

# YOLO LOCAL AGENCY FORMATION COMMISSION

## Regular Meeting AGENDA

March 31, 2022 - 9:00 a.m.

### COMMISSIONERS

OLIN WOODS, CHAIR (PUBLIC MEMBER)  
DON SAYLOR, VICE CHAIR (COUNTY MEMBER)  
NORMA ALCALA (CITY MEMBER)  
GARY SANDY (COUNTY MEMBER)  
TOM STALLARD (CITY MEMBER)

### ALTERNATE COMMISSIONERS

ANGEL BARAJAS (COUNTY MEMBER)  
WADE COWAN (CITY MEMBER)  
RICHARD DELIBERTY (PUBLIC MEMBER)

This meeting is agendized to allow the Commission, staff, and the public, to participate in the meeting via teleconference, pursuant to Government Code section 54953(e)(1) (as amended by Assembly Bill 361), available at the following [link](#).

Government Code section 54953(e)(1) authorizes local legislative bodies to hold public meetings via teleconference and to make public meetings accessible telephonically or otherwise electronically to all members of the public. Members of the public are encouraged to observe and participate in the teleconference.

Teleconference Options to join Zoom meeting:  
By PC: <https://yolocounty.zoom.us/j/86074085899>  
or  
By Phone: (408) 638-0968  
Webinar ID: 860 7408 5899

Further instructions on how to electronically participate and submit your public comment can be found in the PUBLIC PARTICIPATION instructions at the end of this agenda.

In the rare event of a widespread internet disruption where Zoom is not available either at the beginning or during the meeting, the meeting will be conducted utilizing the following teleconference call dial in number (605) 475-6006 using Access Code 680-0491.

CHRISTINE CRAWFORD  
EXECUTIVE OFFICER

ERIC MAY  
COMMISSION COUNSEL

### NOTICE:

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 by contacting staff at [lafco@yolocounty.org](mailto:lafco@yolocounty.org).

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. If you wish to submit written material at the hearing, please supply 8 copies.

### FPPC - Notice to All Parties and Participants in LAFCo Proceedings

All parties and 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.

Contributions and expenditures for political purposes related to any proposal or proceedings before LAFCo are subject to the reporting requirements of the Political Reform Act and the regulations of the Fair Political Practices Commission, and must be disclosed to the Commission prior to the hearing on the matter.

**PLEASE NOTE** - The numerical order of items on this agenda is for convenience of reference. Items may be taken out of order upon request of the Chair or Commission members.

#### **CALL TO ORDER**

1. Pledge of Allegiance
2. Roll Call
3. Public Comment: This is an opportunity for members of the public to address the Commission on subjects relating to LAFCo purview but not relative to items on this Agenda. The Commission reserves the right to impose a reasonable time limit on any topic or on any individual speaker.

#### **CONSENT AGENDA**

4. Renew authorization for remote (teleconference/videoconference) meetings by finding, pursuant to Assembly Bill 361, that (a) the COVID-19 pandemic state of emergency is ongoing, and (b) local officials continue to recommend measures to promote social distancing
5. Approve the LAFCo Meeting Minutes of January 27, 2022
6. Receive for information purposes application No. 22-01 for the El Macero County Service Area (EMCSA) Sphere of Influence (SOI) Amendment and Annexation of 27384 Eagle View Court, pursuant to GC §56857(a)
7. Correspondence

#### **REGULAR AGENDA**

8. Commission discussion and direction regarding Fire Protection District draft governance recommendations for LAFCo's Municipal Service Review (no action will be taken)

#### **EXECUTIVE OFFICER'S REPORT**

9. A report by the Executive Officer on recent events relevant to the Commission and an update of staff activity for the month. The Commission or any individual Commissioner may request that action be taken on any item listed.
  - a. 03.31.2022 Long Range Planning Calendar
  - b. EO Activity Report - January 24 through March 25, 2022

#### **COMMISSIONER REPORTS**

10. Action items and reports from members of the Commission, including announcements, questions to be referred to staff, future agenda items, and reports on meetings and information which would be of interest to the Commission or the public.

## ADJOURNMENT

### 11. Adjourn to the next Regular LAFCo Meeting

I declare under penalty of perjury that the foregoing agenda was posted by 5:00 p.m. Friday, March 25, 2022, at the following places:

- On the bulletin board outside the east entrance of the Erwin W. Meier County Administration Building, 625 Court Street, Woodland, CA;
- On the LAFCo website at: [www.yololafco.org](http://www.yololafco.org).

ATTEST:

Terri Tuck, Clerk  
Yolo LAFCo

If requested, this agenda can be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 and the Federal Rules and Regulations adopted in implementation thereof. Persons seeking an alternative format should contact the Commission Clerk for further information. In addition, a person with a disability who requires a modification or accommodation, including auxiliary aids or services, in order to participate in a public meeting should contact the Commission Clerk as soon as possible and at least 24 hours prior to the meeting. The Commission Clerk may be reached at (530) 666-8048 or at the following address: Yolo LAFCo, 625 Court Street, Suite 107, Woodland, CA 95695

### **PUBLIC PARTICIPATION INSTRUCTIONS:**

Based on guidance from the California Department of Public Health and the California Governor's Office, in order to minimize the spread of COVID-19, please consider the following:

Join the Yolo LAFCo meeting at <https://yolocounty.zoom.us/j/86074085899>, or by phone via 1-408-638-0968, Webinar ID: 860 7408 5899.

1. Submit live comment by joining the meeting and press the "raise a hand" button or if joining by phone only, press \*9 to indicate a desire to make a comment. The chair will call you by name or phone number when it is your turn to comment. The Commission reserves the right to impose a reasonable limit on time afforded to any topic or to any individual speaker.  
  
\* If you are joining by zoom and phone, still use the zoom raise a hand button as \*9 will not work.
2. Submit written comment on any matter within the Commission's subject matter jurisdiction, regardless of whether it is on the agenda for Commission consideration or action. Submit your comment, limited to 250 words or less, via email to <https://www.yololafco.org>, or by U.S. mail to Yolo LAFCo at 625 Court Street, Suite 107, Woodland, CA, 95695, by 1 p.m. on the Wednesday prior to the Commission meeting. Your comment will be read at the meeting.
3. Submit verbal comment by calling (530) 666-8048; state and spell your name, mention the agenda item number you are calling about and leave your comment. Verbal comments must be received no later than 1 p.m. on the Wednesday prior to the Commission meeting. Your comment will be read at the meeting by the Commission Clerk; limited to 3 minutes per item.





Consent 4.

LAFCO

Meeting Date: 03/31/2022

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**Information**

**SUBJECT**

Renew authorization for remote (teleconference/videoconference) meetings by finding, pursuant to Assembly Bill 361, that (a) the COVID-19 pandemic state of emergency is ongoing, and (b) local officials continue to recommend measures to promote social distancing

**RECOMMENDED ACTION**

Renew authorization for remote (teleconference/videoconference) meetings by finding, pursuant to Assembly Bill 361, that (a) the COVID-19 pandemic state of emergency is ongoing, and (b) local officials continue to recommend measures to promote social distancing.

**FISCAL IMPACT**

None.

**REASONS FOR RECOMMENDED ACTION**

The recommended action is required by Assembly Bill 361 to continue meeting remotely during a declared state of emergency. it includes a finding that social distancing measures continue to be recommended, consistent with the attached memorandum from the County Health Officer (Attachment A). This finding (or a finding that meeting in person would present imminent health and safety risks) is required on a monthly basis.

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**Attachments**

ATT A-Health Ofcr Memo RE Remote Public Meetings

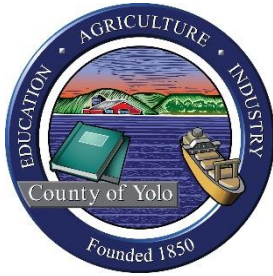
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**Form Review**

Form Started By: Terri Tuck  
Final Approval Date: 03/21/2022

Started On: 03/21/2022 09:59 AM





# COUNTY OF YOLO

Item 4-ATT A

## Health and Human Services Agency

*Karen Larsen, LMFT*  
Director

**Aimee Sisson, MD, MPH**  
Health Officer

MAILING ADDRESS  
137 N. Cottonwood Street • Woodland, CA 95695  
www.yolocounty.org

Date: March 1, 2022

To: All Yolo County Boards and Commissions

From: Dr. Aimee Sisson, Health Officer

Subject: Remote Public Meetings

Since September 2021, I have issued monthly memoranda recommending remote meetings. The case rate in Yolo County has declined to 19 cases per 100,000 per day from a peak of 244 in January, but it continues to represent high community transmission. In the context of high community transmission, I recommend meetings continue to be held remotely whenever possible. I am re-issuing the earlier memorandum with updated COVID-19 case rate data.

In light of the ongoing public health emergency related to COVID-19 and the high level of community transmission of the virus that causes COVID-19, the Yolo County Public Health Officer recommends that public bodies continue to meet remotely to the extent possible. Board and Commissions can utilize the provisions of newly enacted AB 361 to maintain remote meetings under the Ralph M. Brown Act and similar laws.

Among other reasons, the grounds for the remote meeting recommendation include:

- The continued threat of COVID-19 to the community. As of March 1, 2022, the case rate is 19 cases per 100,000 residents per day. This case rate is considered “High” under the Centers for Disease Control and Prevention’s (CDC) framework for assessing community COVID-19 transmission; and
- The unique characteristics of public governmental meetings, including the increased mixing associated with bringing together people from across the community, the need to enable those who are immunocompromised or unvaccinated to be able to safely continue to fully participate in public governmental meetings, and the challenges of ensuring compliance with safety requirements and recommendations at such meetings.

Meetings that cannot feasibly be held virtually should be held outdoors when possible, or indoors only in small groups with face coverings, maximal physical distance between participants, use of a portable HEPA filter (unless comparable filtration is provided through facility HVAC systems), and shortened meeting times.

### **Davis**

600 A Street  
Davis, CA 95616  
Mental Health (530) 757-5530

### **West Sacramento**

500 Jefferson Boulevard  
West Sacramento, CA 95605  
Service Center (916) 375-6200  
Mental Health (916) 375-6350  
Public Health (916) 375-6380

### **Winters**

111 East Grant Avenue  
Winters, CA 95694  
Service Center (530) 406-4444

### **Woodland**

25 & 137 N. Cottonwood Street  
Woodland, CA 95695  
Service Center (530) 661-2750  
Mental Health (530) 667-8630  
Public Health (530) 666-8645

This recommendation is based upon current conditions. Given the ongoing decrease in case rates, with community transmission soon expected to drop below the threshold for high community transmission into substantial community transmission (<14 cases per 100,000 per day), this will likely be the final monthly memorandum recommending remote public meetings unless the COVID-19 situation unexpectedly worsens. Boards and Commissions should consider preparations for in-person or hybrid meetings beginning in April, except to the extent they may independently determine—as AB 361 allows—that meeting in person would present “imminent risks to the health or safety of attendees.”

Consent 5.

**LAFCO**

**Meeting Date:** 03/31/2022

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**Information**

**SUBJECT**

Approve the LAFCo Meeting Minutes of January 27, 2022

**RECOMMENDED ACTION**

Approve the LAFCo Meeting Minutes of January 27, 2022.

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**Attachments**

LAFCo Minutes 01.27.22

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**Form Review**

Form Started By: Terri Tuck  
Final Approval Date: 03/21/2022

Started On: 03/21/2022 10:09 AM



# YOLO LOCAL AGENCY FORMATION COMMISSION

## MEETING MINUTES

January 27, 2022

The Yolo Local Agency Formation Commission met on the 27<sup>th</sup> day of January 2022, at 9:00 a.m. via teleconference. Voting members present were Chair and Public Member Olin Woods, County Members Don Saylor and Gary Sandy, and City Members Norma Alcalá and Alternate (A) Wade Cowan. Voting members absent were Tom Stallard. Others present were Alternate Public Member Richard DeLiberty, Executive Officer Christine Crawford, Clerk Terri Tuck, Analyst Mark Krummenacker, and Counsel Eric May.

### CALL TO ORDER

Chair Woods called the Meeting to order at 9:01 a.m.

#### Item No 1 Pledge

Wade Cowan led the Pledge of Allegiance.

#### Item No 2 Roll Call

PRESENT: Alcalá, Cowan (A), Sandy, Saylor, Woods ABSENT: Stallard

#### Item No 3 Public Comments

None.

### CONSENT

Item No 4 Renew authorization for remote (teleconference/videoconference) meetings by finding, pursuant to Assembly Bill 361, that (a) the COVID-19 pandemic state of emergency is ongoing, and (b) local officials continue to recommend measures to promote social distancing

Item No 5 Approve the LAFCo Meeting Minutes of December 9, 2021

Item No 6 Review and file Fiscal Year 2021/22 Second Quarter Financial Update

Item No 7 Correspondence

**Minute Order 2022-01:** The recommended actions on Consent were approved by the following vote:

MOTION: Sandy SECOND: Cowan (A)  
AYES: Alcalá, Cowan (A), Sandy, Saylor, Woods  
NOES: None  
ABSENT: None

**PUBLIC HEARING****Item № 8      Public Hearing to consider and adopt Resolution 2022-01, approving the Yolo County Flood Control and Water Conservation District Annexation (YCFCWCD) (LAFCo #21-06) and waiving conducting authority proceedings, subject to findings and conditions contained in the staff report**

After an overview report by staff, the Chair opened the Public Hearing. Comments were made by Kristin Sicke, YCFCWCD General Manger. The Public Hearing was closed.

**Minute Order 2022-02:** The recommended action was approved, adopting **Resolution 2022-01**, and waiving the conducting authority proceedings, subject to findings and conditions contained in the staff report.

Approved by the following vote:

MOTION: Sandy SECOND: Alcalá  
 AYES: Alcalá, Cowan (A), Sandy, Saylor, Woods  
 NOES: None  
 ABSENT: None

**REGULAR****Item № 9      Receive the audit prepared by Richardson & Company of the Yolo Local Agency Formation Commission's Financial Statements for the Fiscal Years Ending 2021, 2020 and 2019**

**Minute Order 2022-03:** The recommended action was approved.

Approved by the following vote:

MOTION: Saylor SECOND: Sandy  
 AYES: Alcalá, Cowan (A), Sandy, Saylor, Woods  
 NOES: None  
 ABSENT: None

**Item № 10      Receive and file the 2021 Website Transparency Scorecard**

**Minute Order 2022-04:** The recommended action was approved by the following vote:

MOTION: Alcalá SECOND: Saylor  
 AYES: Alcalá, Cowan (A), Saylor, Woods  
 NOES: None  
 ABSENT: Sandy

**Item № 11      Executive Officer's Report**

The Commission was given written reports of the Executive Officer's activities for the period of December 6, 2021 through January 21, 2022, and was verbally updated on recent events relevant to the Commission, including the Long Range Planning Calendar.



Staff provided a brief update regarding the recent letter sent from staff to the City of Davis, which was approved on Consent this morning, highlighting LAFCo's concerns regarding the City entertaining development proposals outside of its sphere of influence (SOI). With regards to the DISC project (Davis Innovation Sustainability Campus), if the project were approved by the City Council at its February 1, 2022 meeting, the City and the developer have agreed to submit an SOI amendment application to LAFCo prior to the project going to the voters in June of this year. In addition, a meeting has been scheduled with City staff on February 4, 2022, to discuss a longer-term strategy regarding its SOI updates to do more comprehensive planning and how best to accomplish that.

Staff indicated that in the attached long-range calendar the review of the draft reorganization recommendations for the fire protection districts (FPDs) may be moved to the March meeting so that staff and the FPD sub-committee can do more outreach to each of the FPD boards before bringing the item to LAFCo. If the item is moved to the March meeting, the February meeting may potentially be cancelled.

Commissioner Alcalá asked staff if they had received the incident reporting data from the Dunnigan FPD. Staff indicated that they had not yet received the data and that the Dunnigan FPD chief had recently resigned. Staff indicated that the FPD sent partial information through the system however the system would not accept the information and they date may need to be recreated which would be labor intensive.

Commissioner Saylor asked where the vacancies were regarding FPD chiefs. Staff stated the vacancies were with the Dunnigan and Capay Valley FPDs. Staff indicated the chief of the Capay Valley FPD is retiring at the end of March and the District is currently going through the process for recruitment. Staff is in discussion with the District to suggest hiring the new chief as an interim until after LAFCo completes its process as there may be a different organizational model recommended.

Staff stated that the CALAFCO board has been going through the recruitment process for a new executive director. An offer was made so a decision may be forthcoming as early as tomorrow. Staff will keep the Commission informed.

**Item № 12    Commissioner Reports**

There were no reports.

**Item № 13    Adjournment**

**Minute Order 2022-05:** By order of the Chair, the meeting was adjourned at 9:58 a.m.

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

ATTEST:

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Terri Tuck  
Clerk to the Commission





Consent 6.

**LAFCO**

**Meeting Date:** 03/31/2022

**Information**

**SUBJECT**

Receive for information purposes application No. 22-01 for the El Macero County Service Area (EMCSA) Sphere of Influence (SOI) Amendment and Annexation of 27384 Eagle View Court, pursuant to GC §56857(a)

**RECOMMENDED ACTION**

Receive information, pursuant to GC §56857(a), on the latest application received, the El Macero County Service Area (EMCSA) Sphere of Influence (SOI) Amendment and Annexation of 27384 Eagle View Court (LAFCo No. 22-01).

**FISCAL IMPACT**

The deposit to process the application has been paid by the applicants, Eric and Kate Stille.

**REASONS FOR RECOMMENDED ACTION**

This staff report provides the Commission and the EMCSA with formal notice of the receipt of a new application (see attached) pursuant to Government Code Section 56857(a). Because the proposal was not filed by the district to which annexation of territory is proposed, consistent with Government Code section 56857, this proposal was placed on the agenda for information purposes only and a copy of the application has been transmitted to the EMCSA to either, a) adopt and transmit to the commission a resolution requesting termination of the proceedings or b) adopt and transmit to the commission a resolution supporting the proposed change of organization. Staff fully expects the EMCSA to support the SOI amendment and the annexation as water and sewer services are already being rendered to the Stille property through an out of agency agreement approved by the Commission on July 23, 2020.

**BACKGROUND**

This application, by applicants Eric and Kate Stille, was received on February 4, 2022, and would amend the EMCSA's SOI and annex one parcel totaling 5.007 acres into the District with 100% landowner consent. This parcel is adjacent to the southeast corner of El Macero and will have access to EMCSA services.

Pursuant to Government Code Section 56658(b), staff gave mailed notice that the application was received and requested information from each affected local agency, the county committee on school district organization, and each school superintendent whose school district overlies the affected territory. The notice generally described the proposal and the affected territory.

**Attachments**

Stille Annexation Application (LAF22-01) 02.04.22

**Form Review**

**Inbox**

Christine Crawford

Form Started By: Terri Tuck

Final Approval Date: 03/23/2022

**Reviewed By**

Christine Crawford

**Date**

03/23/2022 11:34 AM

Started On: 03/22/2022 01:59 PM



RECEIVED

FEB 04 2022

YOLO LAFCO



YOLO LOCAL AGENCY FORMATION COMMISSION  
 625 Court Street, Suite 107  
 Woodland CA 95695  
 (530) 666-8048  
 lafco@yolocounty.org  
 www.yololafco.org

**PROPOSAL APPLICATION**

*Includes: Changes of Organization/Reorganization (Incorporation, Formation, Annexation, Detachment, Dissolution, or Consolidation), Out of Agency Service Reviews, Sphere of Influence Amendment, and Expansion of District Powers*

This application is designed to be used for all proposals received by the Commission. If a question is not applicable to your proposal, please note accordingly.

A) An application is hereby made for changes involving the following cities and special districts:

Action: (ex. annexation, detachment)		Agency:
Annexation	to/from	El Macero CSA
Sphere of Influence Amendment	to/from	El Macero CSA
	to/from	

B) Proposal Detail (submit separate attachment if necessary):

This is an application to annex the property at 27384 Eagle View Court to the El Macero County Service Area, and to amend the Sphere of Influence of the El Macero County Service Area consistent therewith.

C) This proposal includes:

- |                                     |                                     |                                     |
|-------------------------------------|-------------------------------------|-------------------------------------|
|                                     | <u>YES</u>                          | <u>NO</u>                           |
| 1) 12 or more registered voters:    | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| 2) 100% consent of property owners: | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |

D) Is this proposal consistent with the adopted Sphere of Influence of all affected agencies? If no, this application must include a Sphere of Influence Amendment.

E) If the proposal includes a Change of Organization/Reorganization, the following items must be submitted with this application:

- 1) A **resolution of application** adopted by an affected city or special district; OR a **petition** of landowners or registered voters (*the Notice of Intent to Circulate a Petition and the Petition forms are located separately under Application Materials on the LAFCo website*).

- 2) One 8.5 x 11 hard copy (plus a high-resolution digital file) of a map and the metes-and-bounds description of the perimeter of the territory subject to a jurisdictional change for review and approval by LAFCo's Surveyor. Please see the Board of Equalization Requirements posted on the LAFCo website for map requirements. If there are questions regarding the "territory subject to a jurisdictional change" for the proposal, please contact LAFCo.
- 3) Environmental Documents:
  - a) If a Negative Declaration or Environmental Impact Report (EIR) has been prepared by another agency for a project associated with this proposal, submit one copy to LAFCo with this proposal.
  - b) If no environmental document has been prepared, please complete the *Environmental Questionnaire*.
- 4) City Proposals:  
If the proposal includes annexation to a city, submit one copy of the city's resolution or ordinance pre-zoning the subject territory. LAFCo cannot consider the proposal until pre-zoning has been completed.
- 5) Existing Housing: For all city annexations that include areas that are inhabited (territory where 12 or more registered voters reside) or developed, include the number of existing housing units within the proposed city's annexation area as of the date in the resolution.

Annexing City:	
Detaching City/County:	
Total Housing Units:	

- 6) Property Tax Revenues:  
If the proposal involves an annexation to a city and/or changes in district boundaries, negotiations for any exchange of property tax revenues *must be completed by the County and any affected city prior to LAFCo action*. For those proposals, LAFCo will notify the affected agencies after receiving your application and will provide preliminary information to begin the negotiations process.
- 7) Indemnification:  
LAFCo requires that applicants indemnify LAFCo from litigation costs as a condition of submitting an application. The *Indemnification Agreement* is included in this application.
- 8) Deposit:  
Fees will be charged for all Commission proceedings and actions at the Commission's actual costs (including overhead). *All Fee Schedules are located separately under Application Materials on the LAFCo website.*

All deposit fees listed are required to be paid by the applicant upon submittal of a proposal. A proposal with multiple actions requires a deposit for each action. If a proceeding is not listed, it will be subject to an initial fee as estimated by the Executive Officer. Any additional expenses incurred by the Commission, in excess of the deposited amount, will be billed to and paid by the applicant before completion of the LAFCo proceedings, including, but not limited to, consultant costs, feasibility studies, final recordation, and filings. Billing will be based on hourly rates. If a proposal is abandoned or terminated for any reason, the deposit amount not expended prior to that termination point will be refunded to the applicant.

Fees due to the State of California, including State Board of Equalization and the Department of Fish and Wildlife CEQA filing fees, will be paid by the applicant at the appropriate time and prior to final recordation of the Certificate of Completion.

JUSTIFICATION

- F) In as much detail as possible, please explain why this proposal is necessary and/or beneficial at this time. Attach additional detail if necessary. (For example, a proposed development or existing residences might require services not currently provided or available.)

On July 23, 2020, Yolo Local Agency Formation Commission approved a request by Eric and Kate Stille (27384 Eagle View Court, APN 033-011-024) for an Out-of-Agency Service Agreement to receive City of Davis water and sewer services. Because the Stilles utilize and benefit from the services provided by the El Macero County Service Area, the Stilles believe it is appropriate that the subject property be included in the County Service Area and that they contribution appropriately to such services.

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- G) Is this application proposed to carry out a development project? If so, describe the project.

No.

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- H) Indicate below all discretionary approvals or permits from a city, the County, or another agency that will be needed to complete the project. If already approved, please indicate the date of approval and attached the adopted conditions of approval.

	Project File Number	Date of Approval
City or County Plan Amendment		
Pre-zoning (City)/rezoning		
Tentative Subdivision Map		
Minor Land Division		
Other		

SITE DESCRIPTION

- I) Describe the general location and physical features of the territory included in this proposal. Refer to major roads, watercourses, and topographical features.

See Exhibit A. The property includes a residential dwelling and vineyards.

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J) How many acres (or square miles) of territory are included in the proposal? 5 acres

K) How many people live in the subject territory? 2

L) How many registered voters live in the subject territory? 2

LAND USE INFORMATION

M) General Plan and Zoning:

What is the current General Plan designation? AG

What is the current zoning? A-N

N) Proposed Land Use:

Will the territory be developed with proposed approvals? YES  NO

If no development is planned at this time, is development of the area anticipated? If so, when?

No additional development is anticipated at this time.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PLAN FOR PROVIDING SERVICES

O) List the agencies providing existing and proposed services to the territory. If not applicable or no change, please indicate accordingly.

SERVICE TYPE	Existing	Proposed
Agricultural Water	Well	no change
Cemetery Service	n/a	n/a
Fire Protection/ Emergency Response	City of Davis	no change
Flood Protection	n/a	n/a
Municipal Water Service	City of Davis	El Macero CSA
Parks and Recreation	n/a	n/a
Police Protection	Yolo County	no change
Sewer Service	City of Davis	El Macero CSA
Solid Waste and Recycling	City of Davis	no change





If so, please indicate taxpayer cost:

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T) Will the territory be subject to any new or additional taxes, benefit charges, or fees?

YES  NO

If so, please explain:

The parcel will be subject to El Macero County Service Area fees.

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PROPONENT INFORMATION

LAFCo will consider the person signing this application as the proponent of the proposed action(s). Notices and other communications regarding this application will be directed to the proponent at:

Name:	Eric and Kate Stille		
Address:	27384 Eagle View Court		
City:	Davis	Zip:	95618
Phones:	Work: 530-399-3302	Fax:	
	Cell: 530-304-5802	Home:	
email:	eric.stille@nuggetmarket.com		
Signature:			

List any other person or agent who should be contacted concerning questions and any notifications for this proposal (attach additional if needed):

Name:	Kirk Trost, Sloan Sakai Yeung & Wong LLP		
Address:	555 Capitol Mall, Suite 600		
City:	Sacramento	Zip:	95814
Phones:	Work:	Fax:	
	Cell: 916-213-7933	Home:	
email:	ktrost@sloansakai.com		
Signature:			

DISCLOSURES FOR POLITICAL CONTRIBUTIONS

Pursuant to Government Code Sections 56100.1, 56700.1 and 57009, contributions and expenditures for political purposes related to a proposal or proceeding before LAFCo, including for a change of organization or reorganization or any proposal at the conducting authority stage of the LAFCO process (Reportable LAFCo Proceeding), are subject to the reporting and disclosure to the same extent as required for local initiative measures under the Political Reform Act (PRA), Government Code Section 81000 et seq., and the regulations of the Fair Political Practices Commission (FPPC) implementing that law.

Any applicant, opponent, or participant to a Reportable LAFCo Proceedings shall submit to the LAFCo Executive Officer all disclosures required by the PRA of contributions or expenditures for political purposes related to that LAFCo Proceeding. The disclosures may be submitted to LAFCo up to 7 calendar days after filing with the FPPC, but in no event later than 9:00 a.m. of the hearing of the Reportable LAFCo Proceeding.

All parties and 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.

Contributions and expenditures for political purposes related to any proposal or proceedings before LAFCo are subject to the reporting requirements of the Political Reform Act and the Fair Political Practices Commission, and must be disclosed to the Commission prior to the hearing on the matter.

For further assistance, contact the Fair Political Practices Commission at 428 J Street, Suite 450, Sacramento, CA 95814, (866) 275-3772 or at <http://www.fppc.ca.gov>.

YOLO  
LOCAL  
AGENCY  
FORMATION  
COMMISSION

625 Court Street, Suite 107  
Woodland CA 95695

(530) 666-8048  
lafco@yolocounty.org

www.yololafco.org



## INDEMNIFICATION AGREEMENT

As part of this application, applicant and real party in interest if different, agree to defend, indemnify, hold harmless, and release the Yolo Local Agency Formation Commission, its agents, officers, attorneys, and employees from any claim, action, or proceeding brought against any of them, the purpose of which is to attack, set aside, void, or annul the approval of this application or adoption of the environmental document, which accompanies it. This indemnification obligation shall include but not be limited to: damages, costs, expenses, attorney fees, or expert witness fees that may be asserted by any person or entity, including the applicant, arising out of or in connection with the approval of this application, whether or not there is concurrent passive negligence on the part of the Yolo Local Agency Formation Commission, its agents, officers, attorneys, or employees.

Executed at Davis \_\_\_\_\_, California on, 1/28/22 \_\_\_\_\_  
City Date

APPLICANT: Eric and Kate Stille

Signature: [Handwritten Signature]

Title:

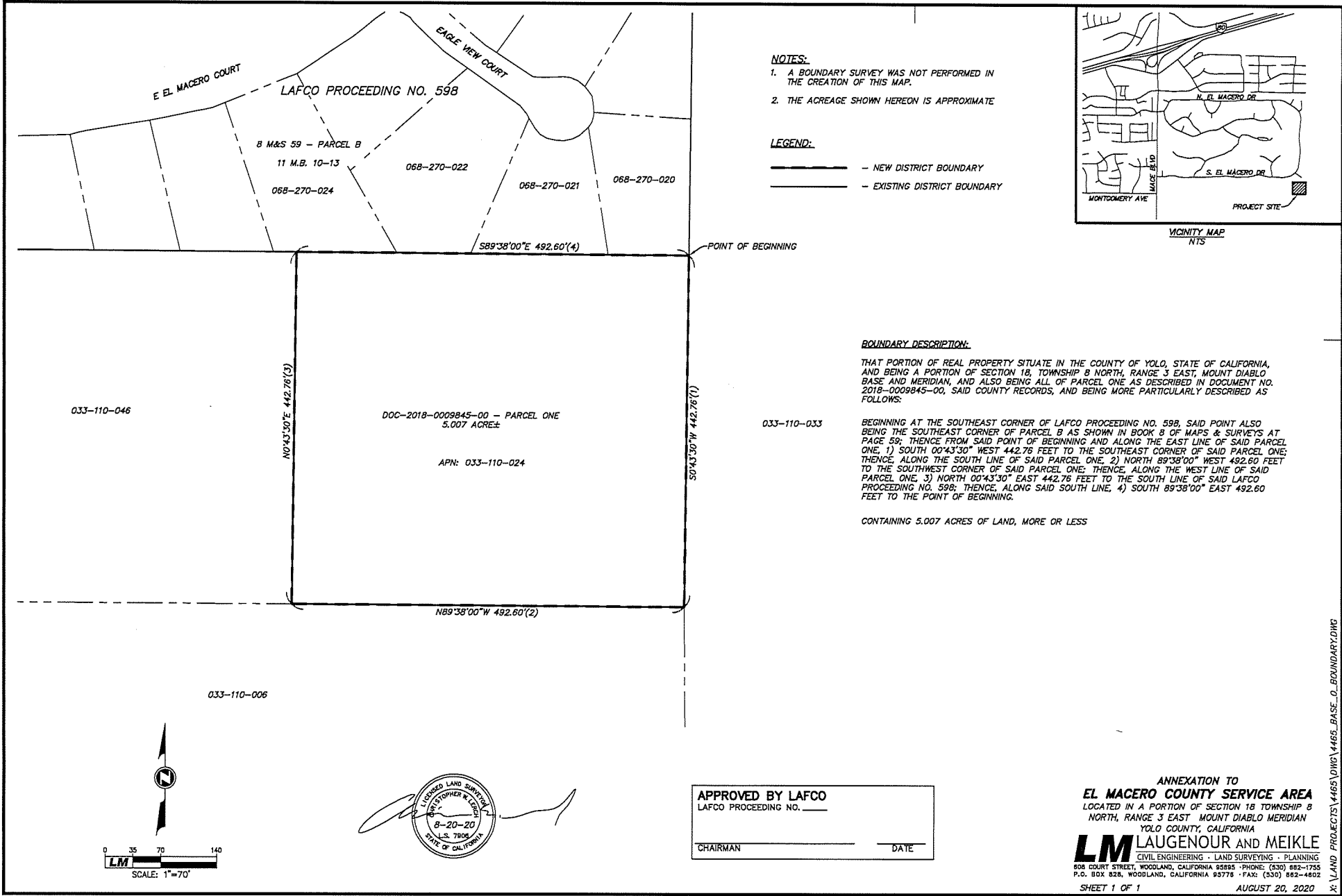
Mailing Address: 27384 Eagle View Court  
Davis, CA 95618

REAL PARTY INTEREST:  
(If different from Applicant)

Signature: \_\_\_\_\_

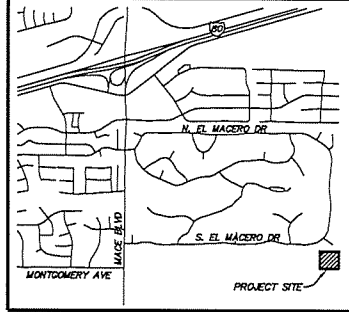
Title:

Mailing Address:



**NOTES:**  
 1. A BOUNDARY SURVEY WAS NOT PERFORMED IN THE CREATION OF THIS MAP.  
 2. THE ACREAGE SHOWN HEREON IS APPROXIMATE

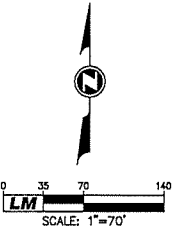
**LEGEND:**  
 ——— NEW DISTRICT BOUNDARY  
 - - - - - EXISTING DISTRICT BOUNDARY



**BOUNDARY DESCRIPTION:**  
 THAT PORTION OF REAL PROPERTY SITUATE IN THE COUNTY OF YOLO, STATE OF CALIFORNIA, AND BEING A PORTION OF SECTION 18, TOWNSHIP 8 NORTH, RANGE 3 EAST, MOUNT DIABLO BASE AND MERIDIAN, AND ALSO BEING ALL OF PARCEL ONE AS DESCRIBED IN DOCUMENT NO. 2018-0009845-00, SAID COUNTY RECORDS, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF LAFCO PROCEEDING NO. 598, SAID POINT ALSO BEING THE SOUTHEAST CORNER OF PARCEL B AS SHOWN IN BOOK 8 OF MAPS & SURVEYS AT PAGE 59; THENCE FROM SAID POINT OF BEGINNING AND ALONG THE EAST LINE OF SAID PARCEL ONE, 1) SOUTH 00°43'30" WEST 442.76 FEET TO THE SOUTHEAST CORNER OF SAID PARCEL ONE; THENCE, ALONG THE SOUTH LINE OF SAID PARCEL ONE, 2) NORTH 89°38'00" WEST 492.60 FEET TO THE SOUTHWEST CORNER OF SAID PARCEL ONE; THENCE, ALONG THE WEST LINE OF SAID PARCEL ONE, 3) NORTH 00°43'30" EAST 442.76 FEET TO THE SOUTH LINE OF SAID LAFCO PROCEEDING NO. 598; THENCE, ALONG SAID SOUTH LINE, 4) SOUTH 89°38'00" EAST 492.60 FEET TO THE POINT OF BEGINNING.

CONTAINING 5.007 ACRES OF LAND, MORE OR LESS



APPROVED BY LAFCO  
 LAFCO PROCEEDING NO. \_\_\_\_\_  
 \_\_\_\_\_  
 CHAIRMAN DATE

ANNEXATION TO  
**EL MACERO COUNTY SERVICE AREA**  
 LOCATED IN A PORTION OF SECTION 18 TOWNSHIP 8  
 NORTH, RANGE 3 EAST MOUNT DIABLO MERIDIAN  
 YOLO COUNTY, CALIFORNIA

**LM LAUGENOUR AND MEIKLE**  
 CIVIL ENGINEERING • LAND SURVEYING • PLANNING  
 808 COURT STREET, WOODLAND, CALIFORNIA 95695 • PHONE: (530) 862-1755  
 P.O. BOX 828, WOODLAND, CALIFORNIA 95778 • FAX: (530) 862-4802

SHEET 1 OF 1 AUGUST 20, 2020

X:\LAND PROJECTS\4465\DWG\4465\_BASE.D...BOUNDARY.DWG





## ENVIRONMENTAL QUESTIONNAIRE

Please answer the following questions and return with your application. Attach additional sheets as needed. All questions must be answered. Your answers will be used for preliminary environmental review of your project pursuant to the California Environmental Quality Act (CEQA). In order to fully assess the potential effects on the environment from the proposed project, additional information (such as a Phase 1 Environmental Assessment, Traffic Report, Biological Report, Noise Study, etc.) may be required.

- 1) Describe the physical setting of the **project site** as it exists. Include information on topography, soils, vegetation, and wildlife. Also describe any existing structures and uses on the project site.

The project site (27384 Eagle View Court, APN 033-011-024) includes a residential dwelling and appurtenances, as well as a vineyard.

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- 2) Describe the physical setting of the surrounding properties as it exists. Include information on topography, soils, vegetation, and wildlife. Also describe any existing structures and uses.

Property sits adjacent to El Macero Country Club on 5 acers. It is zoned Agricultural. The property has 2 1/2 acers of grapes, is located on a flat parcel with a single family residence. One side of the property abuts the back property line of El Macero CC with the other 3 sides abutting ag land.

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3) Please disclose any notices of intent to preserve mineral rights that have been recorded on the subject property pursuant to California Civil Code, Section 883.230.

none

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4) Does any portion of the proposal area contain any of the following:

	Yes	No		Yes	No
Agricultural Land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Mature trees?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
River or creek?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Slopes greater than 15%?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Riparian corridor?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Airport or highway noise contour?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
100-year flood line?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Archeological/Historical features or buildings?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Flood control channel?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Other unusual features?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

5) Will there be a substantial change to any of the following governmental services?

	YES	NO
a) Police?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Sewage?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Fire?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Roads?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) Water?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f) Schools?		
g) Parks or other recreational facilities?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
h) Other governmental services?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If you answered yes to any of the above, please explain:

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# Yolo LAFCo Deposit/Fee Schedule

**Effective May 1, 2021**

LAFCo application charges are established either as a deposit or a single fixed fee for service as noted below. For applications/requests by deposit, actual time charges will be based on staff hourly rates (LAFCo staff rates are calculated by current hourly rate multiplied by a 2.7 markup for overhead costs). All deposits listed are required to be paid by the applicant upon submittal of an application/request. Any additional expenses incurred by LAFCo, in excess of the deposited amount, will be billed to and paid by the applicant before completion of the LAFCo proceedings, including, but not limited to, consultant costs, feasibility studies, final recordation, and filings. If a proposal is abandoned or terminated for any reason, the deposit amount not expended prior to that termination point will be refunded. Fixed fees will not be refunded.

## Standard Jurisdictional Changes (Deposit)

*Annexation, detachment, dissolution, consolidation, merger, and/or establishment of a subsidiary district (can also include a minor sphere of influence amendment).*

Base application deposit (for 1 or more changes listed above):	\$4,000
If protest process is required (i.e. not 100% consent), add:	\$1,600
If application involves agency boundary change(s): <ul style="list-style-type: none"> <li>• Requires LAFCo surveyor review of map/description, cost to revise GIS layer and agency map, add for each contiguous territory/area:</li> <li>• State Board of Equalization Boundary Change Fees (contact LAFCo Executive Officer to confirm fee):</li> </ul>	\$900 Per each BOE Area  See BOE rates below
CEQA (this assumes LAFCo is acting as a "Responsible Agency". If LAFCo is the "Lead Agency", see "Other Deposits" below)	\$0
<b>Total application deposit (consult with LAFCo Executive Officer to confirm amount):</b>	<b>TBD</b>

## Other Requests (Fee)

Outside Agency Service Extension application fee	\$1,500
District Request to Exercise New Powers or Divest Powers application fee	\$1,500
LAFCo Reconsideration application fee	\$1,000
Request for Time Extension fee	\$500
Fee Waiver Request	Free

## Other Jurisdictional Changes (Deposit)

City Incorporation/Disincorporation	Actual time + consultant costs starting with a \$16,000 deposit (covers approximately first 100 staff hours)
District Formation	Actual time + consultant costs starting with a \$11,375 deposit (covers approximately first 75 staff hours)



## Other Deposits

CEQA (if LAFCo is Lead Agency and project is not exempt)	Actual time + consultant costs starting with a \$7,400 deposit (covers approximately first 40 hours of EO hours)
Municipal Service Reviews and Sphere of Influence updates (outside of LAFCo's 5-year cycle)	Actual time + consultant costs starting with a \$16,000 deposit (covers approximately first 100 staff hours)

## Third-Party Charges Fee quoted as of date schedule published, actual charge is as currently adopted by State

California Department of Fish and Wildlife CEQA Filing Fees (only required if LAFCo is acting as the Lead Agency for CEQA).	ND/MND = \$2,480.25 EIR = \$3,445.25		
State Board of Equalization Boundary Change Fees			
<u>Acreage</u>	<u>Fee</u>	<u>Special Fee Provision</u>	
For each separate area/GIS polygon:		The following transactions may supersede or combine with the fees for single area transactions:	
< 1	\$300		
1.00-5.99	\$350	Additional county, per transaction	\$300
6.00 – 10.99	\$500	Consolidation	\$300
11.00 – 20.99	\$800	Entire district transaction	\$300
21.00 – 50.99	\$1,200	Coterminous transaction	\$300
51.00 – 100.99	\$1,500	District dissolution or name change	\$0
101.00 – 500.99	\$2,000		
501.00 – 1,000.99	\$2,500		
1,001.00 – 2,000.99	\$3,000		
2001.00 or more	\$3,500		

Fees due to the State of California can be paid by the applicant up front or at the appropriate time and prior to final recordation of the Certificate of Completion. State Board of Equalization fees or Department of Fish and Wildlife fees will be refunded if the proposal is not completed (i.e. either withdrawn, denied by LAFCo or otherwise terminated).

If contracting with a consultant or specialized expert is deemed necessary by LAFCo for a proposal, the proponent will be contacted to agree to reimburse LAFCo all contract costs prior to work commencing. LAFCo will determine the consultant through the appropriate selection process, enter into the contract and oversee the management of the contract with the selected consultant.

Request for waivers or exceptions to this schedule must be submitted to the Commission for action prior to work on the proposal commencing. The Commission may reduce or waive deposit/fees if: (1) a financial hardship is demonstrated; and/or if (2) the proposal/request is in response to a LAFCo condition or recommendation.



Consent 7.

**LAFCO**

**Meeting Date:** 03/31/2022

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**Information**

**SUBJECT**

Correspondence

**RECOMMENDED ACTION**

Receive and file the following correspondence:

- A. CALAFCO Bulletin on Protest Legislation (Feb2022)
  - B. CALAFCO Quarterly (Feb2022)
  - C. CALAFCO 2021-22 Strategic Plan (Apr2021) and Dashboard Review (Jan2022)
  - D. CALAFCO Workshop Cancellation Letter (Feb2022)
  - E. SB 938 Support Letter (Mar2022)
  - F. AB 2957 Support Letter (Mar2022)
  - G. Letter to Caltrans RE: City of Woodland SR113 Pedestrian Overcrossing Project (Mar2022)
- 

**Attachments**

- ATT A-CALAFCO Bulletin on Protest Provisions 2-2-22
  - ATT B-CALAFCO Quarterly Feb 2022
  - ATT C-CALAFCO 2021-22 Strategic Plan 04.30.21 & Dashboard review 01.21.22
  - ATT D-CALAFCO Workshop Cancellation Letter 2022
  - ATT E-SB 938 Support Letter Mar2022
  - ATT F-AB 2957 Support Letter Mar2022
  - ATT G-CalTrans Letter re Woodland SR113 Pedestrian Overcrossing Mar2022
- 

**Form Review**

Form Started By: Terri Tuck  
Final Approval Date: 03/21/2022

Started On: 03/21/2022 10:15 AM





## CALAFCO Sponsored Legislation for Protest Provisions

**TO: CALAFCO MEMBER LAFCOS**  
**FROM: CALAFCO & MEMBERS OF THE CALAFCO TEAM OF THE PROTEST PROVISION REWRITE WORKING GROUP**  
*(Pamela Miller, Jo MacKenzie, Holly Whatley, José Henríquez, Steve Lucas, Kai Luoma and Paul Novak)*

CALAFCO has been reporting to you for the past several years that we have been actively responding to several recommendations made in the 2017 Little Hoover Commission report (*Special Districts: Improving Oversight and Transparency*). We want to announce the completion of our work relating to the recommendation to ***“convene an advisory committee to review the protest process for consolidations and dissolutions of special districts and to develop legislation to simplify and create consistency in the process”***. CALAFCO initiated a working group of stakeholders in early 2019 to discuss the protest process for consolidations and dissolutions of special districts, specifically, the statutes related to LAFCo-initiated protest provisions and the 10% protest threshold while all other initiated actions have a 25% protest threshold. This disparity makes addressing necessary and appropriate special district consolidations and dissolutions considerably more difficult when initiated by a LAFCo. Further, they serve as a deterrent for LAFCo to initiate action, even if meaningful efficiencies in the provision of public services could be achieved or if a district is failing to meet its statutory requirements.

The 18-member working group consists of seven CALAFCO representatives (including CALAFCO/CSDA Board member Jo MacKenzie, CALAFCO ED Pamela Miller, LAFCo legal counsel Holly Whatley, and EOs representing all 4 regions of CALAFCO including José Henríquez (Sacramento), Steve Lucas (Butte), Kai Luoma (Ventura) and Paul Novak (LA); seven CSDA representatives (including one of their lobbyists, legal counsel and five members representing water, fire, resource conservation and community services districts), representatives from the League of CA Cities and from the CA State Association of Counties, as well as the consultants from the Assembly Local Government and Senate Governance & Finance Committees.

The working group agreed on three main deliverables:

1. Review the protest provisions within the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (CKH) for relevance and delete any obsolete provisions, which was accomplished through AB 1581 (2021).
2. Redraft existing scattered protest code sections within CKH into a single code section to simplify the reading of the code section.
3. Examine the differing protest thresholds relating to LAFCo-initiated actions and all other initiated actions, which proved to be the most challenging of all the goals.

After considerable negotiation, the working group gave consensus on the following changes to CKH:

- ❖ The redrafting of existing protest code sections into one main section to simplify the reading of the section, and to add minor, non-substantive clarifications;
- ❖ Create specific circumstances under which a LAFCo may initiate dissolution of a district with a 25% protest threshold, with determinations documented in a Municipal Service Review and presented at a 21-day noticed public hearing;
- ❖ Allow for a minimum 12-month remediation period for the district with a progress report provided by the district to the LAFCo halfway through the remediation period; and
- ❖ A second 21-day noticed public hearing to determine if the identified issues have been mitigated, which would result in the LAFCo either terminating the dissolution or moving forward with the dissolution using 25% protest threshold under the standard protest hearing process already in statute, with a public notice period of 60 days.

The overarching goal of these changes is to ensure that LAFCos have the tools needed to carry out statutory obligations to ensure orderly and functioning local government services and to create greater consistency in the statute.

Consistent with the CALAFCO Strategic Plan, the CALAFCO Board of Directors and Legislative Committee unanimously support this effort and proceeding with a legislative solution in 2022. We are proud to announce Senator Hertzberg has agreed to author this measure with Assemblymember Mayes as primary co-author. The bill will be introduced shortly and will begin with the redrafting of existing protest code sections into one section. The new process allowing for LAFCo-initiated dissolutions at 25% will be written and amended into the bill as it proceeds through the legislative process.

CALAFCO continues to conduct stakeholder outreach and will be reaching out to you, our member LAFCos, with regular updates on the bill and executing a call for legislative action requesting your support of this critical piece of legislation. Please contact our Executive Director Pamela Miller at [pmiller@calafco.org](mailto:pmiller@calafco.org) with any questions.





Greetings from your CALAFCO Board of Directors and Executive Director. As 2022 is underway, there is a lot going on in Sacramento and in CALAFCO. We are happy to bring you all the latest news of the Association.



### CALAFCO BOARD ACTIONS

#### CALAFCO BOARD SELECTS NEW EXECUTIVE DIRECTOR

At their January 21<sup>st</sup> meeting the CALAFCO Board of Directors selected **René LaRoche** as the new Executive Director. The Board, along with the CALAFCO Regional Officers, Administrator, Legal Counsel and current Executive Director interviewed two finalists before the Board made the selection. The finalists were recommended by the Board's Recruitment Committee (Mike Kelley, Anita Paque, Bill Connelly, Margie Mohler, Mike McGill, Clark Alsop and Steve Lucas) who interviewed five candidates forwarded by the professional recruiting firm of Koff & Associates before making the recommendation. The new Executive Director serves as a full-time, at-will employee under contract with the Association.



René LaRoche comes to CALAFCO with a diverse background that includes local government and private sector experience, as well as experience serving on Association Boards of Directors. Most recently, as Clerk of Board of Supervisors in Mariposa County since 2012, she serves as part of the executive management team working closely with the elected and appointed officials in the County. Among other things, she develops and administers the department's budget and acts as a liaison for the County with national, state, and local entities. Previously, René served as development and business manager for Runaway Holiday, LLC where she did software and business development, and served as a web developer for Mountain Arts Design.

René earned a Master's Degree in Public Management from Johns Hopkins University and a Bachelor's Degree in Public Administration from the University of Las Vegas Nevada. She is past President of the CA Clerk of the Board of Supervisors Association and an Institute Fellow of the CA State Association of Counties. René will be relocating to the Sacramento area and is scheduled to begin full-time on February 28, with a transition overlap with the current Executive Director of several days per week beginning mid-February through mid-March. She is looking forward to meeting LAFCo staff at the March Staff Workshop and connecting with all LAFCo staff and Commissioners in the near future. René can be reached at [rlaroc@calafco.org](mailto:rlaroc@calafco.org).

### NEW BOARD MEMBER APPOINTED

Also during the January 21 meeting, the Board appointed **Derek McGregor**, Orange LAFCo Public Member, to the CALAFCO Board. Derek fills the unexpired term (through October 2022) of former Board Member David West of Imperial LAFCo, who resigned his Board seat late last year.

### OTHER RECENT BOARD ACTIONS

The Board met virtually on January 21 and in addition to conducting interviews for a new Executive Director in a lengthy closed session and appointing Derek McGregor to the Board, they also took the following actions:

- ✓ Adopted member LAFCo dues for FY 2022-23 (information distributed to member LAFCo staff on February 1)
- ✓ Conducted the 2021 annual dashboard review of the Strategic Plan
- ✓ Accepted the mid-year financial reports
- ✓ Approved amendments to the final section of the Association's Policies, completing the first ever comprehensive review and update of the Association's Policies
- ✓ Received and filed numerous other reports

Additionally, the Board received a report on the status of the Staff Workshop scheduled for March 23 - 25, 2022. It was reported that registration numbers are currently low, about half of what is normal, and unless facility contractual obligations can be reduced, CALAFCO is on track for a net loss of approx. \$36,000. Staff is working on negotiations with the facility to see what can be done to reduce those obligations.

All CALAFCO Board meeting documents are available for member access on the CALAFCO website.

### Welcome to Our Newest Associate Members

*CALAFCO is pleased to welcome two new Silver Associate Members.*

We welcome **Sloan Sakai Yeung & Wong, LLP** as a Silver Associate member. **Sloan Sakai** focuses on public agency law, LAFCo law, employment law, and labor/personnel relations. They currently serve as general counsel to Sacramento and Napa LAFCos and have provided special counsel to LAFCos, special districts, cities, and counties throughout California.

To learn more about **Sloan Sakai**, visit their website at [www.sloansakai.com](http://www.sloansakai.com) or contact **DeeAnne Gillick** at [dgillick@sloansakai.com](mailto:dgillick@sloansakai.com).

## Sloan Sakai

Sloan Sakai Yeung & Wong LLP

We also welcome **Terranomics Consulting (TC)** as a Silver Associate member. **TC** provides consulting services for





urban and environmental planning, community and economic development, and GIS. More specifically, their primary activities include urban land economics, business geography, market and feasibility studies, housing studies, grant development and air dispersion modeling. For more information about *TC*, contact *Vince Zaragoza* at 661-421-2312 or by email at [terrnomics@hotmail.com](mailto:terrnomics@hotmail.com).

### CALAFCO Educational Events

**MARK YOUR CALENDARS FOR THESE UPCOMING CALAFCO EDUCATIONAL EVENTS!**

#### CALAFCO 2022 STAFF WORKSHOP

Join us **March 23- 25** at the **Hyatt Regency Newport Beach John Wayne Airport** when we get LAFCo staff together for the Workshop. It's been so long since we've gathered in person and the time is finally here! All Workshop details including info about the program, registration and hotel reservations are posted on the CALAFCO website.

**Deadline to register for the Workshop is March 9 and hotel reservation cutoff date is February 22.**

#### CALAFCO UNIVERSITY

We are pleased to continue offering webinars at no cost to our members. We **are rescheduling** the webinar originally scheduled for **February 23** on **Best Practices for Hiring in the New World (Post-Pandemic)** to a date in the near future. We will feature a labor/employment law attorney, recruiting firm executive, and an Executive Officer, all of whom will share the myriad of things we need to know as we navigate the new (and wild) labor market seeking the best candidates in this post-pandemic world. Watch for the new date and time of this great webinar coming soon.



Details for all CALAFCO University courses are on the CALAFCO website. We have a webinar on-demand library on the CALAFCO website inside the members section containing 16 webinars. CALAFCO members can access these webinars at any time for free using your member access website login credentials.

### CALAFCO Administrative Update

A reminder the **2021 CKH Guides** are now available. You can download an electronic copy from the CALAFCO website or place an order for printed hard copies. You will



find all the details on the CALAFCO website at [www.calafco.org](http://www.calafco.org).

CALAFCO is also doing the annual update of the **membership directory**, so please be sure to get your information to Jeni Tickler at [jtickler@calafco.org](mailto:jtickler@calafco.org).

#### STATEWIDE DUC MAPPING PROJECT COMPLETE

We are very pleased to report the update of the statewide map of disadvantaged unincorporated communities (DUCs) has been completed. The map will be updated every 5 years pursuant to statute. Further, the statewide map of LAFCos (by county) that links each county to your respective LAFCo website is also updated. CALAFCO is grateful to our Associate Member partner **RSG, Inc.** for undertaking this project. We especially thank **Jim Simon, Wesley Smith, Dianna Dunne-Vecchio** and **Jocelyn Sanchez**. We also thank **Seth Hendrick** of **Matson & Isom Technologies**, our web host, for their assistance with this mapping project.

You can find the DUC map on the [CALAFCO website here](#) and the [LAFCo-link map here](#).

### LAFCos in the News

#### Congratulations to another retiree

After 21 years of serving Napa LAFCo as Commission Clerk, **Kathy Mabry** is retiring. Kathy has served Napa LAFCo with distinction over her long career with many accomplishments. She also served on many CALAFCO event planning teams for Staff Workshops and Conferences. We are grateful for her service and many contributions locally and statewide, and wish Kathy all the best in her retirement.



#### Los Angeles LAFCo Mourns the Loss of Former Commissioner Richard Close



**Commissioner Close** served on LA LAFCo from 1996-2021 in the special seat for the San Fernando Valley Area Member. He was a leader for years in the valley secession efforts. He is described by LA LAFCo as "bright, hard-working, and dedicated. He is remembered for his decades-long service to his local community, the San Fernando Valley, and the City of Los Angeles. The whole of Los Angeles County is a better place due, in many ways, to the work that [Commissioner Close] did for LAFCo, where his voice guided so many important decisions." CALAFCO's thoughts are with his family and LA LAFCo.





### CALAFCO Legislative Update

January 3, 2022 marked the start of the second year in the 2-year legislative cycle. Once again the year is expected to be wild and unpredictable. The State has a large budget surplus which is creating all kinds of early budget negotiating, as is the influx of Federal money.

Legislators hit the ground running trying to move the large number of left-over 2-year bills through committee to meet deadlines. Looming deadlines left many of those leftover bills from 2021 on the cutting room floor and they are now designated as "dead". Now we will begin to see new bills for 2022 introduced.

For this legislative year the CALAFCO Board has identified several items as priority. First is the annual Omnibus bill which is authored by the Assembly Local Government Committee (ALGC) and sponsored by CALAFCO. Three proposals were approved by the Legislative Committee (Committee) and sent to the ALGC. Those proposals are now going through the broad stakeholder review process that occurs before the bill is introduced.

The second priority is to co-sponsor a legislative proposal with San Diego LAFCo to amend Gov. Code Sec. 56133 to explicitly state that exemptions pursuant to 56133(e) are to be approved by LAFCo. This is being done to curb agency self-exemptions which seem to be a growing problem across the state. For the past four months CALAFCO and San Diego LAFCo have been working on stakeholder outreach and attempting to secure an author. It is likely that CALAFCO will refocus these efforts to 2023. The Board will consider this at their April meeting.

The final priority as identified by the Board is to complete the work of the protest provisions rewrite working group. CALAFCO has been reporting to you for the past several years that we have been actively responding to several recommendations made in the 2017 Little Hoover Commission report (*Special Districts: Improving Oversight and Transparency*). Specifically, to address one of the recommendations, we initiated a working group of stakeholders in early 2019 to discuss the protest process for consolidations and dissolutions of special districts, specifically, the statutes related to LAFCo-initiated protest provisions and the 10% protest threshold while all other initiated actions have a 25% protest threshold.

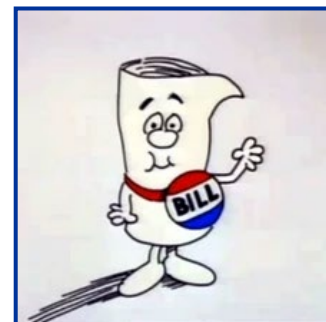
The 18-member working group consists of seven CALAFCO representatives (including CALAFCO/CSDA Board member **Jo MacKenzie**, CALAFCO ED **Pamela Miller**, LAFCo legal counsel **Holly Whatley**, and EOs representing all 4 regions of CALAFCO including **José Henríquez** (Sacramento), **Steve**

**Lucas** (Butte), **Kai Luoma** (Ventura) and **Paul Novak** (LA); seven CSDA representatives (including one of their lobbyists, legal counsel and five members representing water, fire, resource conservation and community services districts), representatives from the League of CA Cities and from the CA State Association of Counties, as well as the consultants from the Assembly Local Government and Senate Governance & Finance Committees.

We are pleased to report that after three years of work and extensive negotiations, the deliverables of the working group have been completed. The entire working group gave consensus on the redraft of existing scattered protest code sections within CKH into a single code section to simplify the reading of the code section. Further, agreement was reached on specific circumstances in which a LAFCo can initiate dissolution using the 25% protest threshold. The CALAFCO Board and Legislative Committee both unanimously approve and support this legislation and CSDA has also gone on record supporting the concept of the pending legislation.

CALAFCO issued a bulletin on the pending legislation and all deliverables for the working group on February 2, 2022. Senator Hertzberg will author the legislation and our lead co-author is Assemblymember Mayes. For more information on this CALAFCO sponsored legislation (pending bill introduction), please refer to the February 2 bulletin.

All the Legislative Committee meeting documents are located on the CALAFCO website and are available for those with member access. You can also find the CALAFCO tracked legislation on the website. This report is updated daily.





### CALAFCO Associate Members' Corner



This section is dedicated to highlighting 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.

#### Berkson Associates



A Silver Associate member since 2015, **Berkson Associates** provides clear,

concise analysis for preparation of governance studies including district formation, consolidation and dissolutions, and has extensive experience completing incorporation studies. Expertise also includes market analysis, public agency budget forecasting and demographic/housing analysis in support of MSRs. Fiscal and financial analysis of water and wastewater systems, including Plans for Service for annexations and formations. For more information, contact **Richard Berkson** at [richard@berksonassociates.com](mailto:richard@berksonassociates.com). You can also visit their website at [www.berksonassociates.com](http://www.berksonassociates.com).

#### Rosenow Spevacek Group, Inc.



A long-time Associate member (both Gold and now Silver), **RSG** performs fiscal and reorganizational studies for LAFcos and applicants with the goal of establishing a factual, transparent and credible basis for their clients to make informed decisions. **RSG** prepared Placer LAFco's comprehensive fiscal analysis for the most recent incorporation proposal in California (Olympic Valley, 2017), preliminary feasibility studies for incorporation in Malaga (Fresno County, 2018), as well as several reorganization proposals and MSRs. To learn more about **RSG**, visit their website at [www.webrsg.com](http://www.webrsg.com) or contact **Jim Simon** at [jsimon@webrsg.com](mailto:jsimon@webrsg.com).

*CALAFCO wishes to thank all our Associate Members for your ongoing support and partnership. We look forward to continuing to highlight you in future Quarterly Reports.*

### Did You Know??



**CALAFCO Webinars & Courses Archived**  
Did you know that all **CALAFCO Webinar recordings** are archived on the CALAFCO website and available at no cost for on-demand viewing? Visit the CALAFCO website in the CALAFCO Webinars section (log in as a member first). **There are 52 CALAFCO U courses archived**

**and 16 webinars are archived and available for on-demand viewing!**

#### Meeting Documents Online

Did you know that all **CALAFCO Board of Directors and Legislative Committee meeting documents** are online? Visit the Boards & Committees pages in the Members Section of the site. Board documents cover 2008 to present and Legislative Committee documents span 2007 to present.

#### Career and Consulting Opportunities Posted Online

Did you know that **CALAFCO posts career opportunities for our member LAFcos and Associate Members on our website?** Did you know that **we also post consulting opportunities with our LAFcos for our Associate Members on the website?** Visit the Job Announcements page at <https://calafco.org/resources/job-announcements> for all the latest opportunities.



#### Mark Your Calendars For These Upcoming CALAFCO Events

- ❖ CALAFCO Leg meeting – 3/11 (virtual)
- ❖ CALAFCO Staff Workshop – 3/23 – 3/25 (Newport Beach)
- ❖ CALAFCO Board of Directors meeting – 4/22 (location TBD)
- ❖ CALAFCO Leg meeting – 4/29 (virtual)

The **CALAFCO 2022 Calendar of Events** can be found on the CALAFCO website.





CALIFORNIA ASSOCIATION OF LOCAL AGENCY FORMATION COMMISSIONS

# 2021 - 2022 Association Strategic Plan

## 2021 Dashboard Review

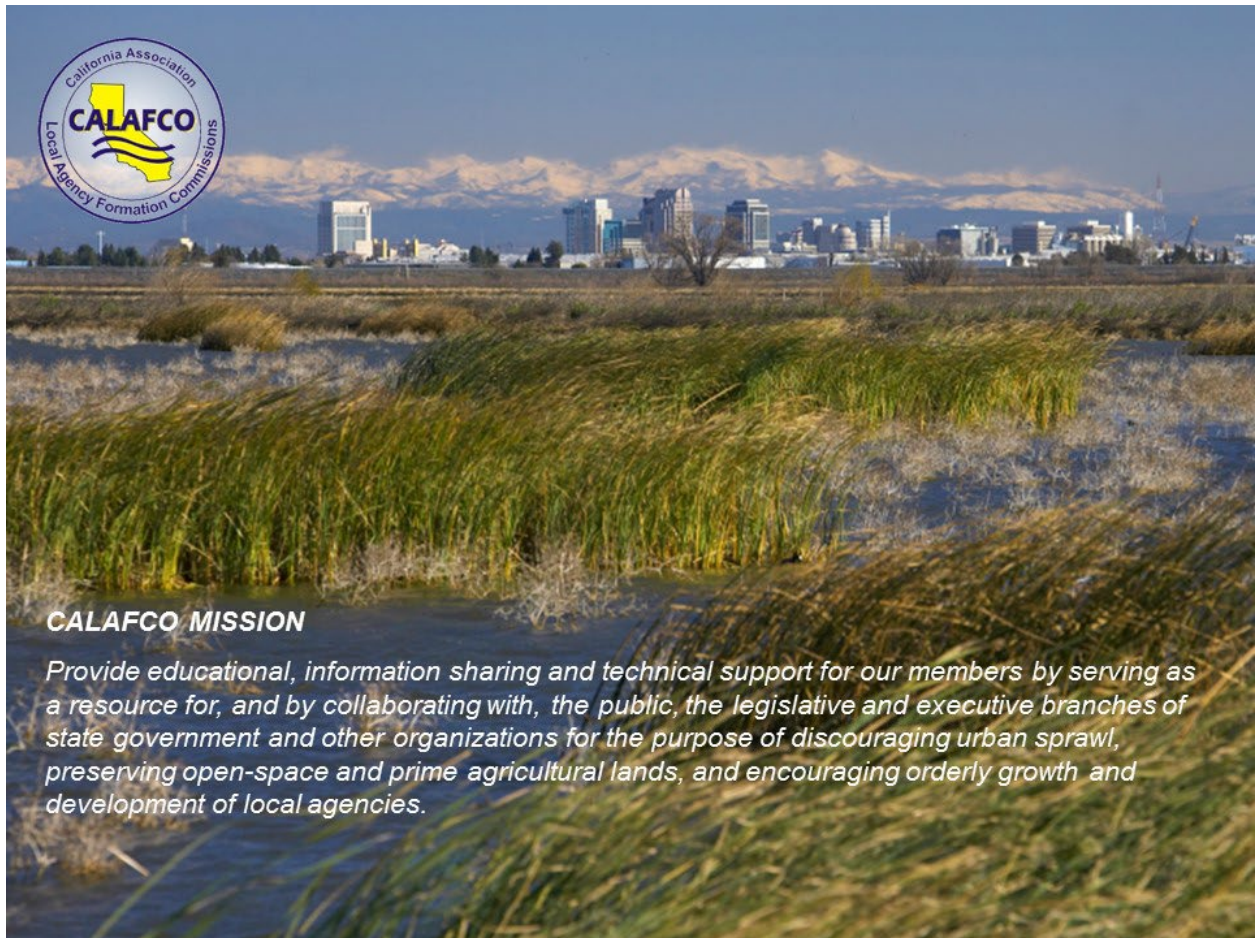


*As adopted by the CALAFCO Board of Directors on April 30, 2021*

### **CALAFCO MISSION**

CALAFCO provides educational, information sharing and technical support for its members by serving as a resource for, and by collaborating with, the public, the legislative and executive branches of state government, and other organizations for the purpose of discouraging urban sprawl, preserving open-space and prime agricultural lands, and encouraging orderly growth and development of local agencies.

*Reaffirmed by the Board of Directors on 11 January 2017.*



#### **CALAFCO MISSION**

*Provide educational, information sharing and technical support for our members by serving as a resource for, and by collaborating with, the public, the legislative and executive branches of state government and other organizations for the purpose of discouraging urban sprawl, preserving open-space and prime agricultural lands, and encouraging orderly growth and development of local agencies.*



## 2021 - 2022 Association Strategies and Objectives

### 2021 Strategic Plan Performance Dashboard Review

---

- Indicates the objective was fully met in 2021.
  - Indicates the objective was partially met in 2021.
  - Indicates the objective was not met in 2021.
- 

#### STRATEGIC AREA ONE

*Serve as an educational resource to member LAFCo Commissioners, LAFCo staff, Associate Members, and stakeholders.*

We will do this by offering a variety of educational forums, professional development and networking opportunities.

#### OBJECTIVES

##### Annual Conference

- 1. Provide an annual conference which includes superior professional development sessions and networking opportunities for all attendees.

*The October 2021 Conference was cancelled. Low enrollment caused by the ongoing pandemic and member LAFCo budget cuts would have resulted in a loss of over \$30,000. Consequently, the Board approved the cancellation of the Conference and directed staff to transition program offerings to webinars.*

##### Staff Workshop

- 1. Provide an annual staff workshop which includes superior professional development sessions and networking opportunities for all LAFCo staff and Associate Members.

*The March 2021 Workshop was cancelled due to ongoing pandemic restrictions.*

##### CALAFCO University

- 1. Hold University courses as needed throughout the year for staff, commissioners and stakeholders, which are focused on skill and professional development, important and timely topics, and technical issues.

*A combination of CALAFCO U courses and special sessions (Conference topics) were held throughout 2021. In total, there were 9 webinars conducted with a total of 497 registered attendees. All of our educational offerings in 2021 were at no cost to the membership and all offered AICP credits.*

*Topics included:*

- *Four-session series on Fire & EMS*
- *Fiscal health indicators for cities & districts*
- *Forming a Community Services District*
- *Cyber & infrastructure security*
- *State of the State in terms of extreme weather, fire and water issues*
- *Throw out the historic water framework - what's next for LAFCo*

**Other Educational Opportunities**

1. **Maintain coaching partnership with Cal-ICMA and offer no cost training and development resources to all member LAFCos through this program.**

*There were several webinars presented during the year, all of which were provided to the membership at no cost. The coaching program remains a no-cost resource to all LAFCo staff and commissioners.*

2. **Develop other educational opportunities as needed and resources allow.**

*As noted above, several sessions planned in the 2021 Conference program were transitioned to a virtual format and offered October through December. (Two additional sessions are scheduled for the first quarter of 2022.) Additionally, CALAFCO hosted regional roundtables for all four regions in December 2021, and several virtual meetings for Executive Officers throughout the year.*

**STRATEGIC AREA TWO**

***Focus efforts on Association member relations, development, recognition and communication. Continue development of a strong and sustainable Association.***

We will do this by implementing strategies that build stronger member LAFCos and a resilient and sustainable Association. CALAFCO will provide support, resources and timely, value-added communication tools for our LAFCo members and Associate Members.

**OBJECTIVES****Member Development and Recognition**

1. **Assist and support all member LAFCos in fulfilling their statutory mission by identifying information, tools and resources they need. Create and distribute tools that do not exist. Update and re-publish or re-distribute those that currently exist.**

*CALAFCO continues to host virtual meetings for Executive Officers, offering five (5) this year. Our toll-free conference bridge and Zoom accounts remain available for and are used by our member LAFCos. We continued to provide information about webinars, papers and other resources of interest to members.*

**Association 2021 Dashboard Review**

As adopted by the CALAFCO Board of Directors on April 30, 2021



*This year we partnered with one of our Associate Members (RSG) on the project to update the DUC map on the website as well as add a statewide map linking all 58 LAFCo websites to the map. The project is near completion and the maps should be updated on the website in the first quarter of 2022.*

- **2. Conduct study on shared services opportunities among member LAFCos.**  
*This study was to be rolled into the biennial member LAFCo survey which was not conducted.*
- **3. Conduct member LAFCo survey in 2021 and distribute results to all member LAFCos.**  
*Survey not conducted.*
- **4. Keep retired LAFCo personnel and commissioners connected and engaged as valuable resources through the exploration of an Emeritus program.**  
*CALAFCO staff and regional officers discussed the best way to do this, but other priorities prevented action. However, the ED interviewed several retirees who will be featured in the Special 50<sup>th</sup> Anniversary Edition of The Sphere.*
- **5. Focus efforts to strengthen relations with existing Associate Members by continuing to highlight these efforts in Quarterly Reports, through personal outreach and inclusion in the planning and execution of CALAFCO events.**  
*CALAFCO continues to have the Associate Members' (AM) Corner in the Quarterly Reports and features several AMs in each edition. AMs were represented on four (4) webinar panels this year, two (2) are scheduled to participate on webinar panels in the first quarter of 2022. Several are participating on the program planning committee for the 2022 staff workshop.*
- **6. Survey Associate Members to better understand how CALAFCO can create greater value for them.**  
*Survey completed and report provided to the Board on July 30. A low number of Associate Members participated (only 30% participation) and staff suggests follow-up is necessary to obtain more valuable information. Given other priorities during the second half of the year, this was not completed and should be considered for action in 2022.*
- **7. Revise the Association's Achievement Awards Program and implement in 2021.**  
*Completed and implemented in 2021.*

**Association Communication**

- **1. Provide a quarterly update to the members in the form of the Quarterly Report.**  
*Quarterly reports were distributed in February, May, August, and December 2021.*
- **2. Provide written annual report to the membership.**  
*2020 Annual Report published in a new format in February 2021.*



**Association 2021 Dashboard Review**

As adopted by the CALAFCO Board of Directors on April 30, 2021



● **3. Maintain Association’s list-serves.**

*All 8 list serves continue to be updated. In February 2021, staff sent an email to each list serve reminding users the purpose and terms of use for each list serve.*

● **4. Provide value-added and timely resources for members through the organization’s website, maintaining the site’s integrity and increasing its value.**

*The website is updated regularly with new and updated information and resources. Several projects were completed or are in progress as noted in strategic area three below.*

● **5. CALAFCO Executive Director to meet with LAFCoS as requested/needed.**

*ED attended 10 LAFCo meetings during the year.*

**Association Administration**

● **1. Update the Association’s Policies and Procedures Manual.**

*Project to be completed January 21, 2022. Four of the five Policy Manual sections updated in 2021 with the final section being presented to the Board in January 2022.*

● **2. Develop Procedures Manuals for administrative processes, procedures and tasks performed.**

*Most of the ED procedures have been documented with the remaining to be done before February 28, 2022. Administrator procedures to be completed in first quarter of 2022.*

● **3. Work towards a balanced two-year budget to close the structural deficit without reliance on event net profits.**

*Accomplished. On April 30, 2021 the Board adopted the Association’s first two-year rolling budget. No event net profits were used to balance the budget, however a portion of the net balance carry-over was used to balance the budget.*

**STRATEGIC AREA THREE**

***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.***

We will do this by supporting and sponsoring research which collaboratively shares the work and data from member LAFCos and serves as a resource to all Association members. The Association will also advocate for legislative needs and positions on behalf of our members, by serving as an objective resource to the Legislature, organizations seeking to improve local government and to state agencies on local government services.



## OBJECTIVES

### Information Resource

- 1. **Enhance the CALAFCO Library resources for member LAFCos. Develop a more robust database of documents, forms, videos, webinars, training resources and other resources of value on the Association's website for member access.**  
*This year nine (9) new webinars were added for on-demand viewing. The AG Opinions section was updated. The LAFCo Litigation and Forms Library sections are still a work in progress and should be a priority to complete in 2022.*
- 2. **Complete White Papers and Briefs on topics of importance and value to member LAFCos.**  
*An updated version of The Metamorphosis of Special Districts was published July 2021.*
- 3. **Inform and educate external stakeholders by sharing and presenting on the role of LAFCo.**  
*A LAFCo 101 was presented to Capitol staff through the Assembly Local Government Committee in February, and another LAFCo 101 was presented to the City Clerks Association of California in July. CALAFCO was not invited nor did we submit proposals to participate in any virtual or in-person conference this year. Instead, our educational resources were internally focused to meet the needs of our membership.*

### Legislative Advocate and Resource

- 1. **Sponsor legislation that helps LAFCos achieve their legislative goals pursuant to the Association's adopted Legislative Priorities and Policies and within resource capabilities.**  
*Omnibus bill (AB 1581) with 13 items signed into law on June 28, 2021.*
- 2. **Facilitate the ongoing work of the Protest Provisions Rewrite Working Group throughout the 2021 - 2022 legislative years.**  
*Some work was done early in the year with the group giving consensus on the removal of seven (7) obsolete provisions (and placed in the Omnibus bill). Later in the year conversations resumed resulting in CALAFCO's Legislative Committee unanimously supporting moving forward with consolidating and reorganizing existing protest provision language (consensus on the draft given by the full working group) and the proposed process for LAFCo-initiated dissolutions at 25% protest threshold. Work to be completed through legislative action in 2022.*
- 3. **Take positions and advocate for those positions on legislation pursuant to the Association's adopted Legislative Priorities and Policies. Encourage member LAFCos to do the same when appropriate.**  
*In 2021 CALAFCO tracked, engaged in and/or took positions on 33 bills. There were two calls for member legislative action. Our efforts resulted in amendments being taken on several bills that had statewide LAFCo implications.*



## Association 2021 Dashboard Review

As adopted by the CALAFCO Board of Directors on April 30, 2021



- **4. Participate in statewide, regional, and local meetings, symposiums, and other events as appropriate.**

*CALAFCO remained a member of the Department of Water Resources (DWR) County Drought Advisory Group (CDAG). The Group's Final Report was issued in March 2021 and is titled: Small Water Systems and Rural Communities Drought and Water Shortage Contingency Planning and Risk Assessment.*

- **5. Work with peer Associations as appropriate on legislative matters.**

*Done. Where appropriate, CALAFCO took positions on legislation that had broad implications. We worked with other stakeholders on legislation such as the CA Assn. of Sanitation Agencies (CASA), CA Special Districts Assn. (CSDA), CA State Assn. of Counties (CSAC) and Rural Counties Representatives of CA (RCRC). Additionally, CSDA, CSAC and the League are represented on the protest provision rewrite working group.*



February 23, 2022

Dear CALAFCO Membership:

We are two years into the pandemic and find ourselves still living in challenging times, dealing with the myriad of disruptive changes thrust upon us and our agencies as we deal with what seems to be a place of “permanent in-betweenness” caused by the pandemic.

As we planned our 2022 Staff Workshop in Newport Beach for March 23 - 25 this year, and time marched on, it became very clear with only five weeks until the Workshop that our registration numbers are at an all-time low, with less than half of our normal attendance. After hearing from many of you, we understand there is still hesitancy to travel and gather in large numbers due to lingering impacts of COVID-19 and financial and organizational changes to many LAFCoS have resulted reduced training and travel in your budgets.

***After careful thought and consideration, the CALAFCO Board unanimously decided to cancel this year's in-person Staff Workshop which was scheduled for March 23 - 25 in Newport Beach.***

The Board conducted a special e-meeting on February 22, 2022, and after considering all the facts and options, they unanimously voted to cancel the in-person Workshop this year. This was a difficult decision as there are no clear good choices. Undoubtedly this thrice scheduled Workshop, with less than half the normal average attendance, is the anomaly due to the pandemic. The timing this year finds us in that suspended “in-between” space - between living with restrictions and the state opening up and life returning to some sense of “normalcy”.

Several factors were considered in the decision including: (1) the current transition of Executive Directors and the unrealistic responsibility for the new Executive Director (who will have been in the role only 3 weeks before the start of the Workshop) to lead and execute a Workshop with very limited resources and very few in attendance; and (2) the preservation of the integrity of the Workshop experience. There is concern that holding an event with approx. 45 people (meaning a very small percentage of the total membership) presents a variety of challenges not the least of which is the inability to capitalize on the vast intellectual capacity of LAFCo staff statewide. We know you have come to expect a certain level of quality professional and social experience at our Workshops (and Conferences and CALAFCO U sessions), and it is difficult to see, in the current circumstances, how this can realistically and effectively be executed at that high-quality level, even though the program planning team has done an outstanding job creating a valuable program.

We thank those of you who registered or planned to register and attend the Workshop. We thank all of you who chose to sponsor this year's Workshop. We thank the amazing program planning team and all our speakers who were busy preparing and working on their presentations. As we take our mission seriously and the program planned was a good one, the program planning team's great work will not go idle. They've created a strong program and several of the planned sessions for the March Workshop are being placed into the Annual Conference program this October, while other sessions will be transitioned to webinars and offered via CALAFCO U over the course of the next several months, with a few other sessions being placed into the 2023 Workshop program.

**So, what's next? Before the end of March 2022:**

- Any registrations paid by check in 2020 and rolled over will be refunded in full. CALAFCO will mail a check directly to the LAFCo office associated with those registrations.
- We will work with each of you to refund all registration payments made online in their entirety including the service fees.
- Any registrations received in the mail this year with a check, we will return the check. We will mail the check directly to the LAFCo office associated with those registrations.
- We will also work with all our sponsors to do the same.
- All hotel reservations at the Hyatt have been cancelled.
  
- We will celebrate CALAFCO's 50<sup>th</sup> + 1 this year at the Annual Conference
- Annual Conference is scheduled for October 19 - 21, 2022 at the Hyatt Regency Newport Beach John Wayne Airport

If you have any questions, please contact Executive Director Pamela Miller. You can reach her at [pmiller@calafco.org](mailto:pmiller@calafco.org). For questions about refunds, please contact our Administrator Jeni Tickler at [jtickler@calafco.org](mailto:jtickler@calafco.org).

On behalf of the Board, we thank you for your understanding, patience and support of the Association. We are proud to be of service to you, our members.

Yours sincerely,



Anita Paque  
Chair of the Board



Pamela Miller  
Executive Director

CC: CALAFCO Board of Directors

YOLO  
LOCAL  
AGENCY  
FORMATION  
COMMISSION



March 1, 2022

COMMISSION  
CHAIR  
OLIN WOODS  
Public Member

Honorable Robert Hertzberg  
California State Senate  
1021 O Street, Room 8610  
Sacramento, CA 95814

VICE CHAIR  
DON SAYLOR  
Supervisor – 2<sup>nd</sup> District

RE: *Support of SB 938: The Cortese-Knox-Hertzberg Local Government  
Reorganization Act of 2000: protest proceedings: procedural consolidation*

NORMA ALCALA  
Councilmember  
City of West Sacramento

Dear Senator Hertzberg:

GARY SANDY  
Supervisor – 3<sup>rd</sup> District

The Yolo Local Agency Formation Commission (LAFCo) is pleased to join the California Association of Local Agency Formation Commissions (CALAFCO) in support of your bill, SB 938, which makes changes to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (The Act). SB 938 represents a collaborative three-year effort led by CALAFCO to clean up, consolidate, and clarify existing statutory provisions associated with consolidations and dissolutions, as well as codify the conditions under which LAFCo may initiate dissolution of a district at the 25% protest threshold (the latter of which are proposed and pending amendments).

TOM STALLARD  
Councilmember  
City of Woodland

ALTERNATES  
ANGEL BARAJAS  
Supervisor – 5<sup>th</sup> District

WADE COWAN  
Mayor  
City of Winters

RICHARD DELIBERTY  
Public Member

The statutes related to protest provisions and the disparate protest thresholds established for LAFCo-initiated actions (10%) and all other initiated actions (25%) make addressing necessary and appropriate special district consolidations and dissolutions considerably more difficult when initiated by a LAFCo. Further, they serve as a deterrent for LAFCo to initiate action, even if meaningful efficiencies in the provision of public services could be achieved or if a district is failing to meet its statutory requirements.

STAFF

CHRISTINE M. CRAWFORD, AICP  
Executive Officer

TERRI TUCK  
Administrative Specialist/Clerk

MARK KRUMMENACKER  
Financial Analyst

COUNSEL  
ERIC MAY

As introduced, the bill represents the redraft of existing protest statutes with some minor technical clarifications added. The pending proposed amendments from CALAFCO allow LAFCos to initiate dissolution of a district at the 25% protest threshold under specific circumstances. All of this work is in response to a recommendation made in the 2017 Little Hoover Commission report after a year-long study (*Special Districts: Improving Oversight and Transparency*) and the formation of a working group by CALAFCO of stakeholders in early 2019. The intent was to examine the protest process for consolidations and dissolutions of special districts, and after three years of work (delayed due to the pandemic), the working group came to consensus on the redraft of existing protest statutes (representative of SB 938 as introduced) and a new process that allows LAFCos to initiate dissolution of a district at the 25% protest threshold under specific circumstances (pending amendment into SB 938).

625 Court Street, Suite 107  
Woodland CA 95695

(530) 666-8048  
lafco@yolocounty.org

www.yololafco.org

The overarching goal of these changes is to ensure that LAFCos have the tools we need to carry out our statutory obligations to ensure orderly and functioning

local government services and to create greater consistency in the statute. The specific circumstances under which a dissolution may be initiated are more than reasonable and the subsequent process includes three noticed public hearings, a minimum 12-month remediation period, and a 60-day protest period, all of which are extremely practical. Additionally, the proposed process for LAFCo-initiated actions at the 25% protest threshold applies only to dissolutions, making the scope of use exceptionally narrow.

SB 938 makes much needed and long-awaited improvements to The Act through the restructure and clarification of existing protest provisions, and addition of a fair and appropriate process that offers LAFCos additional tools necessary to effectively fulfill their statutory obligations.

We thank you for your authorship of this critical legislation and for continuing your long support of the work of LAFCos. For all these reasons, we are pleased to support your bill SB 938.

Yours sincerely,



Don Saylor, Vice Chair  
Yolo Local Agency Formation Commission

cc: Members, Senate Governance and Finance Committee  
Anton Favorini-Csorba, Consultant, Senate Governance and Finance Committee  
Ryan Eisberg, Consultant, Senate Republican Caucus  
Rene LaRoche, Executive Director, California Association of Local Agency Formation Commissions

YOLO  
LOCAL  
AGENCY  
FORMATION  
COMMISSION



March 8, 2022

COMMISSION  
CHAIR  
OLIN WOODS  
Public Member

Honorable Cecilia Aguiar-Curry, Chair  
Assembly Local Government Committee  
California State Assembly  
1021 O Street, Room Suite 6350  
Sacramento, CA 95814

VICE CHAIR  
DON SAYLOR  
Supervisor – 2<sup>nd</sup> District

NORMA ALCALA  
Councilmember  
City of West Sacramento

GARY SANDY  
Supervisor – 3<sup>rd</sup> District

RE: Support of AB 2957: Local Government Committee Omnibus Bill

TOM STALLARD  
Councilmember  
City of Woodland

Dear Chair Aguiar-Curry:

ALTERNATES  
ANGEL BARAJAS  
Supervisor – 5<sup>th</sup> District

The Yolo Local Agency Formation Commission (LAFCo) is pleased to support the Assembly Local Government Committee Bill AB 2957, sponsored by the California Association of Local Agency Formation Commissions (CALAFCO), which makes technical, non-substantive changes to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (the Act).

WADE COWAN  
Mayor  
City of Winters

This annual bill includes technical changes to the Act which governs the work of LAFCos. These changes are necessary as Commissions implement the Act and small inconsistencies are found or clarifications are needed to make the law as unambiguous as possible. AB 2957 makes minor technical corrections to language used in the Act. The Yolo LAFCo is grateful to your Committee members and staff, and CALAFCO, all of whom worked diligently on this language to ensure there are no substantive changes while creating a significant increase in the clarity of the Act for all stakeholders.

RICHARD DELIBERTY  
Public Member

This legislation helps insure the Cortese-Knox-Hertzberg Act remains a vital and practical law that is consistently applied around the state. We appreciate your Committee's authorship and support of this bill, and your support of the mission of LAFCos.

STAFF

CHRISTINE M. CRAWFORD, AICP  
Executive Officer

TERRI TUCK  
Administrative Specialist/Clerk

MARK KRUMMENACKER  
Financial Analyst

COUNSEL  
ERIC MAY

Yours sincerely,

Don Saylor, Vice Chair  
Yolo Local Agency Formation Commission

625 Court Street, Suite 107  
Woodland CA 95695

(530) 666-8048  
lafco@yolocounty.org

www.yololafco.org

cc: Members, Assembly Local Government Committee  
Jimmy MacDonald, Consultant, Assembly Local Government Committee  
William Weber, Consultant, Assembly Republican Caucus  
René LaRoche, Executive Director, California Association of Local Agency Formation Commissions





YOLO  
LOCAL  
AGENCY  
FORMATION  
COMMISSION



March 17, 2022

COMMISSION  
CHAIR  
OLIN WOODS  
Public Member

Patrick D. Bishop Deputy District 3 Director  
Department of Transportation  
Maintenance and Traffic Operations  
703 B Street  
Marysville, CA 95901  
**[via Email]**

VICE CHAIR  
DON SAYLOR  
Supervisor – 2<sup>nd</sup> District

NORMA ALCALA  
Councilmember  
City of West Sacramento

GARY SANDY  
Supervisor – 3<sup>rd</sup> District

Re: City of Woodland SR 113 Pedestrian Overcrossing Project

TOM STALLARD  
Councilmember  
City of Woodland

Deputy Director Bishop:

ALTERNATES  
ANGEL BARAJAS  
Supervisor – 5<sup>th</sup> District

This letter is written to confirm the Yolo Local Agency Formation Commission's (LAFCo's) expectation that the City of Woodland intends to annex the property where the west end of the SR 113 pedestrian over crossing will be constructed. My understanding is Caltrans is hesitant to execute a maintenance agreement with the City for the overcrossing and is looking for assurances because the parcel is not yet within the City boundaries (even though the City owns the property).

WADE COWAN  
Mayor  
City of Winters

RICHARD DELIBERTY  
Public Member

The property in question is within the City's Sphere of Influence (SOI), which is defined by Government Code Section 56076 as "a plan for the probable physical boundaries and service area of a local agency, as determined by the commission". The Yolo LAFCo adopted attached Resolution 2018-11 which determined this property to be in the City's SOI.

STAFF

CHRISTINE M. CRAWFORD, AICP  
Executive Officer

TERRI TUCK  
Administrative Specialist/Clerk

Considering this parcel is included in the City's 2035 General Plan and LAFCo's adopted City Sphere of Influence, the parcel is fully anticipated to be annexed to the City of Woodland. The completion of this pedestrian over crossing will significantly improve the intra-City connectivity for Woodland residents.

MARK KRUMMENACKER  
Financial Analyst

COUNSEL  
ERIC MAY

Thank you for your support in making this project successful.

625 Court Street, Suite 107  
Woodland CA 95695

Regards,

(530) 666-8048  
lafco@yolocounty.org

Christine M. Crawford, AICP  
Executive Officer

www.yololafco.org

Encl: LAFCo Resolution 2018-11

Copy: Brent Meyer, City of Woodland Community Development Director/City Engineer



## YOLO LOCAL AGENCY FORMATION COMMISSION

### Resolution № 2018-11

#### **Adopting the Municipal Service Review (MSR) and Sphere of Influence (SOI) Update for the City of Woodland (LAFCo No. S-051)**

**WHEREAS**, the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, set forth in Government Code Sections 56000 et seq., governs the organization and reorganization of cities and special districts by local agency formation commissions established in each county, as defined and specified in Government Code Sections 56000 et seq. (unless otherwise indicated all statutory references are to the Government Code); and,

**WHEREAS**, Section 56425 et seq. provides that the local agency formation commission (LAFCo) in each county shall develop and determine the sphere of influence (SOI) of each local governmental agency within the county, and enact policies designed to promote the logical and orderly development of areas within the spheres of influence; and,

**WHEREAS**, Section 56430 requires that LAFCos conduct a municipal service review (MSR) prior to, or in conjunction with, consideration of actions to establish or update a SOI in accordance with Sections 56076 and 56425; and,

**WHEREAS**, in 2018, the Yolo LAFCo conducted a review of the municipal services and SOI of the City of Woodland and based on the results of the MSR determined that the SOI for the City of Woodland should be updated; and,

**WHEREAS**, the Executive Officer set a public hearing for December 6, 2018 for consideration of the draft MSR/SOI Update and caused notice thereof to be posted, published and mailed at the times and in the manner required by law at least twenty-one (21) days in advance of the date; and,

**WHEREAS**, on December 6, 2018, the draft MSR/SOI Update came on regularly for hearing before LAFCo, at the time and place specified in the notice; and,

**WHEREAS**, at said hearing, LAFCo reviewed the draft MSR/SOI Update, and the Executive Officer's Report and Recommendations; each of the policies, priorities and factors set forth in Government Code Sections 56430; LAFCo's Guidelines and Methodology for the Preparation and Determination of Municipal Service Reviews and Spheres of Influence; and all other matters presented as prescribed by law; and,

**WHEREAS**, at that time, an opportunity was given to all interested persons, organizations, and agencies to present oral or written testimony and other information concerning the proposal and all related matters; and,

**WHEREAS**, the Commission received, heard, discussed, and considered all oral and written testimony related to the SOI update, including but not limited to protests and objections, the Executive Officer's report and recommendations, the environmental documents and determinations and the service review; and

**WHEREAS**, the Commission adopted the CEQA Findings as a Responsible Agency and MSR/SOI on a 4-0 vote, including direction to staff to add the Flood Study Area to the City of Woodland's Sphere of Influence as identified on its 2035 General Plan Land Use Map, and directed staff to return at the January 24, 2019, meeting and present a resolution and supporting materials consistent with its decision for approval by the Commission.

**NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED** that the Yolo Local Agency Formation Commission hereby adopts Resolution 2018-11 as consistent with the December 6, 2018 decision as follows:

1. Adopt the Municipal Service Review for the City of Woodland dated December 6, 2018 incorporated herein by this reference, subject to the following findings and recommendations; and
2. Adopt the Sphere of Influence Update for the City of Woodland as shown in Exhibit A, subject to the following findings.

## **FINDINGS**

1. Finding: Approval of the Municipal Service Review is consistent with all applicable state laws and local LAFCo policies.

Evidence: The project was prepared consistent with the requirements in the Cortese-Knox-Hertzberg Act for a MSR and all applicable Yolo LAFCo policies and adopted Standards for Evaluation. The MSR includes written determinations as required by Section 56430 of the Cortese Knox Hertzberg Local Government Act.

2. Finding: Approval of the SOI Update for the City of Woodland is in compliance with the Yolo LAFCo Project Policies Criteria for Spheres of Influence (Policy 6.3) as follows:
  - Retention and strengthening of community identities, as well as increasing efficiency and conserving resources, by providing essential services within a framework of controlled growth;
  - Identification of the county's prime agricultural land and protection of this land through all available devices, such as including controlling the provision of services, requiring infill development first, and preferring non-prime land for growth. Other open-space resources such as stream banks, flood plains, and present and future recreation areas should also be protected for public benefit;
  - Creation of realistic and controlled, yet flexible, planning areas into which anticipated services can be expanded as growth requires and as the communities' resources provide;
  - Provision of infrastructure systems such as streets, sewers, water, open space for parks and recreation as a product of growth, rather than growth inducing;
  - Encouragement of city annexation or incorporation as a means of supplying the full range of urban services as required; and
  - Evaluation of the availability and need for basic services in each community and forecast these to meet anticipated population growth, and recommend creation, expansion, consolidation and/or reorganization of districts when need for such change is indicated.

Evidence: The SOI Update consolidates new development with the City of Woodland rather than in incorporated or any new development areas. The City has created a framework of controlled growth by adopting its voter approved Urban Limit Line (ULL). The SOI Update would create realistic and controlled, yet flexible, planning areas for development. There is a value to aligning the SOI and ULL for simplicity and planning purposes. The City has adequate infrastructure to serve the added SOI growth areas.

The SOI area recommended for expansion would eventually result (i.e. upon future annexation) in the conversion of prime agricultural lands to urban uses. The City's 2035 General Plan has adopted a policy requiring 1:1 mitigation for every acre converted to urban uses as noted below. It also includes a policy requiring a 150' agricultural buffer from adjacent agricultural land. These mitigation measures would not be required for the SOI Update itself, but would be applied to any future development project. However, LAFCo acknowledges impacts resulting from urbanization of prime agricultural land would remain significant and unavoidable.

### RECOMMENDATIONS

1. The City of Woodland should review and/or improve its budget monitoring process to minimize or eliminate overdrawn appropriations.
2. The City of Woodland should create a strategy and necessary studies to increase its storm drainage fees since this fund has an accumulated net operating loss of almost \$5M over the past five years.
3. The City should consider changing accounting and financial reporting of the Cemetery fund from enterprise fund to governmental activity as the service cannot realistically be self-supporting and requires general fund support. (For comparison, the Davis Cemetery District received \$237,713 in FY 2016/17 property tax revenue and the Winters Cemetery District received \$137,774 in FY 2016/17 property tax revenue, within their respective city limits.)
4. Provide any City contracts for building/fire plan check & inspection, fleet maintenance, park/landscape maintenance and arborist/tree maintenance services (per LAFCo's March 23, 2018 memo), to allow LAFCo to compare contractors and rates with the other cities and Yolo County for shared services opportunities.
5. Strive to continue with the City's recent practice of completing audits within 6 months and no more than 9 months from the end of the fiscal year.

**PASSED AND ADOPTED** by the Yolo Local Agency Formation Commission, State of California, this 24<sup>th</sup> day of January 2019, by the following vote:

Ayes: *Arnold, Sandy, Saylor, Stallard, Woods*  
Noes: *NONE*  
Abstentions: *NONE*  
Absent: *NONE*



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Olin Woods, Chair  
Yolo Local Agency Formation Commission

Attest:

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Christine Crawford, Executive Officer  
Yolo Local Agency Formation Commission

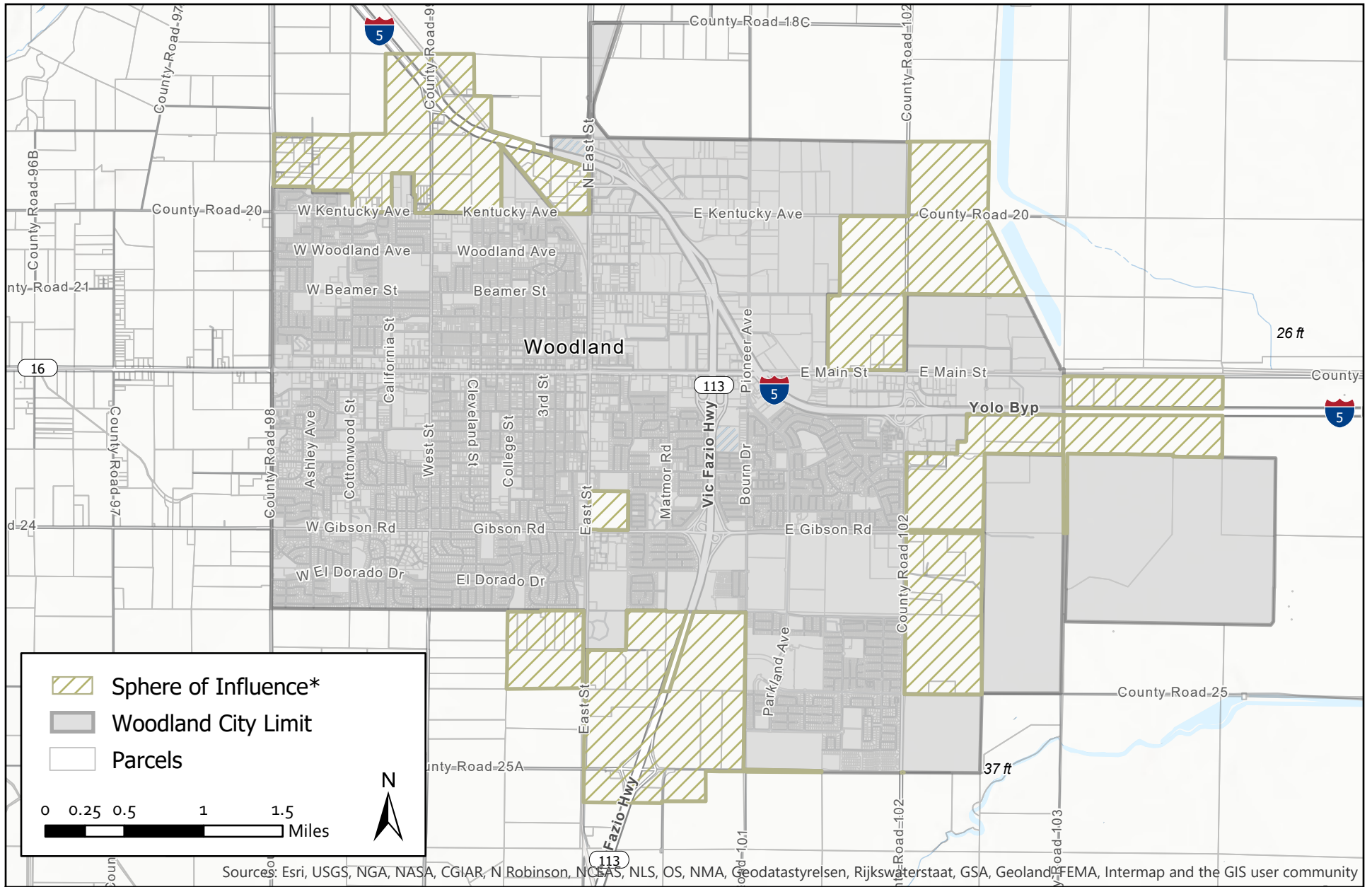
Approved as to form:

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Eric May, Commission Counsel



# City of Woodland Boundary and Sphere of Influence



\*City of Woodland Urban Limit Line is coincident with the Sphere of Influence

Adopted by LAFCo on December 6, 2018





**LAFCO**

**Meeting Date:** 03/31/2022

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**Information**

**SUBJECT**

Commission discussion and direction regarding Fire Protection District draft governance recommendations for LAFCo's Municipal Service Review (no action will be taken)

**RECOMMENDED ACTION**

Following a staff overview, discuss and provide direction regarding Fire Protection District draft governance recommendations for LAFCo's Municipal Service Review (MSR). Staff will incorporate the Commission's direction into the draft MSR, tentatively scheduled for a public hearing on May 26, 2022.

**FISCAL IMPACT**

None.

**REASONS FOR RECOMMENDED ACTION**

LAFCo staff have been working on this MSR for the fifteen (15) fire protection districts (FPDs) since summer 2021. Two of the state-mandated determinations for MSRs is the "status of, and opportunities for, shared services and facilities" and "accountability for community service needs, including governmental structure and operational efficiencies" (Government Code Section 56430). Therefore, LAFCo is required to make a determination regarding FPD governance and making recommendations to that end.

As staff engaged with the districts regarding governance, it became readily apparent that any recommended changes could have potentially significant ramifications and would, understandably, be controversial. Staff recommends an iterative approach would be useful in this case, providing a two-step process with the Commission: (1) discussing and providing direction on governance issues at the March 31, 2022 meeting; and (2) holding the public hearing for consideration and potential adoption of the MSR at the May 26, 2022.

**BACKGROUND**

Please see attachment A. The report contains maps and tables that do not import into the agenda software well.

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**Attachments**

ATT A Staff Report Background Section 03.31.22

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**Form Review**

**Inbox**

Christine Crawford (Originator)  
Form Started By: Christine Crawford  
Final Approval Date: 03/23/2022

**Reviewed By**

Christine Crawford

**Date**

03/23/2022 09:08 AM  
Started On: 03/22/2022 05:00 PM



## **BACKGROUND**

### **Fire Reorganization Trends Across the State**

Fire districts in California are faced with considerable challenges, including securing adequate sustainable revenue, public reluctance to tax themselves to fund services, increased calls for service, demand on automatic/mutual aid, and loss of community volunteer base. The fire season has extended into nearly a year-round event. Agencies that have traditionally relied primarily on volunteers are especially challenged, as many see declines in volunteer ranks and diminished availability of volunteer firefighters.

With most of the state in a declared drought emergency and record setting years for wildfires, many LAFCos statewide have either completed or are working on fire reorganizations in their counties. LAFCos around the state have seen a significant uptick in applications seeking approval of service contracts, and more crucially, agency reorganization proposals.

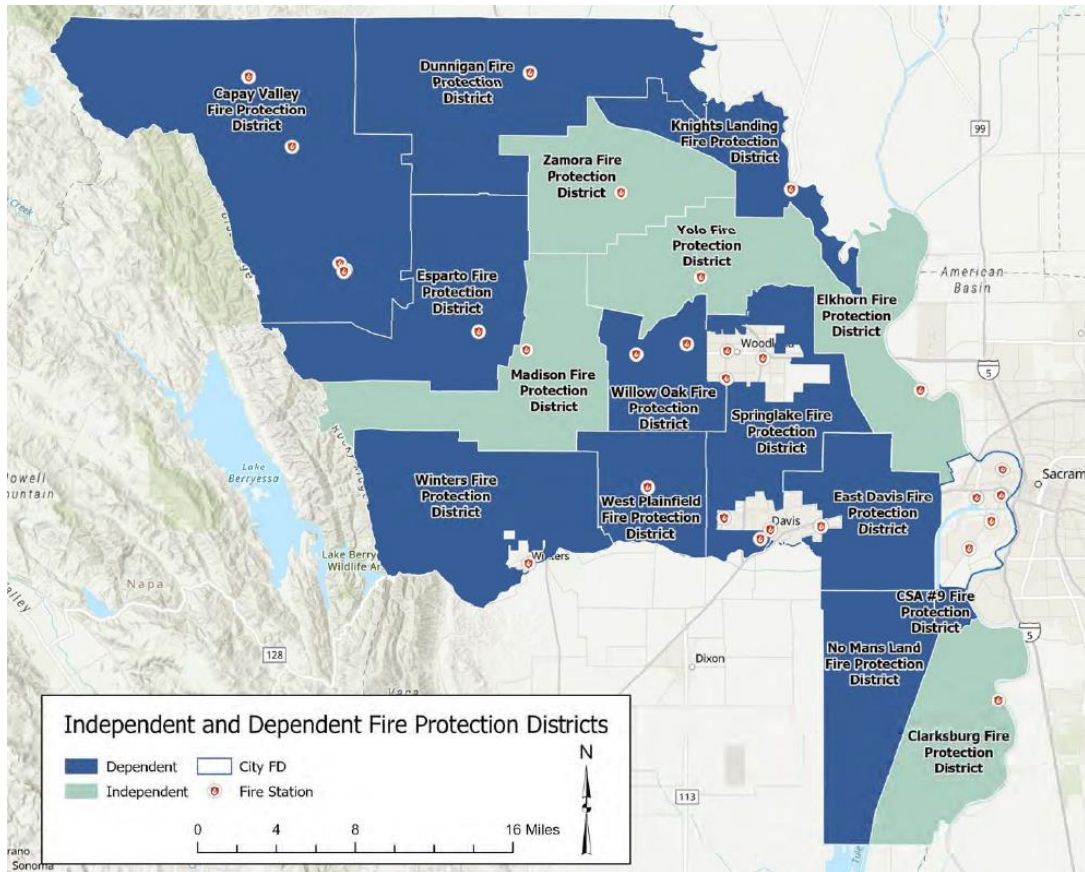
Agencies are passing special taxes to support a growing trend of moving to paid staffing, and they are also increasingly looking at “scaling up” by reorganizing with neighboring agencies or entering into service contracts with other providers.

There is no “one size fits all” approach to fire service from county to county, but its important to look at the evolving nature of fire service and get in front of trends. LAFCos are also using the Municipal Service Review process to identify reorganization opportunities, in some cases taking a leadership role in helping agencies identify more effective service provision models. This is the approach for the 2022 Yolo LAFCo Municipal Service Review (MSR) for the Yolo Fire Protection Districts (FPDs).

### **Countywide FPDs**

FPDs in the county were formed from 1927 to 1974, cover the entire unincorporated area, and are authorized to provide fire protection and emergency response services. FPDs under state law can be formed as either independent districts with its own board or as a dependent district under the Board of Supervisors (BOS). The BOS can elect to delegate its FPD authority to a local fire commission. In Yolo County, there are 5 independent FPDs and 10 dependent FPDs, and the BOS has delegated authority to a local fire commission for 9 of those 10 dependent districts (all except No Man’s Land FPD).

The map below provides an overview of the 15 FPDs countywide, their geographic territory, and whether they are formed as independent districts or dependent districts to Yolo County.



## 2016 LAFCo Municipal Service Review

LAFCo's last review of FPDs was prepared by Citygate Associates and adopted in 2016. The MSR identified the following key FPD challenges: rising costs and stagnant revenues, a shrinking volunteer labor pool, and increased demands for service.

The two complaints staff hears the most from FPD representatives about the 2016 MSR are: (1) The consultant's misunderstanding of the YECA data regarding missed calls; and (2) The FPDs financial projections penalized them for having reserve apparatus (i.e., maintenance costs were included for unused reserve apparatus). These issues undermined confidence in (and FPD acceptance of) the report and its recommendations. However, many of the 2016 MSR findings and recommendations for shared services and governance remain valid today:

- *Despite a continual recruitment effort, most Yolo County fire protection districts struggle to maintain an adequate roster of volunteer firefighters able to devote the time to maintain training requirements and also be available to regularly respond to emergency incidents. (Finding #4)*
- *Elkhorn FPD should consider a contract for service with the City of Woodland and/or the City of West Sacramento to achieve long-term fiscal sustainability and continuity of services. (Recommendation #8)*
- *Esparto and Madison FPDs should consider consolidating into a single district to enhance operational and fiscal efficiencies. (Recommendation #13)*

- *Services could be enhanced across all of the districts by creating a cooperative countywide regional fire service framework (Finding #14)*
  - *Training oversight*
  - *Common training and performance standards*
  - *Standardization of fire apparatus design specifications*
  - *Cooperative purchasing, including debt funding or lease purchasing of fire apparatus and other capital equipment*
  - *Shared reserve apparatus*
  - *Shared volunteer firefighters*
  - *Weekday staffing of selected districts with stipended firefighters to provide regional on-duty response coverage*
- *Creation of a cooperative countywide regional fire service framework could provide a structure that, in addition to potentially providing funding to support capital infrastructure replacement, could also provide other operational and support benefits to rural fire districts without loss of local control (Finding #40)*
- *The rural fire districts should consider exploring feasibility and support to expand the authority and powers of the West Valley Regional Fire Training Consortium, or the Yolo County Fire Chiefs Association, to provide a cooperative countywide regional fire service framework (Recommendation #14)*

Unfortunately, no action has been taken by the FPDs on any of these recommendations listed above since the 2016 MSR. Therefore, these issues remain and need to be addressed again with this 2022 MSR.

### **2018 FPD Request for a Portion of Proposition 172 Public Safety Funding Received by Yolo County**

#### *Proposition 172 History*

In 1992, facing serious budget issues, the State instructed county auditors to take the allocation of local property tax revenues from local government and give it to schools (educational revenue augmentation funds or “ERAF”). To cushion the impact of these shifts, the State submitted a proposal for a new sales tax. Proposition 172 (aka “Prop 172”), the Local Public Safety Protection and Improvement Act of 1993, was approved by California voters. It replaced a half-cent sales tax, meaning taxpayers saw no net increase in their overall tax burden.

Mindful of the substantially larger proportion of impact to counties than to cities and special districts, the State initially considered allocating all Prop 172 funds to counties only but realized success with the voters would be enhanced with the support of city officials, so a portion was allocated to cities also<sup>1</sup>. According to the Prop 172 analysis by the Legislative Analyst at the time, “the additional sales tax revenues resulting from this measure are intended to offset part of the \$2.3 billion in county and city revenue losses that resulted from adoption of the State’s 1993-94 budget” (that took property tax revenues).

Yolo County lost 65% of its property taxes to fund schools through ERAF, which is an ongoing shift occurring annually. This shift equaled \$40.5 million in fiscal year (FY) 20/21 and the County’s share of Prop 172 replaced \$24.5 million of that loss. FPDs are impacted differently by these property tax shifts. For FY 20/21 the ERAF tax shifts for 6 out of the 15 FPDs resulted in additional property tax revenue (ranging from +13.0% to +106.5% of property tax revenue), while the other 9 FPDs lost revenue (ranging from -3.8% to -20.0% of property tax revenue).

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<sup>1</sup> Coleman Advisory Services Proposition 172 Facts, Updated October 2006

The purpose of Prop 172 was not increasing public safety funding, but to maintain public safety funding levels in spite of property tax shifts. The monies are collected and allocated to each county based on its proportionate share of statewide taxable sales. The FPDs are eligible to receive Prop 172 funding and counties determine the allocation to local public safety. Most counties do not allocate Prop 172 funds for fire protection if it was determined by the county it did not provide fire protection services at the time Prop 172 was implemented<sup>2</sup>. However, over the years some additional counties have begun to distribute some Prop 172 funds to FPDs and currently it is estimated 43 of 58 counties do<sup>3</sup>.

#### *FPD Request for Prop 172 Funding*

The 2016 LAFCo MSR noted Prop 172 as a potential revenue source, stating “While a portion of these funds are allocated to fire agencies in some other counties, potential funding for the districts would need to be taken up with the Yolo County Board of Supervisors.” The MSR did not include a recommendation the FPDs should receive a portion of this funding.

Sometime in 2018, FPD representatives began talking to the County Administrative Officer (CAO) about receiving an ongoing portion of the existing Prop 172 revenue. In 2019 Yolo County staff researched and prepared a [report](#) regarding the challenges facing the Yolo County Fire Protection Districts. As a result, the Board directed staff to work with the FPDs to develop a long-term sustainability plan and formed the Yolo County [Fire Protection Sustainability Board Ad Hoc Committee](#) (“Ad Hoc Committee”) for this purpose, consisting of District 3 Supervisor Sandy and District 5 Supervisor Barajas. Representatives of the Yolo County Fire Chiefs Association (YCFCA) are also members of the committee. The goal of the Ad Hoc Committee is to work collaboratively with the YCFCA to develop options and implementation strategies to ensure the long-term sustainability of the fire protection services in Yolo County.

The Ad Hoc Committee began meeting in August 2019, gathering and evaluating data, and assessing baseline operational standards. It also met with Amador and Sonoma County officials regarding similar fire service sustainability and reorganization efforts in those counties. The FPDs offered a proposal for the Ad Hoc Committee to distribute a percentage of the Prop 172 revenue growth (i.e., not taking current funding away from the County, only a portion of the sales tax revenue growth over time) and the County representatives on the Ad Hoc Committee indicated a desire to instead look for new revenue sources (i.e., FPD Proposition or “Prop” 218 assessments) first and then potentially to look at other County revenue sources, such as Cannabis Program funding.

In June 2021, LAFCo amended its work plan to expedite its countywide FPDs MSR process to help inform questions regarding FPD financial sustainability, operational efficiencies and FPD needs. On September 9, 2021, Yolo County set aside one-time funding of \$500,000 in Cannabis funding: \$200,000 for FPD’s fire season needs; and \$300,000 to pay for a consultant to prepare nexus studies to update and/or establish Prop 218 assessments for all the FPDs.

In September 2021, the County also set aside \$550,000 of general fund contingency revenues in the adopted FY 2021-22 budget for implementation of a long-term sustainability plan that is mutually agreed upon with the FPDs. The County and the FPDs are hopeful that after the LAFCo report is adopted, a mutually agreed upon fire service sustainability plan will be developed in a timely manner. County staff expect that any plan considered by the BOS will need to require the FPDs to support funding its own needs (subject to voter Prop 218 approval) before or concurrent with any commitment of County funds.

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<sup>2</sup> CALAFCo University “Fire District Consolidation” Course Material June 5, 2009, page 17

<sup>3</sup> Yolo County Fire Protection Districts Review of Challenges and Strategic Approaches, July 2019

The County's Ad Hoc Committee work is separate and distinct from LAFCo's MSR process, however, the two processes are relating to each other more and more. The County has tabled any conversations regarding additional stable ongoing funding for the FPDs until the completion of the LAFCo MSR.

### **2022 LAFCo Municipal Service Review**

The countywide FPDs MSR process began in summer 2021. The LAFCo Commission was last updated regarding MSR work and data collected at its [December 9, 2021 meeting](#) (link) regarding data collected for the following MSR determinations required by Government Code Section 56430:

- *Growth and Population: "Growth and population projections for the affected area" (also call volume in the case of fire service)*
- *Capacity and Adequacy of Public Facilities and Services: "Present and planned capacity of public facilities, adequacy of public services, and infrastructure needs or deficiencies"*
- *Financial Ability: "Financial ability of agencies to provide services"*

This data informs the need for shared services and governmental structure and operational efficiencies.

### **SHARED SERVICES AND GOVERNMENTAL STRUCTURE AND OPERATIONAL EFFICIENCIES**

#### **Overall Recommendation/Approach**

The scope of this discussion is framed by these required MSR determinations (collectively referred to as "governance" recommendations):

- *Shared Services and Facilities: "Status of, and opportunities for, shared services and facilities"*
- *Accountability, Structure and Efficiencies: "Accountability for community service needs, including governmental structure and operational efficiencies"*

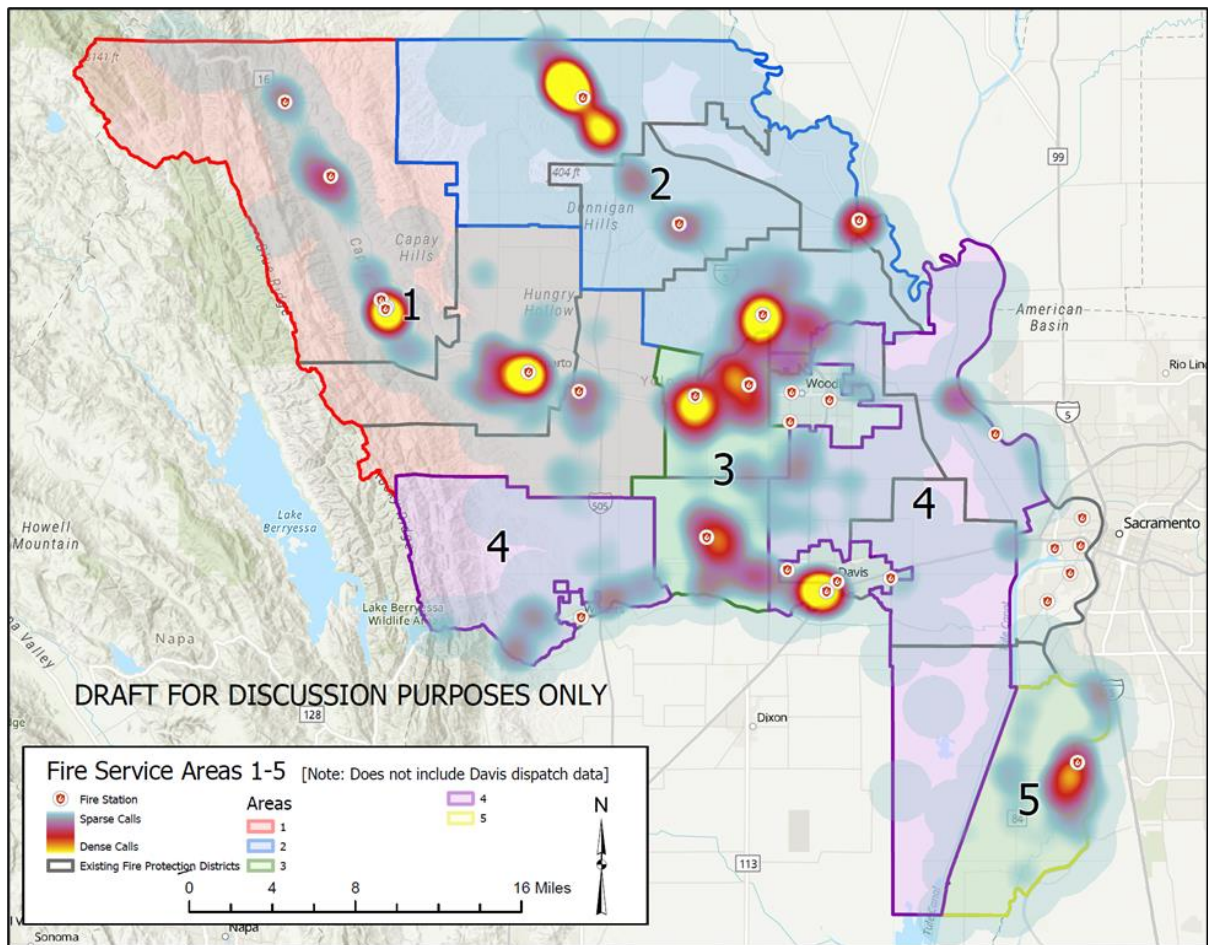
Given the adequacy, deficiencies, and needs of fire services provided by each FPD, the YCFCA MSR Subcommittee (YCFCA appointed chiefs who volunteered to support LAFCo in its MSR process) met five times in January 2022 to develop draft governance recommendations.

The MSR Subcommittee was guided by the following values and principles:

- What promotes the best service to the public?
- What is the most efficient and effective utilization of our resources?
- What is the "right" balance of economies of scale versus flexibility to address local conditions?

Below is the graphic used to explain the overall recommendation/approach. The 15 FPDs are separated into Areas 1-5 with recommendations for each Area. The base map shows a heat map representing calls for service, a data visualization technique that shows the magnitude and spatial distribution of calls for service. Below this map a narrative follows that explains what is recommended for each of Areas 1-5 shown.





### Fire Service Areas 1-3

Fire Service Areas (“Areas”) 1-3 include FPDs that provide direct services (i.e., do not contract with cities for service). Staff recommends the FPDs in each Area develop governance solutions that will provide for a coordinated and more uniform level of service and operation. The governance solution for each Area could take a variety of forms including: Joint Operation Agreements (JOAs), contracts for services, Joint Powers Agreements/Agencies (JPAs), or agency merger/consolidation. The goal for coordinated/joint operations in each Area is to achieve a similar service standard, efficient use of resources, consistent training/testing/reporting, standardization, and improved coordination during incident response.

The selection for FPDs for each area were based on geography, FPDs that were already working together formally or informally, and the fire service principle of “span of control”. Span of control refers to the number of individuals or resources that one supervisor can manage effectively during an incident. The optimal span of control is one supervisor to five subordinates (1:5) but can range from 1:3 to 1:7. For the MSR, this principle is being used instead as the ideal number of stations in Areas 1-3 for coordination purposes.

Yolo FPD was originally included in Area 3 which created better balance across Areas 1-3 from a geographical and dispatch numbers perspective, however, the Chief indicated his district already works more closely with Knights Landing and Zamora FPDs and requested to be part of Area 2 instead. Staff recommends this adjustment because these governance recommendations will be more easily implemented by leveraging existing FPD relationships.



The draft recommendation is for the FPDs to sign JOAs for each area to share staff, apparatus, training, reporting, and standardization. These JOAs would create the framework for what’s called a “functional consolidation” in LAFCo terminology, meaning they are operating together for many practical purposes, but not a legal agency consolidation. A JOA could lay the groundwork for a later consolidation or it may suffice long-term.

The matrix below shows the efficiencies that could be achieved with either a JOA or consolidation. Most efficiencies can be achieved with a JOA, so legal consolidation may not be worth the cost and effort depending on the situation.

**Joint Operations Agreement Versus Legal Consolidation**

	Status Quo	Joint Operations Agreement	Consolidation (or Dissolution/Annexation)
Improved station coverage		☑	☑
Shared paid personnel, reserves and volunteers		☑	☑
Shared apparatus and equipment		☑	☑
Standardization (equipment, UFC, training, testing, policies, and procedures)		☑	☑
Cooperative Purchasing		☑	☑
Consolidated FPD board/commission (1 instead of 3)			☑
Reduced administration costs (1 insurance, incident reporting, SCO report, website, budget, AP, grants, etc. instead of 3)			☑
Easier to Undo	NA	☑	

**Fire Service Area 4**

Its recommended Elkhorn FPD contract with the cities of West Sacramento and Woodland for services (consistent with the 2016 MSR), resulting in five contract FPDs that comprise Area 4. It is further recommended these five contract FPDs be consolidated into one and establish four “Service Zones” (under Fire Protection District Law Health and Safety Code Sections 13950 – 13956) that correlate to the city service areas. Each Service Zone can also have its own Prop 218 assessment and/or development impact fee and citizen advisory committee, if needed.

**Fire Service Area 5**

Clarksburg FPD’s land-locked geography limits its ability to share services and operations with other FPDs. Therefore, it is recommended to remain as-is.

**FIRE SERVICE AREAS DISCUSSION AND DRAFT RECOMMENDATIONS**

Below is a high-level summary of FPD performance indicators that inform the governance discussion. Performance indicators are not included for contract FPDs because the data is not separated out between incident response for the city versus the FPD territory and presumed to be adequate.

### FPD Performance Indicators

FPD	ISO	Personnel Issues				Financial Issues	
	Rating <sup>4</sup>	Fire Response	Rescue/EMS Response	Response Time (9 min > 80%)	Missed Calls (<1%, 1-3% or >3%)	Apparatus >25 yrs. old	Fund Balance (+/- or flat trend)
Capay Valley	8	■	■	□	■	□	■
Clarksburg	5/8	■	■	□	■	□	■
Dunnigan	NP	□	□	■	⊗	□	■
Elkhorn	NR	□	□	□	□	□	⊗
Esparto	5/10	■	⊗	■	■	■	■
Knights Landing	5/5Y	⊗	■	□	□	□	⊗
Madison	5/10	⊗	⊗	■	■	□	■
West Plainfield	3/3Y	■	■	■	■	■	⊗
Willow Oak	3/3Y	⊗	■	■	■	■	■
Yolo	4/4Y	□	□	□	■	□	□
Zamora	8b/10	□	■	□	⊗	□	■

\* Matrix Legend: ■ = fully meets criteria; ⊗ = partially meets criteria; □ = does not meet criteria

#### Area 1

##### FPD Info (FY 20/21)

FPD	Area (ac)	Est.		Dispatches			Ending Fund Balance	ISO	Station Coverage	Paid Fire Personnel (FTE)	Reserves with stipend	Volunteers
		Residential Pop.	Total Dispatches	Inside Jurisdiction	Core Revenue							
Capay Valley	D	110,345	1,130	194	149	\$ 214,901	\$ 1,220,126	8	On Call	1.5	0	17
Esparto	D	48,161	3,122	589	469	\$ 298,188	\$ 810,273	5/10	Regular Hours	2.5	6	21
Madison	I	42,325	962	321	175	\$ 254,074	\$ 493,678	5/10	Regular Hours	2.0	12	12

Capay Valley FPDs performance deficiencies are response time (met for 50-60% of calls) and age of apparatus. Most of the volunteers live/work locally, so it can get enough personnel on scene, it just takes more time to arrive on scene with a station staffed by volunteers.

Esparto FPDs performance deficiencies are just less than adequate personnel on scene for rescue/EMS calls, but a drop off in service levels is visible in the NFIRS data beginning in December 2019. Response times are met 90-95% of calls.

Madison FPDs performance deficiencies are just less than adequate personnel on scene for both fire and EMS calls. Response times are achieved within 9 minutes for 85-90 % of calls. It also is using apparatus greater than 25 years old.

<sup>4</sup> ISO Ratings range from 1-10 (10 is the lowest rating). FPDs are graded on fire flows, emergency communications, FPD staffing/training/operations, and water supply. Split ratings represent within/beyond 1,000 feet of water supply. For rural FPDs, it's not possible to be graded higher than 3 due to not having hydrants. NP/NR means the FPD either did not provide the information or is not rated.

## Governance Background/Options

Capay Valley is responding with enough volunteers on scene, but response time is an issue. Capay Valley and Esparto FPDs are early adopters and have already entered into a JOA, which is a model shared services agreement/framework also recommended for Areas 2 and 3. Esparto FPD recently hired a shared driver/operator position who will staff Capay Valley's Guinda Station 3 days per week and the Esparto Station 2 days per week, which will bring both stations to 7-day coverage from 8 am to 5 pm.

The Esparto FPD Chief is concerned about the number of personnel that will be required to serve the additional 400 residential units for Esparto that have been approved by the County and are in the construction pipeline. The units will increase the FPD's assessed valuation, however, the Esparto FPD receives on average 3.9% of property taxes, which is relatively low as compared to the other FPDs.

Madison FPD was invited to participate in this JOA from the beginning stages. Madison FPD is an independent district and has indicated it is not interested in joining the JOA at this time. Concerns expressed include: (1) A consolidation with Esparto would improve service in Esparto but reducing service to Madison residents; and (2) The Madison FPD serves as a community center and joint operations with Esparto would negatively impact the community identity and alienate residents and volunteers.

Some community members at the Area 1 outreach meeting pushed back on staff's draft recommendation stating LAFCo could only recommend governance changes if a problem was identified, which is not the case. The 2004 and 2016 MSRs recommended that Esparto and Madison FPDs be consolidated for operational and financial efficiencies. The Esparto and Madison FPD stations are 3 miles apart and together have 4 paid staff providing redundant daytime coverage. A more effective allocation of resources could provide 24/7 coverage at the Esparto station and maintain Madison as a volunteer station (many of the Madison volunteers apparently live in Esparto). The dispatch response matrix can be adjusted for station coverage backup as needed.

Since Capay Valley and Esparto FPDs have already adopted and are working on implementing its JOA, options to address Madison FPD include:

- Leave Madison FPD alone as an independent FPD and reevaluate in the next MSR; or
- Initiate reorganization proceedings to consolidate Madison with Esparto FPD

Leaving Madison FPD alone would result in less coverage for its residents than if it were consolidated (either functionally through a JOA or legally through consolidation). Therefore, a functional or legal consolidation would promote the best service to the public and more efficient and effective utilization of resources.

## Area 1 Recommendations

- Capay Valley, Esparto and Madison FPDs should provide for a coordinated and more uniform level of service and operation through either: (1) a Joint Operation Agreement (JOA); or (2) agency merger/consolidation. The goal for coordinated/joint operations in each Area is to achieve a similar service standard, efficient use of resources, consistent training/testing/reporting, standardization, and improved coordination during incident response.
- If Madison FPD does not enter into the JOA already established by Capay Valley and Esparto FPDs in good faith, a LAFCo reorganization to combine Esparto and Madison FPDs should be initiated if its determined consolidation would promote better service to the public and be a more efficient and effective utilization of resources.

## Area 2

### FPD Info (FY 20/21)

FPD		Area (ac)	Est.		Dispatches			Ending Fund Balance	ISO	Station Coverage	Paid Fire Personnel (FTE)	Reserves with stipend	Volunteers
			Residential Pop.	Total Dispatches	Inside Jurisdiction	Core Revenue							
Dunnigan	D	70,351	1,110	551	498	\$209,196	\$ 514,613	NP	Full Time 24/7	0	0	31	
Knights Landing	D	23,692	1,058	325	167	\$119,981	\$ 381,193	5/5Y	On Call	0	0	13	
Yolo	I	33,584	970	458	278	\$192,180	\$ 241,560	4/4Y	Regular Hours	1.0	0	21	
Zamora	I	33,709	335	152	110	\$157,907	\$ 648,080	8b/10	On Call	0	0	13	

Dunnigan FPD deficiencies are having sufficient personnel on scene for both fire and EMS calls, missed calls (0.4%), and is operating with apparatus greater than 25 years old. It is arriving on scene in a timely manner 80-85% of the time, but rarely with sufficient personnel. Its fund balance is trending in a positive direction over the last 5 FYs.

Knights Landing FPD's performance deficiencies are just under an average of 4 personnel on scene for fire incidents, response times met only 50-60% of the time, and 3.0% missed calls. Its fund balance is trending relatively flat over the last 5 FYs.

Yolo FPD deficiencies include fire/EMS personnel on scene, response times (70-80% within 9-minutes), apparatus greater than 25 years old, and a fund balance that is trending down over the last 5 FYs. The Chief indicates the incident data submitted was in error but has not yet provided LAFCo with updated information (after more than three months). Anecdotally, other FPD chiefs indicate Yolo is performing adequately.

Zamora FPD performance issues are sufficient personnel responding to fire incidents, response times met 70-80% of calls, and operating with apparatus greater than 25 years old. The ISO rating is also extremely low. The chief is relatively new and volunteer part-time. Surrounding chiefs report service has improved in the last year.

### Governance Background/Options

The 2005 MSR for Dunnigan identified the need to increase revenues and fund at least one full-time paid firefighter/operator (back when there were only roughly 325 dispatches in 2004). Dunnigan FPD apparently hired a paid person without increasing revenues, and then in the 2016 MSR Dunnigan was identified as not being financially sustainable. Currently, Dunnigan is operating with no paid staff and no appointed Chief with 551 dispatches last FY. The most recent Dunnigan FPD Chief's management style alienated other FPD's and its own volunteers (according to other chiefs), and he recently left the position but is still volunteering at the station. The number of volunteers listed can be misleading because not all are active or located in the district.

Staff is concerned because the Dunnigan FPD appears to be significantly lacking in leadership at both the fire commission and personnel level. On February 7, 2022, Supervisor Barajas and staff met with two of its fire commissioners to offer any assistance possible with finding funding to hire a new fire chief or getting help on a temporary basis, but no help has been requested nor action taken to staff's knowledge. At the March 9, 2022 Dunnigan FPD commission meeting, the agenda did not include an item to address the vacant chief position and it became apparent that operations are currently being led by a part-time reserve/volunteer who stated he's planning to take a job with CalFire within 1-2 months and leave the FPD.

Considering the volume of Dunnigan FPD calls, full-time paid staff is needed plus a reserve program. The commission seemed open to this recommendation but skeptical its residents would pass a Prop 218 assessment to fund it. In staff's opinion, the current situation in Dunnigan is dire. Staff recommends Dunnigan FPD needs new leadership personnel hired as soon as possible and it will take some time to mend relationships with surrounding FPDs before a JOA is attempted.

Knights Landing FPD resources have been significantly drained in recent years by the failing Robbins FPD across the Sutter County border, but this situation has apparently improved recently. Anecdotally, morale and operations seem to have improved over the last six months. With its relatively high call volume served by a small volunteer base, Knights Landing FPD should also have full-time paid personnel. Knights Landing FPD representatives seemed open to a JOA and indicated it worked most closely with Yolo FPD.

Yolo FPD has numerous performance indicator issues and it's unknown if personnel response will be addressed with updated incident data. It is the only FPD with a negative fund balance trend over 5 FYs. When staff met with the board, it indicated it was not interested in a JOA because it would bring its service capacity/levels down. The Yolo FPD board has strong leadership and the FPD is respected by Knights Landing and Zamora FPDs. Staff hoped that including Yolo FPD in Area 2 would bring its leadership to leverage with the other struggling FPDs, but Yolo FPD is not interested at this time.

Zamora FPD declined staff's presentation altogether. Anecdotally, staff has heard the FPD representatives are not interested in County funding if it comes with JOA/consolidation strings attached.

LAFCo's 2005 MSRs for Knights Landing, Yolo and Zamora FPDs recommended these three districts consolidate to achieve operation and financial efficiencies, but it never happened. A similar recommendation was not included in the 2016 MSR.

Options include:

- Leave Yolo and Zamora FPDs alone as independent FPDs and reevaluate in the next MSR;
- Initiate reorganization proceedings to consolidate Yolo and Zamora FPDs with surrounding FPDs;
- Utilize some other combination of JOAs and consolidations; or
- Consolidate all four FPDs.

#### Area 2 Recommendations

- Yolo County needs to focus immediate efforts with the Dunnigan and Knights Landing FPDs as dependent districts and disadvantaged communities. For Dunnigan FPD in particular, it is currently operating without a fire chief and commissioner board training is needed. A specific goal for Dunnigan and Knights Landing FPDs is to each hire a 0.5 FTE fire chief as soon as possible (that could be shared if a full-time position attracted a stronger candidate) to improve operations and service levels. It is recommended that a minimum of 3.5 FTE (potentially more for Dunnigan FPD) and a reserve program is ultimately needed for each station.
- Knights Landing, Yolo and Zamora FPDs should provide for a coordinated and more uniform level of service and operation through either: (1) a Joint Operation Agreement; or (2) agency merger/consolidation. Dunnigan FPD should join the coordination efforts (i.e., the JOA or merger/consolidation) in a later phase after its leadership is reestablished and earns trust back among the other Area 3 FPDs. The goal for coordinated/joint operations in each Area is to achieve a similar service standard, efficient use of resources, consistent training/testing/reporting, standardization, and improved coordination during incident response.

- If either of the dependent FPDs (Dunnigan and Knights Landing FPDs) do not enter into Area 2 JOAs in good faith, the BOS should consider rescinding delegation of its authority and enter into said agreement.
- If either of the independent FPDs (Yolo and Zamora FPDs) do not enter into Area 2 JOAs in good faith, a LAFCo reorganization to combine Yolo and/or Zamora FPDs with some combination of other Area 2 FPDs should be initiated if its determined consolidation would promote better service to the public and be a more efficient and effective utilization of resources.

### Area 3

#### FPD Info (FY 20/21)

FPD	Area (ac)	Est.		Dispatches			Ending Fund Balance	ISO	Station Coverage	Paid Fire Personnel (FTE)	Reserves	
		Residential Pop.	Total Dispatches	Inside Jurisdiction	Core Revenue	Balance					with stipend	Volunteers
West Plainfield	D	21,221	752	233	180	\$370,093	\$ 385,631	3/3Y	Full Time 24/7	3.75	3	19
Willow Oak	D	21,546	2,502	554	382	\$453,387	\$ 865,485	3/3Y	Full Time 24/7	4.0	15	16

West Plainfield does not have any performance indicator deficiencies, other than a flat trend on its fund balance trend over 5 years.

Willow Oak does not have any performance indicator issues other than responding to fire calls on average with just under the recommended standard of 4 personnel.

#### Governance Background/Options

The West Plainfield and Willow Oak FPD commissions seem amendable to entering into a JOA. Staff from both FPDs are excited about the opportunities created by working more closely together and have already exchanged draft JOAs for review. Therefore, things are moving forward to implement this recommendation already.

#### Area 3 Recommendation

- West Plainfield and Willow Oak FPDs should provide for a coordinated and more uniform level of service and operation through a Joint Operation Agreement or agency merger/consolidation. The goal for coordinated/joint operations in each Area is to achieve a similar service standard, efficient use of resources, consistent training/testing/reporting, standardization, and improved coordination during incident response.
- Once the Area 3 JOA is established and operating successfully, combining the JOAs for Areas 1 and 3 into one larger JOA should be considered (in the 3 to 5-year timeframe).

### Area 4

#### FPD Info (FY 20/21)

FPD	Area (ac)	Est.		Dispatches			Ending Fund Balance	ISO	Station Coverage	Paid Fire Personnel (FTE)	Reserves	
		Residential Pop.	Total Dispatches	Inside Jurisdiction	Core Revenue	Balance					with stipend	Volunteers
East Davis	D	29,143	2,075	297	297	\$824,863	\$1,432,155	NA (City)	City Contract	NA	NA	NA
Elkhorn	I	30,703	128	168	150	\$111,853	\$ 365,374	NR	On Call	0	0	8
No Mans Land	D	35,639	82	15	15	\$ 26,896	\$ 2,879	NA (City)	City Contract	NA	NA	NA
Springlake	D	32,545	6,587	240	240	\$556,024	\$ -	NA (City)	City Contract	NA	NA	NA
Winters	D	50,528	1,015	301	301	\$375,948	\$ 500,005	NA (City)	City Contract	NA	NA	NA

Elkhorn FPD has performance deficiencies across all the indicators: response personnel, response time, missed calls (6.7%), apparatus over 25 years old, and a flat fund balance trend over the last 5 FYs.

#### Governance Background/Options

Elkhorn FPD is resistant to the recommendation to contract out all its services to the cities of Woodland and West Sacramento. When staff met with the Elkhorn FPD board, it indicated it would instead seek to negotiate with the cities for a fee per call for I-5 and River Road calls (55 rescue/EMS calls in FY 20/21). The board was going to regroup and look at what it can afford. However, staff's recommendation is Elkhorn does not have sufficient funding to pay the cities and maintain itself to respond to the other minimal calls (8 fire calls in FY 20/21). It would not make sense to increase Pop 218 fees more on such a small population to cover the costs to respond to accidents mostly generated by the surrounding area. The 2016 LAFCo MSR recommended Elkhorn FPD consider a contract for service with the cities of West Sacramento and Woodland. In staff's opinion, Elkhorn is fighting a losing battle that it does not make sense to overcome. Elkhorn FPD has done the best it can with such low core revenues and population, but it cannot keep up with increasing traffic and calls for service on I-5 and River Road caused by development in surrounding areas.

For the four other FPDs in Area 4 that already contract with cities for fire service, three out of the four FPDs have BOS powers delegated to a local Fire Commission (the BOS serves as the board for the No Man's Land FPD). However, Springlake FPD has struggled for years maintaining its commissioners and eventually it will lose its quorum and the BOS will assume those responsibilities. The two active FPD commissions are East Davis and Winters FPDs. A review of agendas indicates non-substantive items (weed abatement, Prop 172, and Fire Safe Council updates) and in Winters' case items that may be redundant to City fire department activities (Capital Improvement Plan and Development Impact Fee Study to present to the BOS). Staff recommends this additional layer of fire commissions are inefficient and unnecessary and governance could be more effectively handled by the city fire departments and the BOS.

There are also inefficiencies created with some of the existing contract FPD boundaries. Specifically, the City of Davis provides fire services to three FPDs with inconsistent contract costs. The three boards/commissions that handle these contracts operate unaware of the provisions of the other FPDs and are unable to maintain consistency because they operate in separate silos.

The East Davis FPD commissioners expressed vehement objection to be consolidated. Commissioners are concerned that its fund balance (which has been funded at least in part by a Prop 218 assessment) would be taken from the district and used elsewhere, which is not being suggested nor is legal to do. The fund balance would be held in a restricted or assigned account that could be used only as was approved by the voters. Regarding the inconsistency in City of Davis contract costs across the three FPDs served, the Chair stated the FPD would increase its assessments on property owners and the other FPDs served by the City of Davis should pay more also.

The Winters FPD commission expressed concerns regarding staff's recommendation to consolidate and the City is concerned about how its existing relationship with the FPD might be affected if governance were consolidated with the BOS. Staff will be meeting with the City of Winters on March 25<sup>th</sup> for a more in-depth discussion (after this report is published) and hopefully the City will find that a more streamlined relationship might benefit the City.

Staff also recommends County Service Area (CSA) #9 should be consolidated along with these FPDs. This district is a remnant of the old East Yolo FPD that was mostly subsumed by the City of West Sacramento when it incorporated. The CSA's only function is to collect and pass-through property taxes for City fire service.

Area 4 Recommendation

- Yolo County should initiate consolidation of the East Davis, Elkhorn, No Man’s Land, Springlake and Winters FPDs and County Service Area #9. This consolidated FPD would be a successor agency to all existing contracts with cities for fire services. “Service Zones” under Health and Safety Code 13950-13956 should be considered that would align to each city service territory. If needed, each Service Zone could have its own Prop 218 assessment and an advisory body to the Board of Supervisors.

**Area 5**

FPD Info (FY 20/21)

FPD	Area (ac)	Est. Residential Pop.	Dispatches			Ending Fund Balance	ISO	Station Coverage	Paid Fire Personnel (FTE)	Reserves with stipend	Volunteers	
			Total Dispatches	Inside Jurisdiction	Core Revenue							
Clarksburg	D	34,665	1,260	268	250	\$178,969	\$ 853,612	5/8	On Call	0	0	20

Clarksburg FPDs performance indicator issues are response time (met 70-80% of calls) and apparatus exceeding 25 years of age. The FPD is very successful with local volunteers. Its need is funding for apparatus.

Governance Background/Options

Staff met with the Clarksburg FPD board and it agrees with the draft recommendation. It would like to participate in any shared services that makes sense, such as pooled purchasing. The FPD sees its primary need as increased funding for apparatus, not paid staff.

Area 5 Recommendation

- Clarksburg FPD should take advantage of any shared services, such as standardized/pooled purchasing, developed by the FPDs in Areas 1-3.

**FPD/PUBLIC OUTREACH**

Once the draft recommendation was arrived at with the FPD MSR Subcommittee in January, staff organized and presented at many outreach meetings to share the information as quickly as possible and obtain FPD feedback. Presentations were provided to all FPDs (sometimes twice) except for Zamora FPD which declined the presentation.

Date	Meeting
February 8	Yolo County Fire Chiefs Association
February 17	Winters FPD
February 17	East Davis FPD
February 21	Area 1 (Capay, Esparto & Madison FPDs)
February 28	Area 3 (West Plainfield & Willow Oak FPDs)
March 2	East Davis FPD
March 3	Clarksburg FPD
March 7	Yolo FPD
March 9	Elkhorn FPD
March 9	Dunnigan FPD
March 11	Yolo Managers (city managers + CAO)
March 14	Madison FPD



<b>Date</b>	<b>Meeting</b>
March 14	Knights Landing FPD
March 25	City of Winters

#### **NEXT STEPS**

Following LAFCo direction and feedback on governance structure recommendations, staff will complete the individual administrative draft MSRs for each FPD and send each report to each district for review and comment (during the month of April). Staff anticipates the final MSR will be noticed for a public hearing at the May 26<sup>th</sup> meeting.



LAFCO

Meeting Date: 03/31/2022

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**Information**

**SUBJECT**

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

- a. 03.31.2022 Long Range Planning Calendar
  - b. EO Activity Report - January 24 through March 25, 2022
- 

**Attachments**

ATT a-03.31.2022 Long Range Planning Calendar

ATT b-EO Activity Report Jan24-Mar25

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**Form Review**

Form Started By: Terri Tuck  
Final Approval Date: 03/21/2022

Started On: 03/21/2022 11:01 AM





## Long Range Meeting Calendar – Tentative Items

March 31, 2022 LAFCo Meeting

Meeting Date	Tentative Agenda Items	Location
Apr 28, 2022	<ul style="list-style-type: none"> <li>Consider and adopt the LAFCo Annual Work Plan for FY 22/23</li> <li>Adopt Draft LAFCo FY 22/23 Budget</li> <li>FY 21/22 Q3 Financial Update</li> <li>Elect LAFCo Chair and Vice Chair</li> </ul>	TBD
May 26, 2022	<ul style="list-style-type: none"> <li>Adopt MSR for all Fire Protection Districts (LAFCo 21-05)</li> <li>Adopt Final LAFCo FY 2022/23 Budget</li> </ul>	TBD
Jun 23, 2022	<ul style="list-style-type: none"> <li>Determination no MSR/SOI needed for the City of Winters</li> <li>Executive Officer Annual Performance Evaluation</li> </ul>	TBD
Jul 28, 2022	<ul style="list-style-type: none"> <li></li> </ul>	TBD

## New Applications Received Since Last Meeting

Date Received	Application Name
Feb 4, 2022	El Macero County Service Area (CSA) Sphere of Influence (SOI) Amendment and Annexation of 27384 Eagle View Court (LAFCo No. 22-01)



## LAFCo EO Activity Report January 24 through March 25, 2022

Date	Meeting/Milestone	Comments
01/24/2022	Staff Meeting	Weekly Zoom meetings
01/25/2022	FPD Chiefs MSR Subcommittee Meeting	FPD MSR
01/25/2022	Meeting w/Judith Redmond	Capay Valley FPD
01/26/2022	Meeting w/Eric May (Counsel)	City of Davis SOI Update & DiSC application to LAFCo
01/26/2022	CALAFCO EO Meeting	Executive Director hiring/transition, staff workshop, CALAFCO 2022/23 dues, legislative update
01/26/2022	Meeting w/Matt Keasling (Attorney for the DiSC project)	DiSC application to LAFCo
01/28/2022	Meeting w/Elisa Sabatini (CAO)	FPDs
01/28/2022	Meeting w/Supervisor Barajas	Dunnigan FPD
01/31/2022	FPD Chiefs MSR Subcommittee Meeting	
01/31/2022	Meeting w/Tara Thronson (Deputy to Don Saylor)	YED Re Broadband
01/31/2022	Fire Protection Sustainability Ad Hoc Subcommittee (County Staff & Fire Chiefs)	Attended
01/31/2022	Meeting w/Allen Lange, Trish Kelly & Natalie Garcia (Valley Vision) and Tara Thronson & Lee Gerney (County staff)	Priority Broadband Investments
02/01/2022	Staff Meeting	Weekly Zoom meetings
02/03/2022	Meeting w/Allen Lange, Trish Kelly & Natalie Garcia (Valley Vision) and Tara Thronson & Lee Gerney (County staff)	Prep for Yolo Leaders Forum
02/03/2022	Pre-Meeting w/Eric May (Counsel)	City of Davis SOI Update
02/03/2022	FPD Chiefs MSR Subcommittee Meeting	Draft FPDs Power Point Presentation
02/04/2022	Meeting w/City of Davis (Cristina Gagnon, Mike Webb, Sherri Metzker & Inder Khalsa) & Eric May (Counsel)	City of Davis SOI Update & DiSC application to LAFCo
02/07/2022	Staff Meeting	Weekly Zoom meetings
02/07/2022	Meeting w/Supervisor Barajas	Dunnigan FPD fire chief vacancy
02/08/2022	FPD Chiefs MSR Subcommittee Meeting	FPD MSR
02/14/2022	Staff Meeting	Weekly Zoom meetings
02/14/2022	Meeting w/Judith Redmond	Capay Valley FPD
02/14/2022	Meeting w/Matt Keasling (Attorney for the DiSC project)	DiSC application to LAFCo
02/14/2022	Meeting w/Chad Rinde (Interim CAO)	FPD MSR
02/16/2022	Meeting w/RCRC (Rural County Representatives of CA) staff	Yolo Leaders Forum – RCRC presentation prep
02/17/2022	Winters FPD Board Meeting	FPD MSR



<b>Date</b>	<b>Meeting/Milestone</b>	<b>Comments</b>
02/17/2022	East Davis FPD Board Meeting	FPD MSR
02/18/2022	Meeting w/Supervisor Barajas & staff, Tara Thronson, and Lee Gerney	Prep Supervisor Barajas for YED/Yolo Leaders Summit
02/18/2022	YED Winter 2022 Leaders Summit "Yolo Broadband 2.0"	Participated/Facilitated
02/21/2022	Meeting w/Area 1 Fire Chiefs	FPDs MSR
02/22/2022	Meeting w/Sandra Sigrist (Yolo County Housing)	Potential YED/Yolo Leaders summit topic re housing
02/23/2022	Staff Meeting	Weekly Zoom meetings
02/23/2022	CALAFCO EO Meeting	Meet new executive director
02/28/2022	Staff Meeting	Weekly Zoom meetings
02/28/2022	Meeting w/CAO staff (Jill Perez, Elisa Sabatini, & Alex Tengolics) & Leo Refsland (Madison & Cacheville CSDs)	Cacheville CSD
02/28/2022	Meeting w/Chief Dan Garrison (Capay Valley FPD)	FPDs MSR
02/28/2022	Meeting w/Area 3 Fire Chiefs	FPDs MSR
03/02/2022	East Davis FPD Board Meeting	FPDs MSR
03/03/2022	Meeting w/Chief Marcus Klinkhammer (Willow Oak FPD)	ISO ratings info for FPDs MSR
03/03/2022	Clarksburg FPD site visit	FPDs MSR
03/03/2022	Meeting w/Area 5 Fire Chief	FPDs MSR
03/04/2022	Meeting w/CAO staff (Chad Rinde & Elisa Sabatini)	FPDs MSR
03/04/2022	Meeting w/Lee Gerney (County IT Director)	Discuss membership of the Broadband Task Force group
03/04/2022	Meeting w/Elisa Sabatini (CAO)	
03/07/2022	Monthly FPD Chiefs MSR Subcommittee Meeting	Focused discussion on FPDs Area 2
03/07/2022	Staff Meeting	Weekly Zoom meetings
03/07/2022	Yolo FPD Board Meeting	FPDs MSR
03/09/2022	Elkhorn FPD Board (Area 4 outreach)	FPD MSR
03/09/2022	Dunnigan FPD Board (Area 2 outreach)	FPD MSR
03/10/2022	Meeting w/Gary Sandy	YED/Yolo Leaders & FPD update
03/10/2022	Fire Protection Sustainability Ad Hoc Subcommittee (County Staff & Fire Chiefs)	FPDs MSR
03/10/2022	Meeting w/Kristin Sicke (YCFCWCD)	Exploratory Discussion about District Formation and Annexation
03/11/2022	Yolo Manager's Meeting	FPDs MSR
03/14/2022	Meeting w/Bev Burr, consultant	Sutter fire MSR
03/14/2022	Madison FPD Board Meeting	FPDs MSR
03/14/2022	Knights Landing FPD (Area 2 outreach)	FPD MSR

<b>Date</b>	<b>Meeting/Milestone</b>	<b>Comments</b>
03/15/2022	Meeting w/Gayle Totton (Yocha Dehe)	District revenues
03/16/2022	Monthly FPD Chiefs MSR Subcommittee Meeting	Focus discussion on FPDs Area 1-3, FTE paid positions, etc.
03/17/2022	Meeting w/Olin Woods	Agenda Review
03/21/2022	Staff Meeting	Weekly Zoom meetings
03/25/2022	Meeting w/City of Winters staff (Ellena Branson, Kathleen Tropa, Brad Lopez) & Chad Rinde (Interim CAO)	FPDs MSR
03/25/2022	Meeting w/Elisa Sabatini (CAO) & Fire Chiefs	County FPD Strategic Improvement Plans & LAFCo FPDs MSR