

YOLO LOCAL AGENCY FORMATION COMMISSION

Regular Meeting AGENDA

December 3, 2020 - 9:00 a.m.

COMMISSIONERS

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

ALTERNATE COMMISSIONERS

DUANE CHAMBERLAIN (COUNTY MEMBER)
RICHARD DELIBERTY (PUBLIC MEMBER)
WADE COWAN (CITY MEMBER)

This meeting will be conducted utilizing teleconferencing and electronic means to allow the Commission, staff and the public to participate in the meeting pursuant to the provisions of the Governor's Executive Order N-29-20 (March 17, 2020), available at the following [link](#).

Teleconference Options to join Zoom meeting:
By PC: <https://yolocounty.zoom.us/j/96677067504>

or

By Phone: (408) 638-0968
Webinar ID: 966 7706 7504

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 sometime 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.

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 LAFCo 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. Approve the LAFCo Meeting Minutes of October 29, 2020
5. Ratify Resolution 2020-09 commending Babs Sandeen for her tenure with the Yolo LAFCo as an Alternate and Regular City Member since May 2018
6. Ratify corrected Resolution 2020-06 for the Dunnigan Water District Annexation (LAFCo No. 935) updating the boundary description and map attachments
7. Review and file Fiscal Year 2020/21 First Quarter Financial Update
8. Correspondence

PUBLIC HEARINGS

9. Public Hearing to consider Resolution 2020-10, adopting the Municipal Service Review (MSR) and approving a Sphere of Influence (SOI) Update for the Yolo County Flood Control and Water Conservation District (LAFCo No. S-056)

REGULAR AGENDA

10. Consider and adopt the Yolo LAFCo 2021 Meeting Calendar
11. Consider and adopt an update to the Yolo LAFCo Shared Services Strategic Plan to list current shared service areas and remove items no longer applicable
12. Review and file the Yolo LAFCo Financial Statement for Fiscal Years 2018/19 and 2019/20 prepared in house and reviewed by the Yolo County Department of Financial Services
13. Authorize the Executive Officer to spent up to \$18,500 for: (1) Yolo County Archives to digitize all of Yolo LAFCo's hardcopy records (55 boxes total); and (2) purchase and configure Onbase Software to import files and create a searchable database

EXECUTIVE OFFICER'S REPORT

14. A report by the Executive Officer on recent events relevant to the Commission and an update of the Yolo LAFCo staff activity for the month. The Commission or any individual Commissioner may request that action be taken on any item listed.
 - A. Long Range Planning Calendar
 - B. EO Activity Report - October 26 through November 27, 2020

COMMISSIONER REPORTS

15. 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.
 - A. Present **Resolution 2020-09** commending Babs Sandeen for her tenure with the Yolo LAFCo

ADJOURNMENT

16. Adjourn to the next Regular LAFCo Meeting.

I declare under penalty of perjury that the foregoing agenda was posted by 5:00 p.m. on Friday, November 27, 2020, at the following places:

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

ATTEST:

Terri Tuck, Clerk
Yolo LAFCo

NOTICE

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/96677067504>, or by phone via 1-408-638-0968, Webinar ID: 966 7706 7504.

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 lafco@yolocounty.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: 12/03/2020

Information

SUBJECT

Approve the LAFCo Meeting Minutes of October 29, 2020

RECOMMENDED ACTION

Approve the LAFCo Meeting Minutes of October 29, 2020.

Attachments

LAFCo Minutes 10.29.20

Form Review

Form Started By: Terri Tuck

Started On: 11/10/2020 02:31 PM

Final Approval Date: 11/10/2020

YOLO LOCAL AGENCY FORMATION COMMISSION

MEETING MINUTES

October 29, 2020

The Yolo Local Agency Formation Commission met on the 29th day of October 2020, 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 Tom Stallard and Babs Sandeen. 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 9:03 a.m.

Item № 1 Pledge

Terri Tuck led the Pledge of Allegiance.

Item № 2 Roll Call

PRESENT: Sandeen, Sandy, Saylor, Stallard, Woods ABSENT: None

Item № 3 Public Comments

None.

CONSENT

Item № 4 Approve the LAFCo Meeting Minutes of September 24, 2020

Minute Order 2020-25: The recommended action was approved.

Approved by the following vote:

MOTION: Sandy SECOND: Sandeen
AYES: Sandeen, Sandy, Saylor, Stallard, Woods
NOES: None
ABSENT: None

PUBLIC HEARINGS

Item № 5 Continued Public Hearing to consider and adopt Resolution 2020-05, adopting the Municipal Service Review (MSR) and approving a Sphere of Influence Update (SOI) for the Dunnigan Water District (LAFCo No. S-055)

After an overview report by staff, the Chair opened the Public Hearing. Comments were made by Bill Vanderwaal, Dunnigan Water District Manager. The Public Hearing was closed.

Minute Order 2020-26: The recommended action was approved, adopting **Resolution 2020-05** approving the Municipal Service Review and Sphere of Influence Update for the Dunnigan Water District.

Approved by the following vote:

MOTION: Stallard SECOND: Saylor

AYES: Sandeen, Sandy, Saylor, Stallard, Woods

NOES: None

ABSENT: None

Item № 6 **Continued Public Hearing to consider and adopt Resolution 2020-06, approving the Dunnigan Water District Annexation (LAFCo No. 935) 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 Bill Vanderwaal, Dunnigan Water District Manager. The Public Hearing was closed.

Minute Order 2020-27: The recommended action was approved, adopting **Resolution 2020-06** approving the Dunnigan Water District Annexation (LAFCo #935) and waiving conducting authority proceedings, subject to the findings and conditions sited in the resolution.

Approved by the following vote:

MOTION: Sandeen SECOND: Sandy

AYES: Sandeen, Sandy, Saylor, Stallard, Woods

NOES: None

ABSENT: None

Item № 7 **Public Hearing to consider approval of Resolution 2020-07 adopting the Joint Powers Agency (JPA) Service Review for the Yolo Subbasin Groundwater Agency (YSGA) (LAFCo No. S-057)**

After an overview report by staff, the Chair opened the Public Hearing. Comments were made by Kristin Sicke, Yolo Subbasin Groundwater Agency Executive Officer. The Public Hearing was closed.

Minute Order 2020-28: The recommended action was approved, adopting **Resolution 2020-07** approving the Joint Powers Agency Service Review for the Yolo Subbasin Groundwater Agency.

Approved by the following vote:

MOTION: Saylor SECOND: Sandeen

AYES: Sandeen, Sandy, Saylor, Stallard, Woods

NOES: None

ABSENT: None

REGULAR

Item № 8 **Consider Resolution 2020-08 authorizing the City of Woodland to provide out of agency water, sewer, police protection, storm water, and solid waste and recycling services to the East Beamer Neighborhood Campus Project (LAFCo No. 937), an 8.5 acre portion of APN 027-360-010, located at 1901 East Beamer Street in Woodland**

Minute Order 2020-29: The recommended action was approved, adopting **Resolution 2020-08** authorizing the City of Woodland to provide out of agency water, sewer, police protection, storm water, and solid waste and recycling services to the East Beamer Neighborhood Campus Project (LAFCo No. 937), subject to the findings and conditions sited in the resolution.

Approved by the following vote:

MOTION: Sandy SECOND: Stallard

AYES: Sandeen, Sandy, Saylor, Stallard, Woods

NOES: None

ABSENT: None

Item № 9 Executive Officer's Report

The Commission was given written reports of the Executive Officer's activities for the period of July 20 through October 23, 2020, and was verbally updated on recent events relevant to the Commission, including the Long Range Planning Calendar.

Staff commented that there were two upcoming webinars, which evolved from the content developed for the now cancelled CALAFCO Conference. The first webinar, entitled *Proactively Navigating Economic and Service Crisis Realities*, will be held November 19th from 1:30-3:00pm. The second webinar, entitled *LAFCos' Critical Role in Moving Forward in the Crisis Realities of 2020 and Beyond*, will be held December 7th from 1:30-3:00pm. Staff noted that CALAFCO Regional Roundtables, which are also part of the CALAFCO Conference, will be held on December 2nd. It is an opportunity to get together with the other counties in our Central Region to talk about common interests. All three webinars are free but registration is required.

Staff updated the Commission regarding the Long Range Calendar, stating that the upcoming hearing on the combined MSR/SOI for the four community services districts has been changed from the December meeting to the January 2021 meeting and the Shared Services Strategic Plan was added to the December 2020 meeting.

Item № 10 Commissioner Reports

Commissioner Sandy stated he continues to receive complaints regarding how certain reclamation districts make appointments to their boards, including in some cases, nepotism. Commissioner Sandy asked if there were best practices for reclamation districts or some way of providing more oversight or encouragement in having them conduct fair and open processes when appointing new board members, and whether or not this is under LAFCo purview.

Staff stated that it is within LAFCos purview to make recommendations and highlight concerns as part of its municipal service review process. However, requirements on making appointments to boards are already stipulated in state law. In the case of a new term and appointment in the election process, LAFCo staff could certainly work with the County in verifying that all processes are being followed by districts requesting its member appointment by the Board of Supervisors. Staff's understanding is that this verification process is not currently happening and it does not go through LAFCo.

Item № 11 Adjournment

Minute Order 2020-30: By order of the Chair, the meeting was adjourned at 10:14 a.m. to the next Regular LAFCo Meeting.

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

ATTEST:

Terri Tuck
Clerk to the Commission

Consent 5.

LAFCO

Meeting Date: 12/03/2020

Information

SUBJECT

Ratify Resolution 2020-09 commending Babs Sandeen for her tenure with the Yolo LAFCo as an Alternate and Regular City Member since May 2018

RECOMMENDED ACTION

Ratify **Resolution 2020-09** commending Babs Sandeen for her tenure with the Yolo LAFCo as an Alternate and Regular City Member since May 2018.

Attachments

Babs Sandeen Reso 2020-09

Form Review

Form Started By: Terri Tuck
Final Approval Date: 11/12/2020

Started On: 11/12/2020 12:12 PM

YOLO LOCAL AGENCY FORMATION COMMISSION

Item 5-ATT

**Resolution of Commendation
Babs Sandeen**

RESOLUTION № 2020 - 09

WHEREAS, Beverly "Babs" Sandeen was appointed to the West Sacramento City Council by a 4-0 vote in April 2014 to fill a vacated seat and was elected November 2016 for a four-year term, where she currently serves as Mayor Pro Tem; and

WHEREAS, in addition to her City service, Ms. Sandeen has dedicated the past 15 years to public service in many other capacities and currently is Chair of the New Hope Community Development Corporation and Vice Chair of the Port District Commission, the Yolo Local Agency Formation Commission, the West Sacramento Area Flood Control Agency JPA and Yolo County Housing; and

WHEREAS, she also currently serves as a board member for the West Sacramento Housing Development Corporation, Yolo-Solano Air Quality Management District, River City Regional Stadium Financing Authority, Reclamation District 900, and EIFD Public Financing Authority; and

WHEREAS, Babs Sandeen previously served as the founding Chair of the Yolo Subbasin Groundwater Agency JPA and Chair of the Water Resources Association of Yolo County; and

WHEREAS, in May 2018, Ms. Sandeen was sworn in as an Alternate City Member to the Yolo Local Agency Formation Commission; and

WHEREAS, during her two-year tenure as an Alternate City Member Sandeen participated in many of the meetings and, with minimal notice, was always knowledgeable and capable, taking her LAFCo responsibilities seriously; and

WHEREAS, in May 2020 Ms. Sandeen was sworn in as a Regular City Member, where she was immediately and unanimously selected as the Vice Chair to the Yolo Local Agency Formation Commission, serving in that capacity up to the present; and

WHEREAS, Commissioner Sandeen considered and deliberated on a range of municipal service reviews and spheres of influence studies, approximately eleven proposals, including the significant reorganization and dissolution of several reclamation districts, and a change in governance from an independent district to a dependent district; and

WHEREAS, she also championed LAFCo's Shared Services philosophy countywide and contributed greatly to the development and execution of several Yolo Leaders and "YED-Talk" events; and

WHEREAS, Commissioner Sandeen was always prepared to discuss the issues of the day, asking pertinent questions and providing valuable insight to the process; and

WHEREAS, Babs Sandeen has contributed greatly to LAFCo deliberations with her hardworking and intelligent leadership on the Commission, while also bringing her dynamic and caring presence with the highest integrity; and

WHEREAS, Ms. Sandeen's work and dedication has been recognized by numerous awards and commendations including the Cultural Engagement Recognition Award from Russian Speaking Community Partners 2016, Women Who Mean Business Award from the *Sacramento Business Journal* 2014, Volunteer of the Year from the Metro Chamber of Commerce 2013, Mayor's Civic Leadership Award for Service from the Mayor of West Sacramento 2013, and Distinguished Alumna Award from the UC Irvine Alumni Association 2002; and

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Yolo Local Agency Formation Commission commends Babs Sandeen for her valuable contribution as a Yolo LAFCo Commissioner and warmly wishes her the best in all her future endeavors.

PASSED AND UNANAMOUSLY ADOPTED this 3rd day of December 2020.

Olin Woods, Chair
Yolo Local Agency Formation Commission

Consent 6.

LAFCO

Meeting Date: 12/03/2020

Information

SUBJECT

Ratify corrected Resolution 2020-06 for the Dunnigan Water District Annexation (LAFCo No. 935) updating the boundary description and map attachments

RECOMMENDED ACTION

Ratify corrected **Resolution 2020-06** for the Dunnigan Water District Annexation (LAFCo No. 935) updating the boundary description and map attachments.

FISCAL IMPACT

None.

REASONS FOR RECOMMENDED ACTION

Following approval of **Resolution 2020-06** at the October 29, 2020 meeting, staff realized the boundary description and maps attached did not match the staff report and assessors parcel numbers (APNs) listed in the resolution as intended. There was confusion because some of the legal parcels included up to four separate APNs. The updated attachments now match the APNs listed in the resolution as adopted by the Commission. There are no changes to the resolution, only the attachments to it.

Attachments

DWD Annexation Reso 2020-06 w-correct maps

Form Review

Inbox

Christine Crawford (Originator)
Form Started By: Christine Crawford
Final Approval Date: 11/18/2020

Reviewed By

Christine Crawford

Date

11/18/2020 12:40 PM
Started On: 11/12/2020 03:01 PM

RESOLUTION № 2020-06

**Approving the Dunnigan Water District Annexation (LAFCo № 935) and
Waiving Conducting Authority Proceedings**

WHEREAS, on June 20, 2020, the Dunnigan Water District (DWD) submitted an application to annex six (6) parcels totaling approximately 1,160 acres into the District (APNs 051-140-035, 051-140-037, 052-010-006, 052-100-004, 052-110-001, and 054-020-014); and

WHEREAS, the project was routed to all subject, affected, and interested agencies and no comments were received; and

WHEREAS, the Yolo County Auditor determined the affected district does not receive property taxes and is not seeking any property tax revenue for the subject territory, and per Revenue and Taxation Code Section 99(b)(3), Yolo County has consulted with DWD and determined that a property tax revenue negotiated exchange is, therefore, not applicable; and

WHEREAS, the Yolo Local Agency Formation Commission (Yolo LAFCo) analyzed the project in accordance with all applicable sections of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, LAFCo Standards of Evaluation and Agricultural Policy, and all other matters presented as prescribed by law; and

WHEREAS, on February 12, 2020, DWD adopted Resolution 2020-04 adopting the Negative Declaration as Lead Agency for the project, finding there is no substantial evidence supporting a fair argument the annexation will have a significant effect of the environment; and

WHEREAS, Yolo LAFCo complied with the California Environmental Quality Act (CEQA) as a Responsible Agency by responding to the Notice of Availability from the Lead Agency and reviewed the Draft Negative Declaration regarding issues germane to LAFCo's statutory responsibilities; and

WHEREAS, CEQA requires a Responsible Agency to accept the Negative Declaration as prepared by the Lead Agency and to treat the document as being legally adequate absent specified circumstances not present herein; and

WHEREAS, a Certificate of Filing was issued for the proposal on August 28, 2020; and

WHEREAS, the Executive Officer reviewed the proposal and prepared and filed a report with recommendations with this Commission at least five (5) days prior to the date of the September 24, 2020, meeting during which the project was set to be considered; and

WHEREAS, on September 24, 2020, the annexation proposal came on regularly for hearing before Yolo LAFCo, at the time and place specified in the notice, however a regional internet outage occurred at 9:10 a.m. and terminated the virtual meeting for all attendees before this item was heard; and,

WHEREAS, by order of the Chair, the Public Hearing item was continued to the next Regular LAFCo Meeting on October 29, 2020, at 9:00 a.m.; and

WHEREAS, an opportunity was given to all interested persons, organizations, and agencies to present oral or written testimony, protests, objections, and any other information concerning the Proposal and all related matters; and

WHEREAS, at said meeting, the Commission reviewed and considered the Negative Declaration and the Executive Officer’s Report including all the information, recommendations, findings, and conditions contained therein.

NOW, THEREFORE, BE IT RESOLVED by the Yolo Local Agency Formation Commission approves the Dunnigan Water District Annexation (LAFCO № 935) as illustrated in Attachment A and hereby waives conducting authority proceedings pursuant to Government Code Section 56663(a) subject to the following findings and conditions of approval:

Findings

CEQA

1. Finding: The potential environmental effects of the proposal (LAFCo № 935) have been reviewed by the DWD as Lead Agency and determined there is no substantial evidence supporting a fair argument that the project will have a significant effect on the environment and filed a Notice of Determination in accordance with the California Environmental Quality Act (CEQA).

Evidence: CEQA requires a Responsible Agency to accept a CEQA document as prepared by the Lead Agency and to treat the document as being legally adequate absent specified circumstances not present herein. The project does not involve any land use changes and will not result in the physical construction of any infrastructure or other improvements to supply irrigation water to the proposed annexation area, as the project will utilize existing water conveyance facilities. The subject territory will remain in agricultural production notwithstanding the source of irrigation water and may even improve environmental conditions by reducing reliance on groundwater.

Project Findings (in Accordance with Section Government Code Section 56668.3)

2. Finding: The annexation will be for the interest of present and future landowners and inhabitants within the territory to be annexed.

Evidence: The annexation will allow landowners access to DWD’s surface water allocation. The proposed annexation has been initiated by the DWD at the request of 100% of the subject landowners. The project would help expand use of surface water availability and less reliance on groundwater. The project would also result in additional revenue for District infrastructure investment and maintenance. It also would provide long term funding stability for the District, which would be a benefit to all District landowners.

3. Finding: No resolutions raising objections have been filed by an affected agency regarding the proposed project.

Evidence: LAFCo has not received any objections (resolutions or otherwise) filed by an affected or interested agency regarding the proposed project. No objections from any landowners or the general public have been received.

4. Finding: The DWD has adequate services to meet the existing and probable future needs of the territory.

Evidence: Although water is a limited resource and increasing the size of the District will reduce the water available for each acre planted in drought years, the DWD has typically used only approximately 13,000 acre feet of its existing 19,000 acre-foot Central Valley Project water allocation each year. With agricultural water, there is much more flexibility in

the water demand; farmers can opt to use groundwater via individual wells, plant crops that are less water-intensive, plant less acreage and consolidate their water allocation on less area, or (as in the case of rice farmers) not plant rice fields at all and submit a claim for crop failure from their insurance company. Therefore, this reduction is not considered significant and the project will allow more farmers access to limited surface water in drought years and result in less reliance on groundwater.

Findings to Waive Proceedings (in accordance with Cortese-Knox-Hertzberg Act Gov't Code § 56663(a))

5. Finding: The resolution from the DWD of application for an annexation is accompanied by proof, satisfactory to the Commission, that all the owners of land within the affected territory have given their written consent to that reorganization.

Evidence: The DWD application for reorganization (LAFCo № 935) includes written consent signed by landowners of all six parcels that comprise 100% of the affected territory. Notice was provided to all landowners and no written opposition has been received. The notice includes the Commission's intent to waive protest and election proceedings.

Conditions of Approval

1. The applicant and the real party of interest, if different, agree to defend, indemnify, hold harmless and release the Yolo Local Agency Formation Commission, its agents, officers, attorney and employees from any claim, action or proceeding brought against any of them, the purpose of which to attack, set aside, void, or annul the approval of this application or adoption of the environmental review 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 of the part of the Yolo Local Agency Formation Commission its agents, officers, attorney or employees.
2. The project will be subject to all appropriate LAFCo, State Board of Equalization, and County Clerk-Recorder fees prior to recording the Certificate of Completion for the DWD Annexation (LAFCO № 935).
3. The effective date of the approval of this annexation is five (5) days after the date the Certificate of Completion is recorded by the County Recorder.

PASSED AND ADOPTED by the Yolo Local Agency Formation Commission, State of California, this 29th day of October 2020, by the following vote.

AYES: Sandeen, Sandy, Saylor, Stallard, Woods
NOES: None
ABSENT: None



A handwritten signature in blue ink, appearing to read "Olin Woods", is written above a horizontal line.

Olin Woods, Chair
Yolo Local Agency Formation Commission

ATTEST:

A handwritten signature in blue ink, appearing to read "Christine Crawford", is written above a horizontal line.

Christine Crawford, Executive Officer
Yolo Local Agency Formation Commission

Approved as to form:

A handwritten signature in blue ink, appearing to read "Eric May", is written above a horizontal line.

Eric May, Commission Counsel

LAND DESCRIPTION

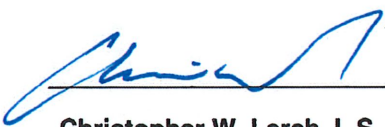
That portion of real property situate in the County of Yolo, State of California, and being a portion of Section 7, Township 12 North, Range 1 West, Mount Diablo Base and Meridian, and also being a portion of that Parcel of Land as described in Document No. 2014-0003095-00, said County Records, and being more particularly described as follows:

BEGINNING at the Southwest corner of said Section 7; 1) thence, from said POINT OF BEGINNING, and along the West line of said Section 7, North 00°20'00" East 555.70 feet to LAFCO Proceeding No. 275; Thence, along said LAFCO Proceeding No. 275 the following thirteen courses and distances: 2) North 29°20'00" East 745.00 feet; 3) Thence North 20°39'20" East 424.80 feet; 4) Thence North 56°50'00" East 450.00 feet; 5) Thence North 03°10'00 West 285.00 feet; 6) Thence North 56°50'00" East 175.00 feet; 7) Thence North 03°10'00 West 330.06 feet; 8) Thence South 87°17'26" East 130.00 feet; 9) Thence South 03° 10'00" East 610.00 feet; 10) Thence South 42°48'00" East 350.00 feet; 11) Thence South 86°50'00" East 260.00 feet; 12) Thence North 34°00'00" East 173.76 feet; 13) Thence North 03°10'00" West 709.39 feet; 14) Thence South 87°17'26" East 2,793.64 feet to the Westerly line of Tract One as described in Book 1365 of Official Records at page 399, said County records; Thence, along said Westerly line the following two courses and distances: 15) South 14°58'12" East 1,135.90 feet; 16) Thence South 00°00'00" East 1,558.54 feet to the Southeast corner of said Section 7; 17) Thence, along the South line of said Section 7, North 86°52'02" West 4,817.32 feet to the POINT OF BEGINNING.

Containing 248.440 acres of land, more or less.

End of description.





Christopher W. Lerch, L.S.

7-30-2020
Date

LAND DESCRIPTION

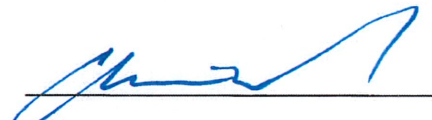
That portion of real property situate in the County of Yolo, State of California, and being a portion of Section 7, Township 12 North, Range 1 West, Mount Diablo Base and Meridian, and also being a portion of that Parcel of Land as described in Document No. 2014-0003095-00, said County Records, and being more particularly described as follows:

BEGINNING at a point on the West line of the Northeast Quarter of said Section 7, said point being distant North $00^{\circ}09'56''$ East 380.00 feet from the Southwest corner of said Northeast Quarter; 1) thence from said POINT OF BEGINNING, and along said West line, North $00^{\circ}09'56''$ East 931.92 feet to the Northwest corner of the South Half of said Northeast Quarter; 2) thence, along the North line of said South Half of said Northeast Quarter, South $87^{\circ}30'12''$ East 403.44 feet to LAFCO Proceeding No. 275; Thence, along said LAFCO Proceeding No. 275 the following four courses and distances: 3) South $32^{\circ}57'00''$ West 499.89 feet; 4) South $31^{\circ}59'30''$ East 129.44 feet; 5) South $01^{\circ}42'00''$ West 200.00 feet; 6) South $46^{\circ}42'00''$ West 270.00 feet to the POINT OF BEGINNING.

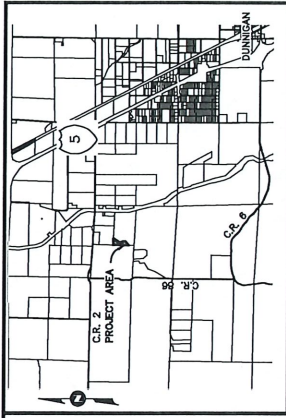
Containing 4.409 acres of land, more or less.

End of description.




Christopher W. Lerch, L.S.

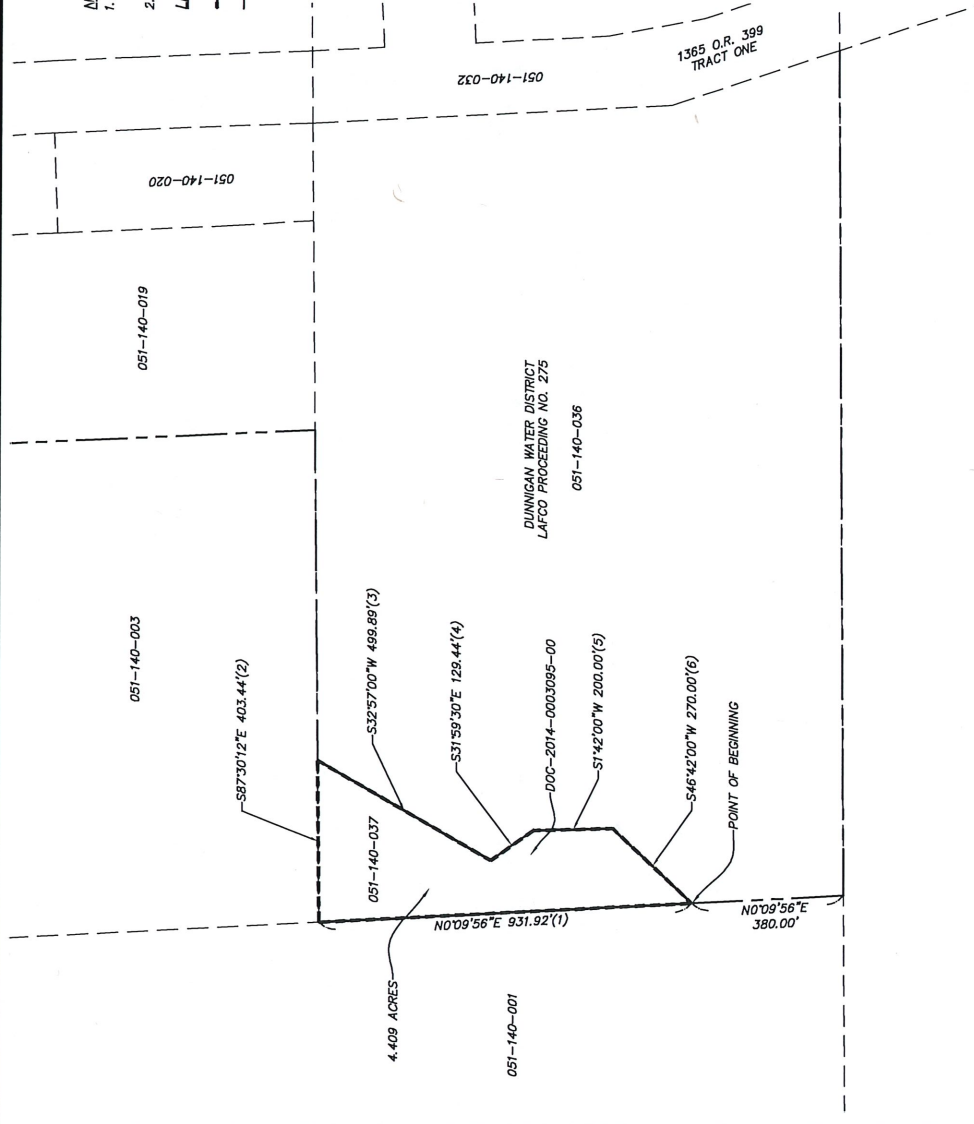
7-30-2020
Date



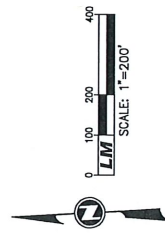
VICINITY MAP
NO SCALE

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

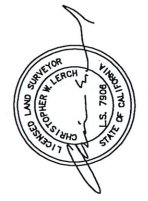
- LEGEND:**
- NEW DISTRICT BOUNDARY
 - - - EXISTING DISTRICT BOUNDARY



BOUNDARY DESCRIPTION:
 THAT PORTION OF REAL PROPERTY SITUATE IN THE COUNTY OF YOLO, STATE OF CALIFORNIA, AND BEING A PORTION OF SECTION 7, TOWNSHIP 12 NORTH, RANGE 1 WEST, MOUNT DIABLO BASE AND MERIDIAN, AND ALSO BEING A PORTION OF THAT PARCEL OF LAND DESCRIBED IN DOCUMENT NO. 2014-0003095-00, SAID COUNTY RECORDS, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:
 BEGINNING AT A POINT ON THE WEST LINE OF THE NORTHEAST QUARTER OF SAID SECTION 7, SAID POINT BEING DISTANT NORTH 00°09'56" EAST 380.00 FEET FROM THE SOUTHWEST CORNER OF SAID NORTHEAST QUARTER; 1) THENCE FROM SAID POINT OF BEGINNING, AND ALONG SAID WEST LINE, NORTH 00°09'56" EAST 931.92 FEET TO THE NORTHWEST CORNER OF THE SOUTH HALF OF SAID NORTHEAST QUARTER; 2) THENCE, ALONG THE NORTH LINE OF SAID SOUTH HALF OF SAID NORTHEAST QUARTER, SOUTH 87°30'12" EAST 403.44 FEET TO LAFCO PROCEEDING NO. 275; THENCE, ALONG SAID LAFCO PROCEEDING NO. 275 THE FOLLOWING FOUR COURSES AND DISTANCES: 3) SOUTH 32°57'00" WEST 499.89 FEET; 4) SOUTH 31°59'30" EAST 129.44 FEET; 5) SOUTH 01°42'00" WEST 200.00 FEET; 6) SOUTH 46°42'00" WEST 270.00 FEET TO THE POINT OF BEGINNING.
 CONTAINING 4.409 ACRES OF LAND, MORE OR LESS.
 END OF DESCRIPTION.



ANNEXATION TO
DUNNIGAN WATER DISTRICT
 BEING A PORTION OF SECTION 7
 TOWNSHIP 12 NORTH, RANGE 1 WEST,
 MOUNT DIABLO BASE AND MERIDIAN,
 YOLO COUNTY CALIFORNIA
LM LAUGENOUR AND MEIKLE
 CIVIL ENGINEERING, LAND SURVEYING, PLANNING
 808 COURSE STREET, SUITE 100, YUBA, CALIFORNIA 95993
 P.O. BOX 828, WOODLAND, CALIFORNIA 95776 - FAX: (530) 852-4402
 JULY 30, 2020



APPROVED BY LAFCO
 LAFCO PROCEEDING NO. 935
[Signature]
 CHAIRMAN
 DATE 10/4/2020

LAND DESCRIPTION

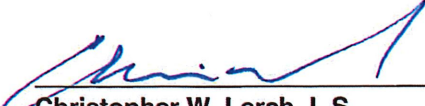
That portion of real property situate in the County of Yolo, State of California, and being a portion of Section 20, Township 12 North, Range 1 West, and also being a portion of that Parcel of Land as described in Document No. 2018-0017448-00, lying Northeast of Tract Two as described in Book 1364 of Official Records at Page 467, said County Records, and being more particularly described as follows:

BEGINNING at the Northeast corner of said Section 20; thence, from said POINT OF BEGINNING and along the East line of said Section 20: 1) South $01^{\circ}14'00''$ East 3,187.30 feet to the Easterly line of Tract Two as described in Book 1364 of Official Records at Page 467, said County Records, said point hereinafter called Point "A"; thence, along said Easterly line the following eight courses and distances: 2) thence South $71^{\circ}11'47''$ West 124.57 feet; 3) thence North $51^{\circ}52'10''$ West 468.80 feet; 4) thence North $18^{\circ}28'10''$ West 141.30 feet; 5) thence North $32^{\circ}28'10''$ West 521.50 feet; 6) thence North $49^{\circ}55'10''$ West 342.10 feet; 7) thence North $34^{\circ}40'10''$ West 1,500.00 feet; 8) thence North $25^{\circ}51'10''$ West 371.90 feet; 9) thence North $17^{\circ}41'10''$ West 385.27 feet to the Northerly right-of-way line of County Road 6; 10) thence, along said Northerly right-of-way line, North $73^{\circ}44'47''$ East 796.99 feet to the North line of said Section 20; 11) thence, along said North line, South $89^{\circ}21'10''$ East 1,372.00 feet to the POINT OF BEGINNING.

Containing 97.619 acres of land, more or less.

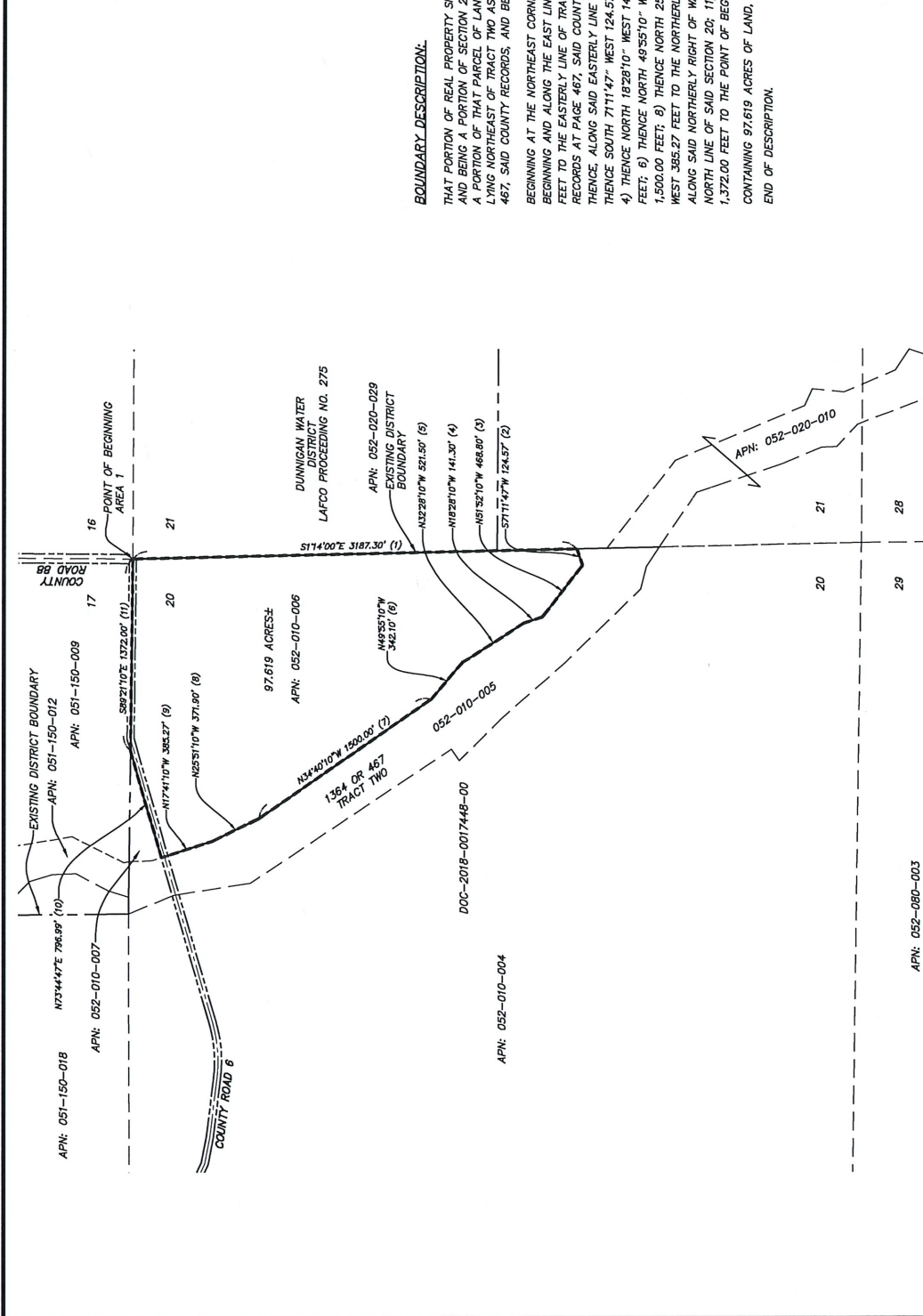
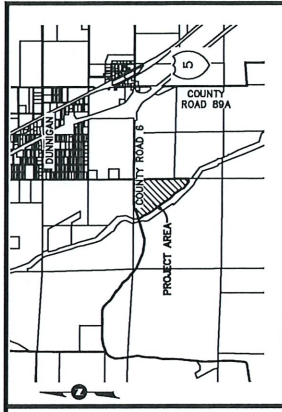
End of description.





Christopher W. Lerch, L.S.

11-16-2020
Date



BOUNDARY DESCRIPTION:

THAT PORTION OF REAL PROPERTY SITUATE IN THE COUNTY OF YOLO, STATE OF CALIFORNIA, AND BEING A PORTION OF SECTION 20, TOWNSHIP 12 NORTH, RANGE 1 WEST, AND ALSO BEING A PORTION OF THAT PARCEL OF LAND AS DESCRIBED IN DOCUMENT NO. 2018-007448-00, LYING NORTHEAST OF TRACT TWO AS DESCRIBED IN BOOK 1364 OF OFFICIAL RECORDS AT PAGE 467, SAID COUNTY RECORDS, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SAID SECTION 20; THENCE, FROM SAID POINT OF BEGINNING AND ALONG THE EAST LINE OF SAID SECTION 20, 1) SOUTH 0174°00' EAST 3,187.30 FEET TO THE EASTERLY LINE OF TRACT TWO AS DESCRIBED IN BOOK 1364 OF OFFICIAL RECORDS AT PAGE 467, SAID COUNTY RECORDS, SAID POINT HEREINAFTER CALLED POINT "A"; THENCE, ALONG SAID EASTERLY LINE THE FOLLOWING EIGHT COURSES AND DISTANCES: 2) THENCE SOUTH 71°17'47" WEST 124.57 FEET; 3) THENCE NORTH 51°52'10" WEST 468.80 FEET; 4) THENCE NORTH 182°8'10" WEST 141.30 FEET; 5) THENCE NORTH 32°28'10" WEST 521.50 FEET; 6) THENCE NORTH 49°35'10" WEST 342.10 FEET; 7) THENCE NORTH 34°40'10" WEST 1,500.00 FEET; 8) THENCE NORTH 25°31'10" WEST 371.90 FEET; 9) THENCE NORTH 17°41'10" WEST 385.27 FEET TO THE NORTHERLY RIGHT OF WAY LINE OF COUNTY ROAD 8; 10) THENCE, ALONG SAID NORTHERLY RIGHT OF WAY LINE, NORTH 73°44'42" EAST 796.99 FEET TO THE NORTH LINE OF SAID SECTION 20; 11) THENCE, ALONG SAID NORTH LINE, SOUTH 89°21'10" EAST 1,372.00 FEET TO THE POINT OF BEGINNING

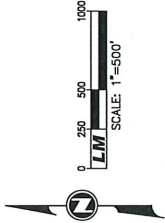
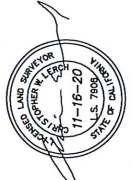
CONTAINING 97.619 ACRES OF LAND, MORE OR LESS.

END OF DESCRIPTION.

**ANNEXATION TO
 DUNNIGAN WATER DISTRICT**
 BEING A PORTION OF SECTION 20
 TOWNSHIP 12 NORTH, RANGE 1 WEST,
 COUNTY DIABLO BASE AND MERIDIAN,
 YOLO COUNTY CALIFORNIA

LM LAUGENOUR AND MEIKLE
 CIVIL ENGINEERING - LAND SURVEYING - PLANNING
 606 COURT STREET, WOODLAND, CALIFORNIA 95695 - PHONE: (530) 862-1955
 P.O. BOX 928, WOODLAND, CALIFORNIA 95776 - FAX: (530) 862-4692

NOVEMBER 16, 2020
 SHEET 1 OF 1



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

LEGEND:

- - - - - NEW DISTRICT BOUNDARY
 - - - - - EXISTING DISTRICT BOUNDARY

APPROVED BY LAFCO
 LAFCO PROCEEDING NO. 275

 CHAIRMAN
 DATE 11/17/2020

LAND DESCRIPTION

That portion of real property situate in the County of Yolo, State of California, and being a portion of Sections 33, and 34, Township 12 North, Range 1 West, and also being a portion of Lot 3 as described in Document No. 2004-0019529-00, said County Records, and being more particularly described as follows:

BEGINNING at the Southeast corner of said section 33, said point also being an angle point in the South line of said Lot 3; 1) thence, from said POINT OF BEGINNING and along said South line, North 89°18'00" West 3,546.10 feet to the Southwest corner of said Lot 3; 2) thence, along the West line of said Lot 3, North 00°19'00" West 5,228.91 feet to the North line of said Section 33; 3) thence, along said North line, South 89°26'53" East 2,188.15 feet to the Westerly line of tract one as described in Book 1377 of Official Records at page 458, said county records; thence, along said Westerly line the following three courses and distances: 4) thence South 24°36'00" East 1,368.57 feet; 5) thence South 23°16'00" East 364.60 feet; 6) thence South 33°12'00" East 700.00 feet to the Southwesterly corner of said Tract One; 7) thence, along the Southeasterly line of said Tract One, North 56°48'00" East 314.45 feet to LAFCO proceeding No. 275; 8) thence, along said LAFCO proceeding No. 275, South 00°28'00" East 639.18 feet; 9) thence, along said LAFCO proceeding No. 275, North 89°48'41" East 2,659.12 feet; 10) thence, along said LAFCO proceeding No. 275, South 00°24'18" East 1,339.94 feet to an angle point in said South line of said Lot 3; 11) thence, along the South line of said Lot 3, North 89°32'00" West 2,658.00 feet to an angle point in said South line of said Lot 3; 12) thence, along said South line of said Lot 3, South 00°28'00" East 1,309.60 feet to the POINT OF BEGINNING.

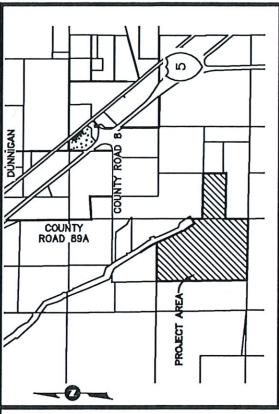
Containing 464.734 acres of land, more or less.

End of description.




Christopher W. Lerch, L.S.

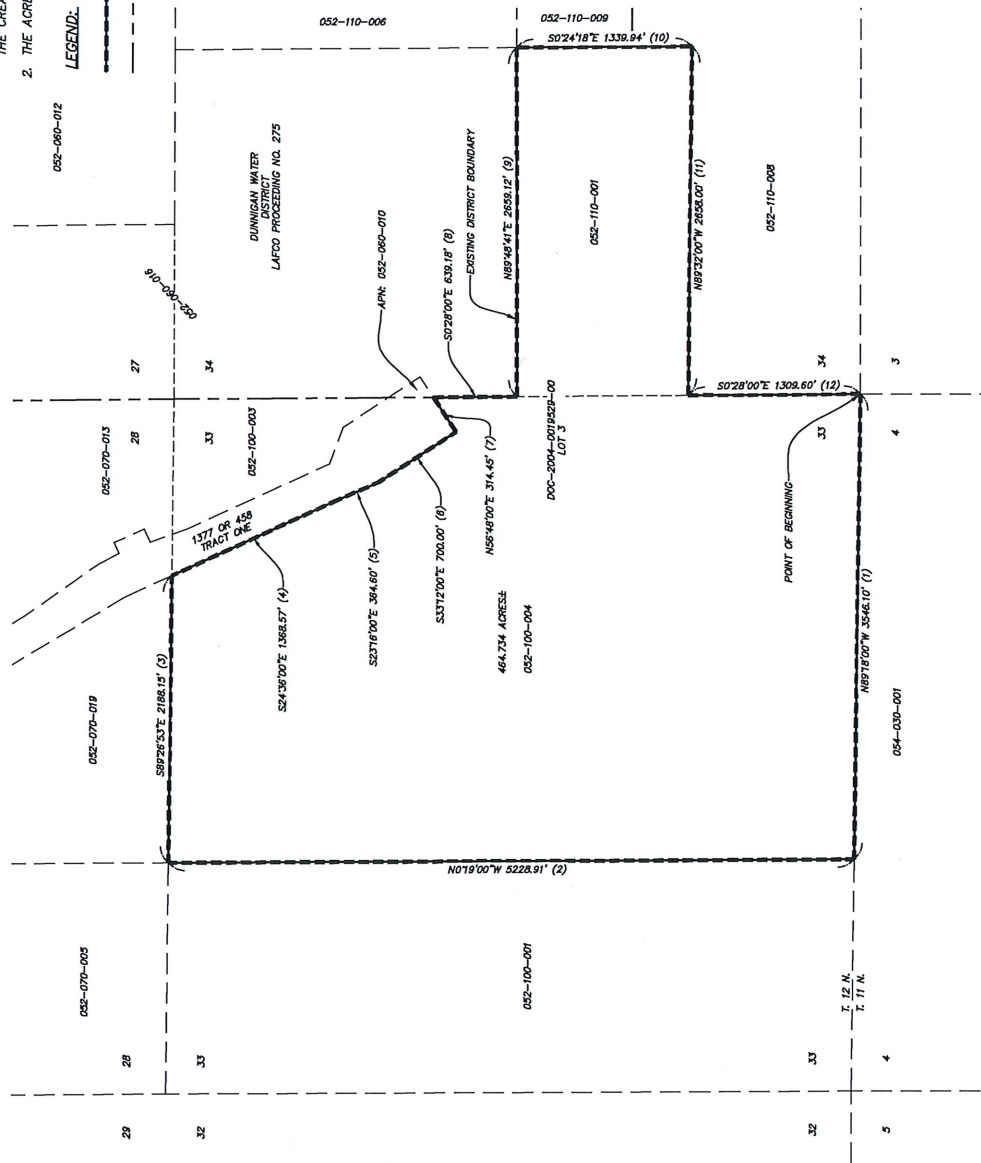
11-16-2020
Date



- 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 33, TOWNSHIP 12 NORTH, RANGE 18 WEST, AND BEING A PORTION OF LOT 3 AS DESCRIBED IN DOCUMENT NO. 2004-0018528-00, SAID COUNTY RECORDS, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF SAID SECTION 33, SAID POINT ALSO BEING AN ANGLE POINT IN THE SOUTH LINE OF SAID LOT 3; 1) THENCE, FROM SAID POINT OF BEGINNING AND ALONG SAID SOUTH LINE, NORTH 89°18'00" WEST 3,546.10 FEET TO THE SOUTHWEST CORNER OF SAID LOT 3; 2) THENCE, ALONG THE WEST LINE OF SAID LOT 3, NORTH 00°19'00" WEST 5,228.91 FEET TO THE NORTH LINE OF SAID SECTION 33; 3) THENCE, ALONG SAID NORTH LINE, SOUTH 89°26'53" EAST 2,188.15 FEET TO THE WESTERLY LINE OF TRACT ONE AS DESCRIBED IN BOOK 1377 OF OFFICIAL RECORDS AT PAGE 458, SAID COUNTY RECORDS; THENCE, ALONG SAID WESTERLY LINE THE FOLLOWING THREE COURSES AND DISTANCES: 4) THENCE, SOUTH 24°36'00" EAST 1,368.57 FEET; 5) THENCE, SOUTH 23°16'00" EAST 364.60 FEET; 6) THENCE, SOUTH 33°12'00" EAST 700.00 FEET TO THE SOUTHWESTERLY CORNER OF SAID TRACT ONE; 7) THENCE, ALONG THE SOUTHWESTERLY LINE OF SAID TRACT ONE, NORTH 56°48'00" EAST 314.45 FEET TO LAFCO PROCEEDING NO. 275; 8) THENCE, ALONG SAID LAFCO PROCEEDING NO. 275, NORTH 89°48'41" EAST 639.18 FEET; 9) THENCE, ALONG SAID LAFCO PROCEEDING NO. 275, SOUTH 02°24'18" EAST 2,659.12 FEET; 10) THENCE, ALONG SAID LAFCO PROCEEDING NO. 275, SOUTH 02°24'18" EAST 1,336.94 FEET TO AN ANGLE POINT IN SAID SOUTH LINE OF SAID LOT 3; 11) THENCE, ALONG THE SOUTH LINE OF SAID LOT 3, NORTH 89°32'00" WEST 2,658.00 FEET TO AN ANGLE POINT IN SAID SOUTH LINE OF SAID LOT 3; 12) THENCE, ALONG SAID SOUTH LINE OF SAID LOT 3, SOUTH 00°28'00" EAST 1,309.60 FEET TO THE POINT OF BEGINNING.

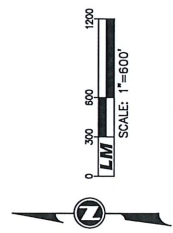
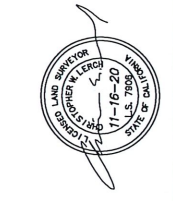
CONTAINING 464.734 ACRES OF LAND, MORE OR LESS.

END OF DESCRIPTION.

ANNEXATION TO
DUNNICGAN WATER DISTRICT
BEING A PORTION OF SECTIONS 33 & 34
TOWNSHIP 12 NORTH, RANGE 18 WEST,
YOLO COUNTY, CALIFORNIA

LM LAUGENOUR AND MEIKLE
CIVIL ENGINEERING - LAND SURVEYING - PLANNING
606 COURT STREET, WOODLAND, CALIFORNIA 95695 PHONE: (530) 862-1755
P.O. BOX 828, WOODLAND, CALIFORNIA 95776 FAX: (530) 862-4892

NOVEMBER 16, 2020



APPROVED BY LAFCO
LAFCO PROCEEDING NO. 835.
[Signature]
CHAIRMAN

DATE: 11/17/2020

LAND DESCRIPTION

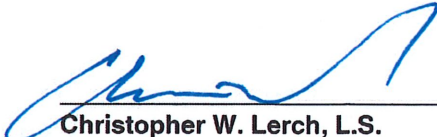
That portion of real property situate in the County of Yolo, State of California, and being a portion of Section 2, Township 11 North, Range 1 West, Mount Diablo Base and Meridian, and also being all that Parcel of Land as described in Document No. 2003-0043016-00, said County Records, and being more particularly described as follows:

BEGINNING at the Southwest corner of said Section 2; 1) thence, from said POINT OF BEGINNING and along the West line of said Section 2, North $00^{\circ}08'46''$ West 5,306.40 feet to the Northwest corner of said Section 2; 2) thence, along the North line of said Section 2, North $90^{\circ}00'00''$ East 3,337.63 feet to the West line of the Parcel of Land described as Parcel 1 in the Deed to the State of California, recorded May 5, 1976, in Book 1190 of Official Records, Page 67; thence, along said West line, the following six courses and distances: 3) South $02^{\circ}20'03''$ East 917.23 feet; 4) South $00^{\circ}31'42''$ West 300.38 feet; 5) South $02^{\circ}20'03''$ East 2,200.00 feet; 6) South $05^{\circ}27'23''$ East 275.41 feet; 7) South $87^{\circ}39'57''$ West 64.00 feet; and 8) South $01^{\circ}25'03''$ East 311.79 feet to the North line of the Southwest Quarter of the Southeast Quarter of said Section 2; 9) thence, along said North line and along the North line of the Southeast Quarter of the Southwest Quarter of said Section 2, North $89^{\circ}42'50''$ West 2,100.41 feet to the West line of said Southeast Quarter of the Southwest Quarter of said Section 2; 10) thence, along said West line, South $00^{\circ}09'49''$ East 1,320.00 feet to the South line of said Section 2; 11) thence, along said South line, North $89^{\circ}43'29''$ West 1,324.03 feet to the POINT OF BEGINNING.

Containing 351.900 acres of land, more or less.

End of description.




Christopher W. Lerch, L.S.

7-30-2020
Date

Consent 7.

LAFCO

Meeting Date: 12/03/2020

Information

SUBJECT

Review and file Fiscal Year 2020/21 First Quarter Financial Update

RECOMMENDED ACTION

Review and file Fiscal Year 2020/21 First Quarter Financial Update.

FISCAL IMPACT

None.

REASONS FOR RECOMMENDED ACTION

The intent of the quarterly financial report is to provide the Commission with an update on how LAFCo performed financially in the previous quarter as compared to the adopted budget and to discuss any issues as appropriate. The practice was recommended during a previous audit as an additional safeguard to ensure sound financial management, given the small size of the LAFCo staff. In accordance with LAFCo Administrative Policies and Procedures, the Commission adopts the final budget and is authorized to make adjustments as appropriate.

BACKGROUND

The LAFCo FY 2020/21 budget was adopted on May 28, 2020. During the first quarter LAFCo remained on track with regards to both revenue and expenditures.

REVENUES

At the end of the first quarter of FY 2020/21 LAFCo had received \$391,742 (78%) of its expected revenues. Fund balance has been used to balance most of the remainder of the budget (20%). LAFCo's most significant revenue source comes from local government agency payments, and at the close of the first quarter LAFCo had received all payments from its funding agencies: Yolo County and the cities of Davis, West Sacramento, Winters, and Woodland. Other minimal revenue not yet received (2%) includes investment earnings and the CALAFCO

stipend for Deputy Executive Officer activities.

In Attachments B and C, Yolo County Department of Financial Services recorded an adjustment of \$3,972 to *Investment Earnings-Pool* to comply with Government Accounting Standard Board (GASB) reporting requirements. However, it is a financial reporting adjustment only and is not considered a spendable revenue for budget purposes. Therefore, the adjustment was not included in the Budget Status Summary.

EXPENDITURES

During the first quarter of FY 2020/21, LAFCo expended a total of \$88,834 (17.79%) of its annual budgeted expenses of \$499,282:

- \$79,749.88 (20.24%) of its Salary and Benefits appropriation of \$394,073;
- \$9,084.50 (11.15%) of its Services and Supplies appropriation of \$81,459; and
- LAFCo has not used any of its appropriation for contingencies.

BUDGET REPORTS

The Budget Status Summary (Attachment A) is a one-page easy to read summary of the budget. The Income Statement Report (Attachment B) shows the amount expended for the quarter, the year to date amount and budget and the percentage of budget used. The General Ledger Report (Attachment C) shows a running balance of all transactions, including both revenue and expenditure amounts. As noted above, the income statement (Attachment B) does not match staff's budget summary (Attachment A) because fund balance does not show up as new net income as its already in our fund.

Attachments

[ATT A-FY20-21 1st QTR Budget Status Summary](#)

[ATT B-FY20-21 1st QTR Income Statement](#)

[ATT C-FY20-21 1st QTR General Ledger](#)

Form Review

Inbox	Reviewed By	Date
Christine Crawford	Christine Crawford	11/12/2020 09:54 AM
Christine Crawford	Christine Crawford	11/12/2020 02:04 PM
Christine Crawford	Christine Crawford	11/12/2020 02:04 PM
Form Started By: Terri Tuck		Started On: 10/15/2020 10:01 AM
Final Approval Date: 11/13/2020		

LAFCO BUDGET - 1st QUARTER BUDGET STATUS SUMMARY

FISCAL YEAR 2020/21

Account #	Account Name	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Year to Date	FY 20/21 Budget	% Budget
REVENUES								
400700	INVESTMENT EARNINGS-POOL	\$0.00				\$0.00	\$ 3,000	0.00%
402010	OTHER GOVT AGENCY-COUNTY	\$195,121.00				\$195,121.00	\$ 195,121	100%
402030	OTHER GOVT AGENCY-WEST SACRAMENTO	\$66,974.00				\$66,974.00	\$ 66,974	100%
402040	OTHER GOVT AGENCY-WOODLAND	\$55,514.00				\$55,514.00	\$ 55,514	100%
402050	OTHER GOVT AGENCY-WINTERS	\$6,021.00				\$6,021.00	\$ 6,021	100%
402060	OTHER GOVT AGENCY-DAVIS	\$66,612.00				\$66,612.00	\$ 66,612	100%
403460	OTH CHRG FR SVC-LAFCO FEES	\$1,500.00				\$1,500.00	\$ 4,000	37.50%
405999	UNUSED FUND BALANCE FROM PREVIOUS FY					\$ 102,041	\$ 102,041	
	TOTAL AGENCY COST						\$ 390,242	
	TOTAL OTHER LISTED SOURCES						\$ 109,041	
	TOTAL FINANCING SOURCES	\$ 391,742	\$ -	\$ -	\$ -	\$ 493,783	\$ 499,283	98.90%

LAFCO BUDGET - 1st QUARTER BUDGET STATUS SUMMARY

FISCAL YEAR 2020/21

Account #	Account Name	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Year to Date	FY 20/21 Budget	% Budget
SALARIES AND BENEFITS								
500100	REGULAR EMPLOYEES	\$44,887.96				\$44,887.96	\$ 221,466	20.27%
500110	EXTRA HELP	\$3,710.00				\$3,710.00	\$ 20,000	18.55%
500310	RETIREMENT (CALPERS)	\$13,701.48				\$13,701.48	\$ 68,353	20.05%
500320	OASDI	\$3,091.42				\$3,091.42	\$ 14,573	21.21%
500330	FICA/MEDICARE TAX	\$723.00				\$723.00	\$ 3,837	18.84%
500340	HEALTH INSURANCE (EAP)	\$31.74				\$31.74		#DIV/0!
500350	LIFE INSURANCE	\$0.00				\$0.00	\$ 72	0.00%
500360	OPEB - RETIREE HEALTH INSURANCE	\$3,580.48				\$3,580.48	\$ 19,489	18.37%
500380	UNEMPLOYMENT INSURANCE	\$0.00				\$0.00	\$ 303	0.00%
500390	WORKERS' COMPENSATION INSURANCE	\$500.00				\$500.00	\$ 500	100.00%
500400	OTHER EMPLOYEE BENEFITS	\$9,523.80				\$9,523.80	\$ 45,480	20.94%
	TOTAL SALARY & BENEFITS	\$79,749.88	\$0.00	\$0.00	\$0.00	\$79,749.88	\$ 394,073	20.24%
SERVICES AND SUPPLIES								
501020	COMMUNICATIONS	\$132.72				\$132.72	\$ 1,859	7.14%
501030	FOOD	\$0.00				\$0.00	\$ 400	0.00%
501051	INSURANCE-PUBLIC LIABILITY	\$500.00				\$500.00	\$ 500	100.00%
501070	MAINTENANCE-EQUIPMENT	\$0.00				\$0.00	\$ 600	0.00%
501071	MAINTENANCE-BLDG IMPROVEMENT	\$0.00				\$0.00	\$ 500	0.00%
501090	MEMBERSHIPS	\$4,161.00				\$4,161.00	\$ 5,000	83.22%
501100	MISCELLANEOUS EXPENSE	\$0.00				\$0.00	\$ 250	0.00%
501110	OFFICE EXPENSE	\$207.48				\$207.48	\$ 1,250	16.60%
501111	OFFICE EXP-POSTAGE	\$53.00				\$53.00	\$ 300	17.67%
501125	IT SERVICES-DPT SYS MAINT (Dept System Maint.)	\$0.00				\$0.00	\$ 2,000	0.00%
501126	IT SERVICES-ERP (Enterprise/Resource/Planning)	\$0.00				\$0.00	\$ 3,359	0.00%
501127	IT SERVICES-CONNECTIVITY	\$0.00				\$0.00	\$ 4,729	0.00%
501151	PROF & SPEC SVC-AUDITG & ACCTG	\$0.00				\$0.00	\$ 5,000	0.00%
501152	PROF & SPEC SVC-INFO TECH SVC	\$693.00				\$693.00	\$ 1,200	57.75%
501156	PROF & SPEC SVC-LEGAL SVC	\$0.00				\$0.00	\$ 7,000	0.00%
501165	PROF & SPEC SVC-OTHER	\$2,995.00				\$2,995.00	\$ 15,000	19.97%
501165	PROF & SPEC SVC-OTHER (Shared Services-A/U 6992)	\$0.00				\$0.00	\$ 10,000	0.00%
501180	PUBLICATIONS AND LEGAL NOTICES	\$269.64				\$269.64	\$ 1,000	26.96%
501190	RENTS AND LEASES - EQUIPMENT	\$72.66				\$72.66	\$ 2,800	2.60%
501192	RENTS & LEASES-RECRDS STRGE (Archives)	\$0.00				\$0.00	\$ 1,112	0.00%
501205	TRAINING	\$0.00				\$0.00	\$ 5,000	0.00%
501210	MINOR EQUIPMENT (COMPUTERS)	\$0.00				\$0.00	\$ 5,600	0.00%
501250	TRANSPORTATION AND TRAVEL	\$0.00				\$0.00	\$ 7,000	0.00%
	TOTAL SERVICES & SUPPLIES	\$9,084.50	\$0.00	\$0.00	\$0.00	\$9,084.50	\$ 81,459	11.15%
OTHER FINANCING USES								
503300	APPROP FOR CONTINGENCY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 23,750	0.00%
	TOTAL APPROPRIATIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 23,750	0.00%
	TOTAL EXPENDITURES	\$ 88,834	\$ -	\$ -	\$ -	\$ 88,834	\$ 499,282	17.79%

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6940-0052-02981

6940522981

6940-LAF-LOCAL AGENCY FORMATIO

Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
NETFUND/POST	NET FUND BALANCE						
REVENUES	REVENUES						
REVUSEMONEY	REVENUE FROM USE OF MONEY AND						
400700-0000	INVESTMENT EARNINGS-POOL	0.00	3,000.00-	0.00	0.00	3,000.00-	0.00
400705-0000	GASB 31 FMV - DFS ONLY	3,972.00	0.00	0.00	3,972.00	0.00	0.00
	Total REVENUE FROM USE OF MONE	3,972.00	3,000.00-	132.40-	3,972.00	3,000.00-	132.40-
INTGOVREVENU	INTERGOVERNMENTAL REVENUES						
OTHRGOVAGNCY	OTHER GOVERNMENTAL AGENCIES						
402010-0001	OTHR GOVT AGENCY-OTH CO-CITYS	195,121.00-	195,120.00-	100.00	195,121.00-	195,120.00-	100.00
402030-0001	OTHR GOVT AGENCY-WEST SAC	66,974.00-	66,974.00-	100.00	66,974.00-	66,974.00-	100.00
402040-0001	OTHR GOVT AGCY-WOODLAND	55,514.00-	55,514.00-	100.00	55,514.00-	55,514.00-	100.00
402050-0001	OTHR GOVT AGCY-WINTERS	6,021.00-	6,021.00-	100.00	6,021.00-	6,021.00-	100.00
402060-0001	OTHR GOVT AGCY-DAVIS	66,612.00-	66,612.00-	100.00	66,612.00-	66,612.00-	100.00
	Total OTHER GOVERNMENTAL AGENC	390,242.00-	390,241.00-	100.00	390,242.00-	390,241.00-	100.00
	Total INTERGOVERNMENTAL REVENU	390,242.00-	390,241.00-	100.00	390,242.00-	390,241.00-	100.00
CHG FOR SVCS	CHARGES FOR SERVICES						
403460-0000	OTH CHRGR FR SVC-LAFCO FEE	1,500.00-	4,000.00-	37.50	1,500.00-	4,000.00-	37.50
	Total CHARGES FOR SERVICES	1,500.00-	4,000.00-	37.50	1,500.00-	4,000.00-	37.50
OTHRFINANSRC	OTHER FINANCING SOURCES						
405999-0000	USE FD BAL AVAIL-BUDGET ONLY	0.00	102,041.00-	0.00	0.00	102,041.00-	0.00
	Total OTHER FINANCING SOURCES	0.00	102,041.00-	0.00	0.00	102,041.00-	0.00
	Total REVENUES	387,770.00-	499,282.00-	77.67	387,770.00-	499,282.00-	77.67
EXPENDITURES	EXPENDITURES						
SALARY&BEN	SALARIES AND EMPLOYEE BENEFITS						
SALARY&WAGES	SALARY AND WAGES						
500100-0000	REGULAR EMPLOYEES	44,887.96	221,466.00	20.27	44,887.96	221,466.00	20.27
500110-0000	EXTRA HELP	3,710.00	20,000.00	18.55	3,710.00	20,000.00	18.55
	Total SALARY AND WAGES	48,597.96	241,466.00	20.13	48,597.96	241,466.00	20.13
EMPBENEFITS	EMPLOYEE BENEFITS						
500310-0000	RETIREMENT	13,701.48	68,353.00	20.05	13,701.48	68,353.00	20.05
500320-0000	OASDI	3,091.42	14,573.00	21.21	3,091.42	14,573.00	21.21
500330-0000	FICA/MEDICARE	723.00	3,837.00	18.84	723.00	3,837.00	18.84
500340-0000	HEALTH INSURANCE	31.74	0.00	0.00	31.74	0.00	0.00
500350-0000	LIFE INSURANCE	0.00	72.00	0.00	0.00	72.00	0.00
500360-0000	OPEB - RETIREE HEALTH INSURANC	3,580.48	19,489.00	18.37	3,580.48	19,489.00	18.37
500380-0000	UNEMPLOYMENT INSURANCE	0.00	303.00	0.00	0.00	303.00	0.00
500390-0000	WORKERS' COMP INSURANCE	500.00	500.00	100.00	500.00	500.00	100.00
500400-0000	OTHER EMPLOYEE BENEFITS	9,523.80	45,480.00	20.94	9,523.80	45,480.00	20.94
	Total EMPLOYEE BENEFITS	31,151.92	152,607.00	20.41	31,151.92	152,607.00	20.41
	Total SALARIES AND EMPLOYEE BE	79,749.88	394,073.00	20.24	79,749.88	394,073.00	20.24
SERVSUPPLIES	SERVICES AND SUPPLIES						
501020-0000	COMMUNICATIONS	132.72	1,859.00	7.14	132.72	1,859.00	7.14
501030-0000	FOOD	0.00	400.00	0.00	0.00	400.00	0.00
501051-0000	INSURANCE-PUBLIC LIABILITY	500.00	500.00	100.00	500.00	500.00	100.00
501070-0000	MAINTENANCE-EQUIPMENT	0.00	600.00	0.00	0.00	600.00	0.00
501071-0000	MAINTENANCE-BLDG IMPROVEMENT	0.00	500.00	0.00	0.00	500.00	0.00
501090-0000	MEMBERSHIPS	4,161.00	5,000.00	83.22	4,161.00	5,000.00	83.22
501100-0000	MISCELLANEOUS EXPENSE	0.00	250.00	0.00	0.00	250.00	0.00

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6940-LAF-LOCAL AGENCY FORMATIO

Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
501110-0000	OFFICE EXPENSE	207.48	1,250.00	16.60	207.48	1,250.00	16.60
501111-0000	OFFICE EXP-POSTAGE	53.00	300.00	17.67	53.00	300.00	17.67
501125-0000	IT SERVICE-DPT SYS MAINT	0.00	2,000.00	0.00	0.00	2,000.00	0.00
501126-0000	IT SERVICE-ERP	0.00	3,359.00	0.00	0.00	3,359.00	0.00
501127-0000	IT SERVICE-CONNECTIVITY	0.00	4,729.00	0.00	0.00	4,729.00	0.00
501151-0000	PROF & SPEC SVC-AUDITG & ACCTG	0.00	5,000.00	0.00	0.00	5,000.00	0.00
501152-0000	PROF & SPEC SVC-INFO TECH SVC	693.00	1,200.00	57.75	693.00	1,200.00	57.75
501156-0000	PROF & SPEC SVC-LEGAL SVC	0.00	7,000.00	0.00	0.00	7,000.00	0.00
501165-0000	PROF & SPEC SVC-OTHER	2,995.00	25,000.00	11.98	2,995.00	25,000.00	11.98
501180-0000	PUBLICATIONS AND LEGAL NOTICES	269.64	1,000.00	26.96	269.64	1,000.00	26.96
501190-0000	RENTS AND LEASES - EQUIPMENT	72.66	2,800.00	2.60	72.66	2,800.00	2.60
501192-0000	RENTS & LEASES-RECRDS STORAGE	0.00	1,112.00	0.00	0.00	1,112.00	0.00
501205-0000	TRAINING	0.00	5,000.00	0.00	0.00	5,000.00	0.00
501210-0000	MINOR EQUIPMENT	0.00	5,600.00	0.00	0.00	5,600.00	0.00
501250-0000	TRANSPORTATION AND TRAVEL	0.00	7,000.00	0.00	0.00	7,000.00	0.00
	Total SERVICES AND SUPPLIES	9,084.50	81,459.00	11.15	9,084.50	81,459.00	11.15
CONTINGENCY	APPROPRIATION FOR CONTINGENCIE						
503300-0000	APPROPRIATION FOR CONTINGENCY	0.00	23,750.00	0.00	0.00	23,750.00	0.00
	Total APPROPRIATION FOR CONTIN	0.00	23,750.00	0.00	0.00	23,750.00	0.00
	Total EXPENDITURES	88,834.38	499,282.00	17.79	88,834.38	499,282.00	17.79
	Total NET FUND BALANCE	298,935.62-	0.00	0.00	298,935.62-	0.00	0.00

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Accounting Unit 69405229816991 LOCAL AGENCY FORMATION COMM Resp Level 6940-0052-02981-6991

Posting	Sy	Pd	Journal/Seq	Inco	Transaction Desc	Activity	Catg	Debit	Credit	Balance

Account	400705-0000				GASB 31 FMV - DFS ONLY				Begin Balance	0.00
07/01/20	GL	01	A	2068-00	1000 GASB 31 FMB FY1920			3,931.00		3,931.00
07/01/20	GL	01	A	2068-00	1000 GASB 31 FMB FY1920			41.00		3,972.00
					Total Activity	Account		3,972.00		
					400705-0000				End Balance	3,972.00

Account	402010-0001				OTHR GOVT AGENCY-OTH CO-CITYS				Begin Balance	0.00
07/31/20	GL	01	N	62-00	1000 CountyPortionLAFCoBu				195,121.00	195,121.00-
					Total Activity	Account			195,121.00	
					402010-0001				End Balance	195,121.00-

Account	402030-0001				OTHR GOVT AGENCY-WEST SAC				Begin Balance	0.00
07/31/20	CB	01	N	136-00	1000 WSacPortionLAFCoBudg				66,974.00	66,974.00-
					Total Activity	Account			66,974.00	
					402030-0001				End Balance	66,974.00-

Account	402040-0001				OTHR GOVT AGCY-WOODLAND				Begin Balance	0.00
07/31/20	CB	01	N	136-00	1000 WdldPortionLAFCoBudg				55,514.00	55,514.00-
					Total Activity	Account			55,514.00	
					402040-0001				End Balance	55,514.00-

Account	402050-0001				OTHR GOVT AGCY-WINTERS				Begin Balance	0.00
07/31/20	CB	01	N	136-00	1000 WintersPortionLAFBud				6,021.00	6,021.00-
					Total Activity	Account			6,021.00	
					402050-0001				End Balance	6,021.00-

Account	402060-0001				OTHR GOVT AGCY-DAVIS				Begin Balance	0.00
07/22/20	CB	01	N	47-00	1000 DavisPortionLAFBudge				66,612.00	66,612.00-
					Total Activity	Account			66,612.00	
					402060-0001				End Balance	66,612.00-

Account	403460-0000				OTH CHRG FR SVC-LAFCO FEE				Begin Balance	0.00
07/13/20	CB	01	N	19-00	1000 Fee-LAF#936 ElMacero				1,500.00	1,500.00-
					Total Activity	Account			1,500.00	
					403460-0000				End Balance	1,500.00-

Account	500100-0000				REGULAR EMPLOYEES				Begin Balance	0.00
07/01/20	GL	01	A	1011-00	1000 ACCR PAYROLL 7/10 71				6,024.65	6,024.65-
07/10/20	PR	01	N	4-00	1000 Expense accrual			2,073.76		3,950.89-
07/10/20	PR	01	N	4-00	1000 Expense accrual			3,358.84		592.05-
07/10/20	PR	01	N	4-00	1000 Expense accrual			1,572.22		980.17
07/10/20	PR	01	N	4-00	1000 Expense accrual			214.39		1,194.56
07/10/20	PR	01	N	4-00	1000 Expense accrual			130.64		1,325.20
07/10/20	PR	01	N	4-00	1000 Expense accrual			277.59		1,602.79

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RUNNING BAL TRANS - RUNNING BALANCE TRANS REPORT
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Accounting Unit 69405229816991 LOCAL AGENCY FORMATION COMM Resp Level 6940-0052-02981-6991

Posting	Sy	Pd	Journal/Seq	Inco	Transaction Desc	Activity	Catg	Debit	Credit	Balance
			Account	500100-0000	REGULAR EMPLOYEES				Balance Fwd	1,602.79
07/10/20	PR	01	N	4-00	1000	Expense accrual		261.26		1,864.05
07/10/20	PR	01	N	4-00	1000	Expense accrual		571.72		2,435.77
07/10/20	PR	01	N	4-00	1000	Expense accrual		25.00		2,460.77
07/24/20	PR	01	N	8-00	1000	Expense accrual		669.47		3,130.24
07/24/20	PR	01	N	8-00	1000	Expense accrual		1,943.13		5,073.37
07/24/20	PR	01	N	8-00	1000	Expense accrual		4,931.08		10,004.45
07/24/20	PR	01	N	8-00	1000	Expense accrual		285.86		10,290.31
07/24/20	PR	01	N	8-00	1000	Expense accrual		130.64		10,420.95
07/24/20	PR	01	N	8-00	1000	Expense accrual		500.25		10,921.20
07/24/20	PR	01	N	8-00	1000	Expense accrual		25.00		10,946.20
08/07/20	PR	02	N	1-00	1000	Expense accrual		636.82		11,583.02
08/07/20	PR	02	N	1-00	1000	Expense accrual		1,796.17		13,379.19
08/07/20	PR	02	N	1-00	1000	Expense accrual		3,501.78		16,880.97
08/07/20	PR	02	N	1-00	1000	Expense accrual		214.39		17,095.36
08/07/20	PR	02	N	1-00	1000	Expense accrual		285.86		17,381.22
08/07/20	PR	02	N	1-00	1000	Expense accrual		179.62		17,560.84
08/07/20	PR	02	N	1-00	1000	Expense accrual		130.64		17,691.48
08/07/20	PR	02	N	1-00	1000	Expense accrual		1,715.16		19,406.64
08/07/20	PR	02	N	1-00	1000	Expense accrual		25.00		19,431.64
08/21/20	PR	02	N	5-00	1000	Expense accrual		2,286.03		21,717.67
08/21/20	PR	02	N	5-00	1000	Expense accrual		326.58		22,044.25
08/21/20	PR	02	N	5-00	1000	Expense accrual		5,109.75		27,154.00
08/21/20	PR	02	N	5-00	1000	Expense accrual		607.45		27,761.45
08/21/20	PR	02	N	5-00	1000	Expense accrual		130.64		27,892.09
08/21/20	PR	02	N	5-00	1000	Expense accrual		25.00		27,917.09
09/04/20	PR	03	N	1-00	1000	Expense accrual		2,579.94		30,497.03
09/04/20	PR	03	N	1-00	1000	Expense accrual		1,143.44		31,640.47
09/04/20	PR	03	N	1-00	1000	Expense accrual		714.65		32,355.12
09/04/20	PR	03	N	1-00	1000	Expense accrual		3,751.91		36,107.03
09/04/20	PR	03	N	1-00	1000	Expense accrual		130.64		36,237.67
09/04/20	PR	03	N	1-00	1000	Expense accrual		107.20		36,344.87
09/04/20	PR	03	N	1-00	1000	Expense accrual		32.66		36,377.53
09/04/20	PR	03	N	1-00	1000	Expense accrual		25.00		36,402.53
09/18/20	PR	03	N	2-00	1000	Expense accrual		2,008.43		38,410.96
09/18/20	PR	03	N	2-00	1000	Expense accrual		342.91		38,753.87
09/18/20	PR	03	N	2-00	1000	Expense accrual		4,823.88		43,577.75
09/18/20	PR	03	N	2-00	1000	Expense accrual		285.86		43,863.61
09/18/20	PR	03	N	2-00	1000	Expense accrual		130.64		43,994.25
09/18/20	PR	03	N	2-00	1000	Expense accrual		261.26		44,255.51
09/18/20	PR	03	N	2-00	1000	Expense accrual		571.72		44,827.23
09/18/20	PR	03	N	2-00	1000	Expense accrual		35.73		44,862.96
09/18/20	PR	03	N	2-00	1000	Expense accrual		25.00		44,887.96
Total Activity Account								50,912.61	6,024.65	
			500100-0000	REGULAR EMPLOYEES				End Balance		44,887.96

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Accounting Unit 69405229816991 LOCAL AGENCY FORMATION COMM Resp Level 6940-0052-02981-6991

Posting	Sy	Pd	Journal/Seq	Inco	Transaction Desc	Activity	Catg	Debit	Credit	Balance
			Account	500110-0000	EXTRA HELP					0.00
					Begin Balance					0.00
07/01/20	GL	01 A	1011-00	1000	ACCR PAYROLL 7/10 71				710.00	710.00-
07/10/20	PR	01 N	4-00	1000	Expense accrual		1,000.00			290.00
07/24/20	PR	01 N	8-00	1000	Expense accrual		1,160.00			1,450.00
08/07/20	PR	02 N	1-00	1000	Expense accrual		180.00			1,630.00
08/21/20	PR	02 N	5-00	1000	Expense accrual		200.00			1,830.00
09/04/20	PR	03 N	1-00	1000	Expense accrual		1,040.00			2,870.00
09/18/20	PR	03 N	2-00	1000	Expense accrual		840.00			3,710.00
Total Activity							Account	4,420.00	710.00	
			500110-0000	EXTRA HELP						3,710.00
			Account	500310-0000	RETIREMENT					0.00
					Begin Balance					0.00
07/01/20	GL	01 A	1011-00	1000	ACCR PAYROLL 7/10 71				1,838.95	1,838.95-
07/10/20	PR	01 N	4-00	1000	Summarized transacti				84.60	1,923.55-
07/10/20	PR	01 N	4-00	1000	Summarized transacti		2,674.67			751.12
07/24/20	PR	01 N	8-00	1000	Summarized transacti				84.60	666.52
07/24/20	PR	01 N	8-00	1000	Summarized transacti		2,674.66			3,341.18
08/07/20	PR	02 N	1-00	1000	Summarized transacti				84.60	3,256.58
08/07/20	PR	02 N	1-00	1000	Summarized transacti		2,674.67			5,931.25
08/21/20	PR	02 N	5-00	1000	Summarized transacti				84.60	5,846.65
08/21/20	PR	02 N	5-00	1000	Summarized transacti		2,674.69			8,521.34
09/04/20	PR	03 N	1-00	1000	Summarized transacti				84.60	8,436.74
09/04/20	PR	03 N	1-00	1000	Summarized transacti		2,674.68			11,111.42
09/18/20	PR	03 N	2-00	1000	Summarized transacti				84.60	11,026.82
09/18/20	PR	03 N	2-00	1000	Summarized transacti		2,674.66			13,701.48
Total Activity							Account	16,048.03	2,346.55	
			500310-0000	RETIREMENT						13,701.48
			Account	500320-0000	OASDI					0.00
					Begin Balance					0.00
07/01/20	GL	01 A	1011-00	1000	ACCR PAYROLL 7/10 71				428.07	428.07-
07/10/20	PR	01 N	4-00	1000	Summarized transacti		602.91			174.84
07/24/20	PR	01 N	8-00	1000	Summarized transacti		612.83			787.67
08/07/20	PR	02 N	1-00	1000	Summarized transacti		552.07			1,339.74
08/21/20	PR	02 N	5-00	1000	Summarized transacti		553.31			1,893.05
09/04/20	PR	03 N	1-00	1000	Summarized transacti		605.38			2,498.43
09/18/20	PR	03 N	2-00	1000	Summarized transacti		592.99			3,091.42
Total Activity							Account	3,519.49	428.07	
			500320-0000	OASDI						3,091.42
			Account	500330-0000	FICA/MEDICARE					0.00
					Begin Balance					0.00
07/01/20	GL	01 A	1011-00	1000	ACCR PAYROLL 7/10 71				100.10	100.10-
07/10/20	PR	01 N	4-00	1000	Summarized transacti		140.99			40.89
07/24/20	PR	01 N	8-00	1000	Summarized transacti		143.32			184.21
08/07/20	PR	02 N	1-00	1000	Summarized transacti		129.12			313.33
08/21/20	PR	02 N	5-00	1000	Summarized transacti		129.40			442.73
09/04/20	PR	03 N	1-00	1000	Summarized transacti		141.59			584.32
09/18/20	PR	03 N	2-00	1000	Summarized transacti		138.68			723.00

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Accounting Unit 69405229816991 LOCAL AGENCY FORMATION COMM Resp Level 6940-0052-02981-6991

Posting	Sy	Pd	Journal/Seq	Inco	Transaction Desc	Activity	Catg	Debit	Credit	Balance

Account			500330-0000	FICA/MEDICARE					Balance Fwd	723.00
								823.10	100.10	
								End Balance		723.00

Account			500340-0000	HEALTH INSURANCE					Begin Balance	0.00
07/01/20	GL	01	A	1011-00	1000	ACCR PAYROLL 7/10 71			4.26	4.26-
07/10/20	PR	01	N	4-00	1000	Summarized transacti		6.00		1.74
07/24/20	PR	01	N	8-00	1000	Summarized transacti		6.00		7.74
08/07/20	PR	02	N	1-00	1000	Summarized transacti		6.00		13.74
08/21/20	PR	02	N	5-00	1000	Summarized transacti		6.00		19.74
09/04/20	PR	03	N	1-00	1000	Summarized transacti		6.00		25.74
09/18/20	PR	03	N	2-00	1000	Summarized transacti		6.00		31.74
								Total Activity	Account	36.00
								End Balance		31.74

Account			500360-0000	OPEB - RETIREE HEALTH INSURANCE					Begin Balance	0.00
07/01/20	GL	01	A	1011-00	1000	ACCR PAYROLL 7/10 71			480.55	480.55-
07/10/20	PR	01	N	4-00	1000	Summarized transacti		676.83		196.28
07/24/20	PR	01	N	8-00	1000	Summarized transacti		676.84		873.12
08/07/20	PR	02	N	1-00	1000	Summarized transacti		676.84		1,549.96
08/21/20	PR	02	N	5-00	1000	Summarized transacti		676.84		2,226.80
09/04/20	PR	03	N	1-00	1000	Summarized transacti		676.84		2,903.64
09/18/20	PR	03	N	2-00	1000	Summarized transacti		676.84		3,580.48
								Total Activity	Account	4,061.03
								End Balance		3,580.48

Account			500390-0000	WORKERS' COMP INSURANCE					Begin Balance	0.00
07/06/20	AP	01	N	21-00	1000	Workers Comp FY2020/		500.00		500.00
								Total Activity	Account	500.00
								End Balance		500.00

Account			500400-0000	OTHER EMPLOYEE BENEFITS					Begin Balance	0.00
07/01/20	GL	01	A	1011-00	1000	ACCR PAYROLL 7/10 71			1,278.24	1,278.24-
07/10/20	PR	01	N	4-00	1000	Expense accrual		455.30		822.94-
07/10/20	PR	01	N	4-00	1000	Expense accrual		444.87		378.07-
07/10/20	PR	01	N	4-00	1000	Expense accrual		900.17		522.10
07/24/20	PR	01	N	8-00	1000	Expense accrual		455.30		977.40
07/24/20	PR	01	N	8-00	1000	Expense accrual		444.87		1,422.27
07/24/20	PR	01	N	8-00	1000	Expense accrual		900.17		2,322.44
08/07/20	PR	02	N	1-00	1000	Expense accrual		455.30		2,777.74
08/07/20	PR	02	N	1-00	1000	Expense accrual		444.87		3,222.61
08/07/20	PR	02	N	1-00	1000	Expense accrual		900.17		4,122.78
08/21/20	PR	02	N	5-00	1000	Expense accrual		444.87		4,567.65
08/21/20	PR	02	N	5-00	1000	Expense accrual		455.30		5,022.95
08/21/20	PR	02	N	5-00	1000	Expense accrual		900.17		5,923.12
09/04/20	PR	03	N	1-00	1000	Expense accrual		444.87		6,367.99
09/04/20	PR	03	N	1-00	1000	Expense accrual		455.30		6,823.29

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Posting	Sy	Pd	Journal/Seq	Inco	Transaction Desc	Activity	Catg	Debit	Credit	Balance
			Account	500400-0000	OTHER EMPLOYEE BENEFITS				Balance Fwd	6,823.29
09/04/20	PR	03 N	1-00	1000	Expense accrual			900.17		7,723.46
09/18/20	PR	03 N	2-00	1000	Expense accrual			455.30		8,178.76
09/18/20	PR	03 N	2-00	1000	Expense accrual			444.87		8,623.63
09/18/20	PR	03 N	2-00	1000	Expense accrual			900.17		9,523.80
Total Activity Account								10,802.04	1,278.24	
			Account	500400-0000	OTHER EMPLOYEE BENEFITS				End Balance	9,523.80
			Account	501020-0000	COMMUNICATIONS				Begin Balance	0.00
07/21/20	GL	01 N	81-00	1000	185-1 06/20 INTERNAL			124.22		124.22
07/22/20	GL	01 N	91-00	1000	185-1 06/20 INTERNAL			8.50		132.72
Total Activity Account								132.72		
			Account	501020-0000	COMMUNICATIONS				End Balance	132.72
			Account	501051-0000	INSURANCE-PUBLIC LIABILITY				Begin Balance	0.00
07/06/20	AP	01 N	21-00	1000	Gen/Auto Liability F			500.00		500.00
Total Activity Account								500.00		
			Account	501051-0000	INSURANCE-PUBLIC LIABILITY				End Balance	500.00
			Account	501090-0000	MEMBERSHIPS				Begin Balance	0.00
07/01/20	AP	01 N	18-00	1000	CALAFCO Member Dues			4,161.00		4,161.00
Total Activity Account								4,161.00		
			Account	501090-0000	MEMBERSHIPS				End Balance	4,161.00
			Account	501110-0000	OFFICE EXPENSE				Begin Balance	0.00
08/06/20	AP	02 N	32-00	1000	AnnualSubscription-E			157.95		157.95
08/07/20	AP	02 N	21-00	1000	10246ALHAMBRA			7.54		165.49
08/11/20	AP	02 N	64-00	1000	Staples-Supplies			35.39		200.88
09/18/20	AP	03 N	103-00	1000	3-part Rcpt Book			6.60		207.48
Total Activity Account								207.48		
			Account	501110-0000	OFFICE EXPENSE				End Balance	207.48
			Account	501111-0000	OFFICE EXP-POSTAGE				Begin Balance	0.00
08/31/20	GL	02 N	176-00	1000	USPS-Office Postage			20.00		20.00
09/30/20	GL	03 N	266-00	1000	USPS-Postage Agenda			33.00		53.00
Total Activity Account								53.00		
			Account	501111-0000	OFFICE EXP-POSTAGE				End Balance	53.00
			Account	501152-0000	PROF & SPEC SVC-INFO TECH SVC				Begin Balance	0.00
09/30/20	GL	03 N	228-00	1000	LAF S-055 MSR/SOI Es			283.50		283.50
09/30/20	GL	03 N	228-00	1000	LAF 926 RDs 537 & 90			409.50		693.00

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Posting	Sy	Pd	Journal/Seq	Inco	Transaction Desc	Activity	Catg	Debit	Credit	Balance

Account			501152-0000		PROF & SPEC SVC-INFO TECH SVC				Balance Fwd	693.00
					Total Activity	Account		693.00		
			501152-0000		PROF & SPEC SVC-INFO TECH SVC				End Balance	693.00

Account			501165-0000		PROF & SPEC SVC-OTHER				Begin Balance	0.00
07/15/20	AP	01	N	51-00	1000	16780DIGITAL DEP		900.00		900.00
08/07/20	AP	02	N	21-00	1000	15369FRAME SURVE		2,095.00		2,995.00
					Total Activity	Account		2,995.00		
			501165-0000		PROF & SPEC SVC-OTHER				End Balance	2,995.00

Account			501180-0000		PUBLICATIONS AND LEGAL NOTICES				Begin Balance	0.00
09/30/20	GL	03	N	266-00	1000	CA Newspaper-Notice		160.34		160.34
09/30/20	GL	03	N	266-00	1000	CA Newspaper-Notice		109.30		269.64
					Total Activity	Account		269.64		
			501180-0000		PUBLICATIONS AND LEGAL NOTICES				End Balance	269.64

Account			501190-0000		RENTS AND LEASES - EQUIPMENT				Begin Balance	0.00
07/13/20	AP	01	N	38-00	1000	10246ALHAMBRA		5.15		5.15
08/07/20	AP	02	N	21-00	1000	10246ALHAMBRA		5.15		10.30
09/04/20	AP	03	N	17-00	1000	10246ALHAMBRA		5.15		15.45
09/22/20	AP	03	N	106-00	1000	15291TIAA COMMER		57.21		72.66
					Total Activity	Account		72.66		
			501190-0000		RENTS AND LEASES - EQUIPMENT				End Balance	72.66
			69405229816991		LOCAL AGENCY FORMATION COMM				End Balance	298,935.62-
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Accounting Unit 69409900010001 LOC AGENCY FORM BSU ONLY Resp Level 6940-0099-00001-0001

Posting	Sy	Pd	Journal/Seq	Inco	Transaction Desc	Activity	Catg	Debit	Credit	Balance
			Account 100000-0000	CASH IN TREASURY					Begin Balance	270,935.82
07/01/20	AP	01 N	18-00	1000	Auto Offset From Zon				4,161.00	266,774.82
07/01/20	GL	01 A	1821-00	1000	Auto Offset From Zon				157.33	266,617.49
07/06/20	AP	01 N	21-00	1000	Auto Offset From Zon				1,000.00	265,617.49
07/10/20	PR	01 N	4-00	1000	Auto Offset From Zon				15,302.56	250,314.93
07/13/20	CB	01 N	19-00	1000	Auto Offset From Zon		1,500.00			251,814.93
07/13/20	AP	01 N	38-00	1000	Auto Offset From Zon				5.15	251,809.78
07/15/20	AP	01 N	51-00	1000	Auto Offset From Zon				900.00	250,909.78
07/21/20	GL	01 N	81-00	1000	Auto Offset From Zon				124.22	250,785.56
07/22/20	CB	01 N	47-00	1000	Auto Offset From Zon		66,612.00			317,397.56
07/22/20	GL	01 N	91-00	1000	Auto Offset From Zon				8.50	317,389.06
07/24/20	PR	01 N	8-00	1000	Auto Offset From Zon				15,474.82	301,914.24
07/31/20	GL	01 N	62-00	1000	Auto Offset From Zon		195,121.00			497,035.24
07/31/20	CB	01 N	136-00	1000	Auto Offset From Zon		128,509.00			625,544.24
08/06/20	AP	02 N	32-00	1000	Auto Offset From Zon				157.95	625,386.29
08/07/20	PR	02 N	1-00	1000	Auto Offset From Zon				14,419.88	610,966.41
08/07/20	AP	02 N	21-00	1000	Auto Offset From Zon				2,107.69	608,858.72
08/11/20	AP	02 N	64-00	1000	Auto Offset From Zon				35.39	608,823.33
08/21/20	PR	02 N	5-00	1000	Auto Offset From Zon				14,441.43	594,381.90
08/31/20	GL	02 N	176-00	1000	Auto Offset From Zon				20.00	594,361.90
09/04/20	PR	03 N	1-00	1000	Auto Offset From Zon				15,345.67	579,016.23
09/04/20	AP	03 N	17-00	1000	Auto Offset From Zon				5.15	579,011.08
09/18/20	PR	03 N	2-00	1000	Auto Offset From Zon				15,130.34	563,880.74
09/18/20	AP	03 N	103-00	1000	Auto Offset From Zon				6.60	563,874.14
09/22/20	AP	03 N	106-00	1000	Auto Offset From Zon				57.21	563,816.93
09/30/20	GL	03 N	228-00	1000	Auto Offset From Zon				693.00	563,123.93
09/30/20	GL	03 N	266-00	1000	Auto Offset From Zon				302.64	562,821.29
Total Activity Account								391,742.00	99,856.53	
			Account 100000-0000	CASH IN TREASURY					End Balance	562,821.29
			Account 100010-0000	CASH GASB 31 FMV DFS ONLY					Begin Balance	3,972.00
07/01/20	GL	01 A	2068-00	1000	GASB 31 FMB FY1920				3,931.00	41.00
07/01/20	GL	01 A	2068-00	1000	GASB 31 FMB FY1920				41.00	
Total Activity Account									3,972.00	
			Account 100010-0000	CASH GASB 31 FMV DFS ONLY					End Balance	0.00
			Account 101000-0144	RC-LAFCO PC REPL					Begin Balance	2,805.04
			Account 101000-0144	RC-LAFCO PC REPL					End Balance	2,805.04
			Account 190200-0000	FUTURE LONG TERM DEBT REQUIRE					Begin Balance	782,463.00
			Account 190200-0000	FUTURE LONG TERM DEBT REQUIRE					End Balance	782,463.00
			Account 195010-0000	DEFERRED OUTFLOWS-PENSIONS					Begin Balance	17,207.00
			Account 195010-0000	DEFERRED OUTFLOWS-PENSIONS					End Balance	17,207.00

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Posting	Sy	Pd	Journal/Seq	Inco	Transaction Desc	Activity	Catg	Debit	Credit	Balance

Account			200001-0000		ACCOUNTS PAYABLE-JE				Begin Balance	157.33-
07/01/20	GL	01	A	1821-00	1000 ACCR 12674-LAF063020			63.83		93.50-
07/01/20	GL	01	A	1821-00	1000 ACCR 16728-165133			93.50		
					Total Activity	Account		157.33		
			200001-0000		ACCOUNTS PAYABLE-JE				End Balance	0.00

Account			205000-0000		ACCRUED PAYROLL-GROSS				Begin Balance	9,420.16-
07/01/20	GL	01	A	1011-00	1000 ACCR PAYROLL 7/10 71			9,420.16		
					Total Activity	Account		9,420.16		
			205000-0000		ACCRUED PAYROLL-GROSS				End Balance	0.00

Account			210010-0000		DUE TO OTH GOV				Begin Balance	1,444.66-
07/01/20	GL	01	A	1011-00	1000 ACCR PAYROLL 7/10 71			96.79		1,347.87-
07/01/20	GL	01	A	1011-00	1000 ACCR PAYROLL 7/10 71			1,347.87		
					Total Activity	Account		1,444.66		
			210010-0000		DUE TO OTH GOV				End Balance	0.00

Account			210900-0000		COMPENSATED ABSENCES (S/T)				Begin Balance	6,626.50-
			210900-0000		COMPENSATED ABSENCES (S/T)				End Balance	6,626.50-

Account			220501-0000		DEFERRED INFLOWS PENSION				Begin Balance	97,094.00-
			220501-0000		DEFERRED INFLOWS PENSION				End Balance	97,094.00-

Account			220510-0000		DEFERRED INFLOWS OTHER				Begin Balance	35,346.00-
			220510-0000		DEFERRED INFLOWS OTHER				End Balance	35,346.00-

Account			230000-0000		COMPENSATED ABSENCES (L/T)				Begin Balance	6,625.50-
			230000-0000		COMPENSATED ABSENCES (L/T)				End Balance	6,625.50-

Account			230600-0000		OTHER POST EMPLOYMENT BENEFITS				Begin Balance	120,029.00-
			230600-0000		OTHER POST EMPLOYMENT BENEFITS				End Balance	120,029.00-

Account			230650-0000		NET PENSION LIABILITY				Begin Balance	533,949.00-
			230650-0000		NET PENSION LIABILITY				End Balance	533,949.00-

Account			300600-0001		FD BAL-ASSIGNED-CAP ASSET REPL				Begin Balance	2,805.04-
			300600-0001		FD BAL-ASSIGNED-CAP ASSET REPL				End Balance	2,805.04-

Account			300999-0000		UNASSIGNED				Begin Balance	263,885.67-
			300999-0000		UNASSIGNED				End Balance	263,885.67-
			69409900010001		LOC AGENCY FORM BSU ONLY				End Balance	298,935.62
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Company 1000 Totals:

Debit Transactions	506,942.95
Credit Transactions	506,942.95
Debit Balances	1,458,102.71
Credit Balances	1,458,102.71
P/L Debit Transactions	104,178.80
P/L Credit Transactions	403,114.42
Net Profit	298,935.62

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JOB SUBMISSION PARAMETERS

User Name: INFORBC\TTuck
Job Name: GL290TT
Step Nbr: 1

Company: 1000 YOLO COUNTY USD
or Company Group:
Reports: RUNNING BAL TRANS

Year Code: or Posting Dates: -
or Year: 2021
Periods: 1 - 3

Accounting Unit: 6940 LOCAL AGENCY FORMATION COMM
Accounts: -
Subaccounts: -
Report Currency: B Base

Consent 8.

LAFCO

Meeting Date: 12/03/2020

Information

SUBJECT

Correspondence

RECOMMENDED ACTION

Review and file the following correspondence:

A. CHW Newsletter - Fall 2020

Attachments

ATT A-CH&W Newsletter-Fall 2020

Form Review

Form Started By: Terri Tuck
Final Approval Date: 11/13/2020

Started On: 11/13/2020 08:15 AM



COLANTUONO
HIGHSMITH
WHATLEY, PC

Newsletter | Fall 2020

Update on Public Law How Many Voters Does It Take to Pass a Special Tax?

By Michael G. Colantuono

City and County of San Francisco v. All Persons Interested in the Matter of Proposition C is a recent, landmark Court of Appeal decision allowing special taxes proposed by initiative to be approved by a simple majority — not two-thirds — of voters. It follows on a 2017 decision of the California Supreme Court in *California Cannabis Coalition v. City of Upland*. That case concluded that Prop. 218 did not apply to initiative tax proposals because “local government” did not include the electorate exercising its initiative power. The decision was written broadly and raised questions about Prop. 218’s two-thirds-voter-approval requirement for special taxes.

San Francisco voters approved Measure C in 2018 to raise a business license tax to fund homeless services. It passed with 61 percent approval, and the city filed a validation action to test whether it could be enforced without two-thirds voter approval. The trial court ruled for the city, citing *Upland*. Three business associations argued that two-thirds voter approval was required by Prop. 13, Prop. 218, and the city charter, which extends the initiative power to measures “within the powers conferred upon the Board of Supervisors to enact.” The Court of Appeal disagreed in a published opinion.

The business associations sought review in the California Supreme Court, but that court denied review. As a result, the Court of Appeal opinion is now the law of California — for now. At least six other cases are pending to test this issue in other courts. If another Court of Appeal disagrees with the *San Francisco* ruling, trial courts will be free to choose between the two decisions until the California Supreme Court resolves the issue. Alameda County has two cases pending in the trial court, San Francisco has two cases pending in the Court of Appeal, and Oakland and Fresno have one appeal each in progress. Most likely to be decided next is Fresno’s appeal, which is set for argument on December 15, 2020, meaning decision is likely by March 15, 2021. Stay tuned!

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

We’ve Got Webinars!

CH&W offers webinars on a variety of public law topics including redistricting after 2020 Census data are released in March 2021; the welter of new housing laws; personnel, public works, and management issues under COVID-19; and, police personnel records. Current topics are listed on our website (www.chwlaw.us) under “Resources.”

Our webinars provide advice and Q&A for public agency counsel and staff in an attorney-client-privileged setting for \$1,000 per agency. To schedule a webinar, contact Bill Weech at BWeech@chwlaw.us or (213) 542-5700.

Redistricting: 2021 Remapping Process is Upon Us

By Matthew T. Summers

Next year, all public agencies with district elections will need to redraw electoral districts to reflect the results of the 2020 Census. For the many agencies which adopted districts in response to demands under the California Voting Rights Act, this will be entirely new. For agencies with a history of district voting, the 2021 redistricting will be substantially different due to new legislation.

The Fair and Inclusive Redistricting for Municipalities and Political Subdivisions Act (FAIR MAPS Act), AB 849 (Bonta, D-Alameda) imposes new procedural and substantive requirements on cities and counties, but not special districts. Previously, all agencies could — but were not required to — consider topography, geography, communities of interest, cohesiveness, contiguity, integrity, and compactness when drawing or revising districts. Special districts can apply the same rules as before. Los Angeles and San Diego Counties will redraw districts through existing commissions. For all other cities and counties, including charter cities, new requirements apply.

Substantively, cities and counties are now required to apply uniform, mandatory criteria. Under AB 849, they must now draw or re-draw districts of equal population applying these criteria, in order of priority: 1) geographical contiguity; 2) cohesion of local neighborhoods and communities of interest; 3) easily identifiable and understandable boundaries, using natural and artificial barriers when possible; 4) compact, to the extent practical in light of higher-ranked criteria. These new criteria may require significant alteration of districts, even those established relatively recently.

The public will have increased opportunities to participate. Cities and counties must hold at least four public hearings before adopting districts, including one before drafting maps and two after publishing draft maps for public comment. Clerks

must create redistricting websites, with specified information about the process, all notices, and draft and final maps, available in English and any other language spoken by at least 3% of the agency's residents. Agencies must complete redistricting 151 days before their first regular election in 2022 (i.e., by June 10, 2022 for the November 8, 2022 election), but cannot publish a draft map before August 1, 2021. Local governments embarking upon redistricting should start promptly after Census data are available, now slated for March 31, 2021 to allow sufficient time.

Districting can be contentious and can invite litigation. Accordingly, agencies are well advised to seek the support of qualified demographers (who may be in short supply for those who delay) and experienced legal counsel.

For more information, contact Matt at MSummers@chwlaw.us or (213) 542-5719.

We're Blogging!

CHW is now blogging on issues of interest to California local government officials. The California Public Law Report is available here:

www.CaliforniaPublicLawReport.com

We provide regular updates on legal and other developments of interest to local government leaders. Readers can visit when they wish or subscribe to the blog via an RSS (really simple syndication) feed or email notices.

Check it out!

Win for Government on Cost to Relocate Utilities

By Holly O. Whatley

In *Riverside County Transportation Comm'n v. Southern California Gas Co.*, the Court of Appeal extended to a public agency that did not grant the franchise the benefits of a utility franchise provision on the cost to relocate utility infrastructure. In 1939, the City of Riverside and, in 1953, the City of Perris granted franchises to SoCal Gas for pipelines under streets. SoCal Gas accepted the franchises, installed the lines, and paid annual franchise fees. As is typical, the franchises required SoCal Gas to pay to relocate pipelines to allow any lawful change of street grade, alignment, or width.

When the RCTC extended Metrolink from Riverside to Perris, it identified five utility conflicts. SoCal Gas had license agreements (akin to leases) with railroads for four of the five, and RCTC succeeded to the railroads' interest in those agreements. RCTC demanded SoCal Gas pay to relocate the pipelines, but it refused.

To avoid delaying its Metrolink project, RCTC paid about \$562,000 to SoCal Gas under protest to relocate the pipelines. RCTC sued to recover the money and for breach of license, trespass, quiet title and common counts. On summary judgment, the trial court ruled for RCTC as to reimbursement, but for SoCal Gas on other claims. Both appealed.

As to the location for which SoCal Gas had no license, the Court of Appeal affirmed that RCTC could recover relocation costs under the franchises. It found Public Utilities Code § 6297 did not apply to require the utility to fund the relocation, but a common law (i.e., judge-made) rule did. That rule requires a franchised utility "to make way for a proper governmental use of the streets." SoCal Gas argued RCTC's use was "proprietary," not governmental. The Court rejected the argument with a lengthy review of the history of that distinction: "[T]he reasons underlying the governmental-proprietary distinction in the utility relocation context are no longer valid." Because RCTC was a government authorized to construct and operate

public transit, its project was necessarily governmental. The Court also held the RCTC properly terminated the licenses, obliging SoCal Gas to remove its pipelines from those locations.

This is welcome news for public agencies, as utilities frequently dispute relocation costs, forcing agencies to litigate to recover costs they advance under protest.

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

Gary Bell and Ryan Reed Recognized

The Daily Journal Corporation, publisher of California's leading legal trade paper, named **Gary B. Bell** to its "Top 40 Under 40" list. The annual list honors California's leading lawyers under the age of 40, selected from hundreds of nominees across all legal fields and throughout the state. The award highlights Gary's work as Auburn City Attorney, and his successful defense of the City's imposition of a lien for costs to abate prostitution at a massage establishment. After successfully defending the City in administrative proceedings, Gary successfully defended a suit to overturn the decision, achieving a complete victory for the City. Jon R. di Cristina also represented the City.

Best Lawyers included **Ryan A. Reed** in the 2021 Best Lawyers: Ones to Watch. This list is a peer-reviewed recognition of younger attorneys for professional excellence. Ryan is recognized in Municipal Law. He graduated *cum laude* from Georgetown Law in 2018, and currently serves as the Assistant City Attorney for the Cities of Auburn, Chico, and Grass Valley, Assistant Town Attorney for Yountville, and Assistant General Counsel for a number of our special district clients. He advises clients on municipal issues ranging from land use to cannabis regulation to labor and employment.



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Public Hearings 9.

LAFCO

Meeting Date: 12/03/2020

Information

SUBJECT

Public Hearing to consider Resolution 2020-10, adopting the Municipal Service Review (MSR) and approving a Sphere of Influence (SOI) Update for the Yolo County Flood Control and Water Conservation District (LAFCo No. S-056)

RECOMMENDED ACTION

1. Receive staff presentation on the MSR and SOI Update.
2. Open the Public Hearing for public comments on this item.
3. Close the Public Hearing and consider the information presented in the staff report and during the Public Hearing. Discuss and direct staff to make any necessary changes.
4. Approve **Resolution 2020-10** adopting the Municipal Service Review (MSR) and Sphere of Influence (SOI) Update for the Yolo County Flood Control and Water Conservation District (YCFWCWD).

FISCAL IMPACT

No fiscal impact. The MSR and SOI Update were prepared "in-house" and appropriate funds were budgeted.

REASONS FOR RECOMMENDED ACTION

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (CKH Act), is LAFCo's governing law and outlines the requirements for preparing periodic Municipal Service Reviews (MSRs) and Sphere of Influence (SOI) updates. MSRs and SOIs are tools created to empower LAFCo to satisfy its legislative charge of "discouraging urban sprawl, preserving open space and prime agricultural lands, efficiently providing government services, and encouraging the orderly formation and development of local agencies based upon local conditions and circumstances".

An MSR is conducted prior to, or in conjunction with, the update of an SOI. LAFCos are required to review an agency's Sphere of Influence every five years.

An MSR evaluates the structure and operations of district services and includes a discussion of the capability and capacity of the district to ensure the provision of municipal services to the existing service area and any future growth of the district's boundaries. The SOI indicates the probable future physical boundaries and service area of a district and lays the groundwork for potential future annexations.

Yolo LAFCo staff utilizes a checklist format for MSRs that allows staff to streamline the assessment of each district's municipal services. Based on the findings of the MSR checklist staff can recommend whether a SOI update is warranted.

BACKGROUND

The Yolo County Flood Control & Water Conservation District (YCFCWCD) is an independent special district created by the State Legislature in 1951 through General Law 9307, Statutes of 1951, Chapter 1647. YCFCWCD encompasses almost one-third of the county including the cities of Davis, Winters, most of Woodland and UC Davis. The District was formed to fill a major regional gap in securing and delivering water resources for Yolo County to support its rich agricultural base and protect its environmental, economic, and local water resources. In 1967, District voters authorized a \$2.1 million revenue bond to acquire the Clear Lake Water Company and operate the enterprise, including management of Clear Lake. Through riparian rights and pre-1914 and post-1914 water rights, YCFCWCD has surface water supplies from Cache Creek, Clear Lake, and Indian Valley Reservoir; 450,000 acre-feet of storage is available in Clear Lake and Indian Valley Reservoir when at full capacity.

The District provides many municipal services including: flood control; dam operation; canal and slough maintenance; agricultural and wholesale M&I water (non-potable only); and hydroelectric power generation and sale (no direct service). Its facilities include three dams, two hydroelectric plants, two reservoirs and approximately 160 miles of irrigation and drainage distribution network, mostly earthen or unlined laterals and channels. It has 162 agricultural customers and 35 municipal and industrial customers for non-potable water. It currently sells its hydroelectric power to the Valley Clean Energy Alliance, a local public electricity provider. The District is governed by a five-member Board, appointed by the Yolo County Board of Supervisors. It is the largest independent special district in the county and currently has a staff of 29 employees. Its offices and corporation yard are located on the north side of Highway 16, roughly halfway between Woodland and I-505, just east of the Wild Wings community.

The District also serves to fill gaps in a number of areas of water resource management, environmental stewardship, and flood management. It continues to play a role in implementing the Yolo County Integrated Regional Water

Management Plan, the Yolo County Water Resources Agency, and is an instrumental partner in the Yolo Subbasin Groundwater Agency (YSGA) Joint Powers Agency. In addition, YCFCWCD has taken a leadership role in a jointly funded effort with the County of Yolo to develop new regional flood control management policies and implement small-scale projects called the FloodSAFE Yolo 2.0 Program.

YCFCWCD has the resources, board and staff capacity to manage itself very effectively and LAFCo staff have no concerns about the finances and operation of the District. The MSR includes minor recommendations to improve best practices, but nothing concerning.

As part of the SOI Update, YCFCWCD is requesting a significant increase to its SOI area. SOIs are generally used as a tool to curb urban sprawl and control growth, but in this case, expansion of the SOI actually serves to protect agricultural land and protect groundwater resources. Expansion of YCFCWCD's SOI could serve additional agricultural customers and will support the overall Yolo Subbasin groundwater protection strategy. Therefore, staff recommends approval of the SOI Update.

MSR Determinations and Recommendations

Minor edits are requested to the Draft MSR/SOI Update released on November 11, 2020 based on YCFCWCD staff review. Changes have been formatted in the attached draft report as **additions** and ~~deletions~~ for transparency purposes. Staff recommends these edits be included in the MSR/SOI adoption.

There are seven determinations LAFCo is required to make for an MSR. The determinations and recommendations for Commission review and consideration are as follows:

Growth and Population MSR Determination

The unincorporated areas of Yolo County are estimated to have a 1.0% increase in growth from January 1, 2018 to January 1, 2019. YCFCWCD provides flood control; dam operation; canal and slough maintenance; agricultural and wholesale M&I water; recreation; hydroelectric power generation and sale. Therefore, local population growth and any associated development is not anticipated to have a significant impact on the subject agency's service needs and demands.

Disadvantaged Unincorporated Communities MSR Determination

The YCFCWCD provides flood control; dam operation; canal and slough maintenance; agricultural and wholesale M&I water; recreation; hydroelectric power generation and sale. Although YCFCWCD provides some municipal and industrial water, it is non-potable water. Therefore, this determination is not applicable to YCFCWCD.

Capacity and Adequacy of Public Facilities and Services MSR Determination

Through riparian rights and pre-1914 and post-1914 water rights, YCFCWCD surface water supplies originate from Cache Creek, Clear Lake, and Indian Valley Reservoir. It has 450,000 acre-feet of storage available in Clear Lake and Indian Valley Reservoir when at full capacity. Delivery is based on demand each year upon request of farmers. During water shortages, landowners rely more heavily on groundwater supplies through private production wells than normal years. When the water supply is less than demand, YCFCWCD allocates water by dividing it among the assessed acreage and a percentage allocation is determined. Once the District determines the total water available and total demand, detailed metering and records are maintained and shared with users on a monthly basis. The water conveyance system includes more than 175 miles of irrigation and drainage facilities, most of which consist of earthen or unlined channels. Major facilities managed by YCFCWCD include three dams, two hydroelectric plants, two reservoirs, and a network of mostly earthen canals and laterals. As of November 2020, the YCFCWCD has a contract for selling power to Valley Clean Energy, a locally governed electricity provider in Yolo County.

The District has sufficient trained staff to meet service needs within its service area. The YCFCWCD is currently planning projects and related costs involved in complying with the implementation of new water measurement and accounting regulations. In addition, the YCFCWCD is continually trying to prepare for new regulations as related to dam ownership and liability given the 2017 Oroville Spillway Incident. The YCFCWCD experienced two large fires at Indian Valley Reservoir, which burned power poles, the transmission line, and related power infrastructure. The YCFCWCD worked with the California Office of Emergency Services to receive state reimbursement for replacing the wooden power poles and lines with steel poles to ensure the poles would not be affected in future fires around Indian Valley Reservoir.

Financial Ability MSR Determination

Over the past six years (including drought years), the District has been able to maintain a solid yearend fund balance averaging \$4.7 million, despite the drought impacted years (2014 to 2016) when the District experienced significant loss of revenue, estimated to be over \$7.6 million. To mitigate some of the revenue shortfall the District cut expenditures. The District also established a sliding scale rate structure based on the combined water storage in Clear Lake and Indian Valley Reservoir on April 1 each year. Higher water storage (i.e. more water to sell) means lower rates, helping to stabilize revenues.

The District maintains its financial system and is audited annually and has received unqualified opinions each year. However, there is some crossover resulting from closely working with Yolo Subbasin Groundwater Agency (YSGA) that should be cleaned up going forward. Management has also been able to control the growth of expenditures and mitigate the possible loss of water sales

during drought by establishing a slide scale fee schedule based on the anticipated water supply.

Finances are well-managed and as long as the District is able to finance losses of revenue and destruction of infrastructure due to extended periods of drought, floods and wildfires the district should remain sound. The District maintains a healthy fund balance, although it would be better to adopt a capital improvement plan and have funds set aside for specified uses rather than a general reserve.

Recommendations:

- Financial transactions that relate directly to the Yolo Subbasin Groundwater Agency (YSGA) should not be recorded in the YCFWCWD ledgers.
- Develop a policy or procedure to identify and record Federal and State revenue consistently as either non-operating grants or contributed capital based on the purpose of the grant.
- Consider assessing a base service fee that would protect the District's financial condition from periods of extended drought.
- Develop a formal capital improvement plan that includes a financing plan (i.e. long-range planning, not just on an annual basis).
- Create a reserve policy that includes specific set asides, which are formally recorded in the accounting system, for financing a capital improvements plan, general reserve, and a catastrophic loss reserve to mitigate against loss of revenue and to finance unexpected large infrastructure losses due to disasters.
- Complete the ongoing process to document the accounting controls, procedures and policies in case of any unexpected staff turnover.

Shared Services MSR Determination

YCFWCWD is a model district in how it has embraced shared services in various forms. It continues to fill gaps in a number of areas of water resource management, environmental stewardship, and flood management. The YCFWCWD plays a role regionally with the Water Resources Association of Yolo County in implementing the Integrated Regional Water Management Plan and the Yolo Subbasin Groundwater Agency in developing the Yolo Subbasin Groundwater Sustainability Plan. In 2017, YCFWCWD took over some flood control services from the Madison-Esparto Regional County Service Area (MERCOSA) which were redundant and allowed LAFCo to dissolve it. YCFWCWD is also a member of, and provides contract staffing to, the Water Resources Association and the Yolo Subbasin Groundwater Agency JPA.

Accountability, Structure and Efficiencies MSR Determination

The YCFWCWD was created by special legislation and is one of the most functional and resourced special districts in the county. The District has taken over services over the years from other redundant agencies to resolve service

inefficiencies. The District's Board is filled with very capable members that show stability and longevity with the District. Board members are trained regarding the organization's program requirements and financial management. The District currently has 27 employees and plans to hire a two more in the coming weeks. Staff are capable and there do not appear to be any chronic issues with staff turnover. The board is working on succession planning. The District routine undergoes annual audits conducted by independent external auditors. The YCFCWCD improved its transparency score from 67% in 2018 to 82% in 2019, however, there is still some room for improvement. The district has adopted policies (as applicable) regarding anti-nepotism/non-discrimination, travel and expense reimbursement, personal use of public resources, contract bidding.

Recommendations:

- YCFCWCD should consider adopting a policy that rotates auditors at least every 6 years.
- The YCFCWCD improved its transparency score from 67% in 2018 to 82% in 2019, however, there is still some room for improvement.
- Take appropriate measures to safeguard any essential paper records in the office from fire or water damage.

Other Issues MSR Determination

There are no other issues related to effective or efficient service delivery, as required by Commission policy.

SOI Update and Recommendation

LAFCo policies (Criteria for Spheres of Influence Policy 6.3) require consideration of the following criteria when studying and determining the spheres of influence for the cities and special districts within the County of Yolo:

1. *Retention and strengthening of community identities, as well as increasing efficiency and conserving resources, by providing essential services within a framework of controlled growth;*
2. *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;*
3. *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;*
4. *Provision of infrastructure systems such as streets, sewers, water, open space for parks and recreation as a product of growth, rather than growth inducing;*
5. *Encouragement of city annexation or incorporation as a means of supplying*

- the full range of urban services as required; and*
6. *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.*

As mentioned previously, these policies are largely not applicable to a district that provides non-potable water supporting continued agricultural use. The proposed SOI Update will serve to retain the rural agricultural farming community. It will provide a flexible planning area where services can be expanded as resources allow. The conveyance systems are either already existing or, if extended, would not be growth inducing because the water supports agricultural uses and is non-potable. District expansion is anticipated for agricultural use, not population growth.

There are five determinations LAFCo is required to make for an SOI Update. The determinations for Commission review and consideration are as follows:

Present and Planned Land Uses SOI Determination

This SOI would provide for potential annexation if well sites are needed for groundwater monitoring and recharge projects by the Yolo Subbasin Groundwater Agency, which the YCFCWCD is a member of. Additional agricultural lands could also be irrigated by District surface water resources, if resources are available. The YCFCWCD provides non-potable irrigation water to agricultural land. The agricultural land already exists and is not a result of new development. The proposed SOI includes rural agricultural areas outside of urban areas/communities and would not conflict with any man-made obstructions or other types of boundaries. The SOI is proposed for expansion because the Yolo Subbasin Groundwater Agency JPA will complete its groundwater monitoring plan in 2022 and JPA member agency coverage of the entire Yolo Subbasin is desirable for creating a system of groundwater monitoring sites.

Need for Public Facilities and Services SOI Determination

This SOI would provide for potential annexation if well sites are needed for groundwater monitoring by the Yolo Subbasin Groundwater Agency, which the YCFCWCD is a member of. Additional agricultural lands could also be irrigated by District surface water resources, if resources are available. The SOI area would include rural areas, is not growth-inducing, and, therefore, questions regarding controlled growth are not applicable. The services cannot be better provided by another agency. An increased SOI would support agricultural lands and provide for more sustainable water resources.

Capacity and Adequacy of Provided Services SOI Determination

This SOI would provide for potential annexation if well sites are needed for groundwater monitoring and recharge projects by the Yolo Subbasin Groundwater

Agency, which the YCFCWCD is a member of. Additional agricultural lands could also be irrigated by District surface water resources, if resources are available. An increased SOI would support agricultural lands and provide for more sustainable water resources.

Social or Economic Communities of Interest SOI Determination

The YCFCWCD provides non-potable water only that could not serve populated communities. Therefore, existence of any social or economic communities of interest are not relevant to this agency's municipal service.

Disadvantaged Unincorporated Communities SOI Determination

The YCFCWCD provides non-potable water only that could not serve populated communities. Therefore, existence of any social or economic communities of interest are not relevant to this agency's municipal service.

Public/Agency Involvement

The primary source of information used in this MSR has been information collected from agency staff and adopted plans, budgets, reports, policies, etc. On November 11, 2020 a "Notice of Availability of Draft MSR/SOI and Public Hearing" was released by LAFCo and published in the Woodland Democrat, which requested written comments from the public and stakeholders. In addition, notices were sent to every "affected agency", meaning all other agencies and schools with overlapping service areas. LAFCo has not received any comments so far on the MSR/SOI. Any comments received after publication of this staff report will be provided to the Commission in a supplemental packet.

California Environmental Quality Act (CEQA)

The SOI Update could allow for future annexation of additional territory into the Yolo County Flood Control and Water Conservation District. The primary intent of this SOI Update is to cover the Yolo Subbasin Groundwater Agency territory as a member agency for potential future groundwater monitoring and recharge sites. This is to comply with the Sustainable Groundwater Management Act (SGMA) enacted to halt overdraft and bring groundwater basins into balanced levels of pumping and recharge, and would provide an environmental benefit. This additional territory could potentially also be served by the existing District water allocation. Future annexation would potentially allow existing agricultural lands to be served by surface water supplies instead of relying on groundwater pumping, however, the key consideration is the fact that the SOI Update involves no expansion of the existing agricultural use and is exempt under CEQA Guidelines Section 15301. The Yolo County Flood Control and Water Conservation District does not supply potable drinking water and, therefore, the SOI Update will not be growth inducing or otherwise result in any expansion of use. Conjunctive surface and groundwater use is an environmental benefit as compared to the current practice of solely pumping groundwater.

Attachments

ATT A-YCFCWCD MSR-SOI Reso 2020-10

ATT B-Revised Public Draft YCFCWCD MSR-SOI Nov 18, 2020

Form Review

Inbox

Christine Crawford (Originator)
Form Started By: Christine Crawford
Final Approval Date: 11/18/2020

Reviewed By

Christine Crawford

Date

11/18/2020 01:25 PM
Started On: 11/16/2020 10:12 AM

YOLO LOCAL AGENCY FORMATION COMMISSION

Resolution № 2020-10

Adopting the Municipal Service Review (MSR) and Sphere of Influence (SOI) Update for the Yolo County Flood Control and Water Conservation District (LAFCo No. S-056)

WHEREAS, the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 governs the organization and reorganization of cities and special districts by local agency formation commissions established in each county (LAFCo), 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 provides that LAFCos shall develop and determine the sphere of influence (SOI) of each local governmental agency within their respective counties, 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 2020, the Yolo LAFCo conducted a review of the municipal services and SOI of the Yolo County Flood Control and Water Conservation District (YCFCWCD), and based on the results of the MSR determined that the SOI for the District should be updated; and,

WHEREAS, staff has reviewed the SOI Update and determined that it does not have the potential to cause a significant effect on the environment, and is therefore not subject to the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15301, and, based thereon, the Executive Officer will file a Notice of Exemption; and,

WHEREAS, the Executive Officer set a public hearing for December 3, 2020, 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 3, 2020, the draft MSR/SOI Update came on regularly for hearing before Yolo LAFCo, at the time and place specified in the notice; and,

WHEREAS, at said hearing, Yolo 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 Section 56430 and 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 determinations, and the MSR.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED that the Yolo Local Agency Formation Commission hereby adopts Resolution 2020-10 adopting the Municipal Service Review and Sphere of Influence Update for the Yolo County Flood Control and Water Conservation District with the boundaries as shown in Exhibit A, subject to the following findings and recommendations:

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 Reorganization Act.

2. Finding: Approval of the SOI Update for the YCFCWCD does not have the potential to cause a significant effect on the environment, and is therefore not subject to CEQA in accordance with CEQA Guidelines Section 15301 (Existing Facilities) and Section 15061(b)(3) (common sense exemption). A Notice of Exemption will be filed with the County Recorder.

Evidence: The SOI Update could allow for future annexation of additional territory into the YCFCWCD. The primary intent of this SOI Update is to cover the Yolo Subbasin Groundwater Agency territory as a member agency for potential future groundwater monitoring and recharge sites. This is to comply with the Sustainable Groundwater Management Act (SGMA) enacted to halt overdraft and bring groundwater basins into balanced levels of pumping and recharge, and would provide an environmental benefit. This additional territory could potentially also be served by the existing District water allocation. Future annexation would potentially allow existing agricultural lands to be served by surface water supplies instead of relying on groundwater pumping, however, the key consideration is the fact that the SOI Update involves no expansion of the existing agricultural use and is exempt under CEQA Guidelines Section 15301. The YCFCWCD does not supply potable drinking water and, therefore, the SOI Update will not be growth inducing or otherwise result in any expansion of use. Conjunctive surface and groundwater use is an environmental benefit as compared to the current practice of solely pumping groundwater.

3. Finding: Approval of the SOI Update for the YCFCWCD 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: These policies apply to all city and special district SOIs but are largely not applicable to a district that provides non-potable water supporting continued agricultural use. The proposed SOI Update will serve to retain the rural agricultural farming community in a more sustainable manner utilizing conjunctive surface and groundwater use instead of the current practice of solely pumping groundwater. It will provide a flexible planning area where services can be expanded as surface water resources allow. The conveyance systems are either already existing or, if extended, would not be growth inducing because the water supports agricultural uses and is non-potable. District expansion is anticipated to support agricultural use, not population growth or urban expansion.

RECOMMENDATIONS

1. Financial transactions that relate directly to the Yolo Subbasin Groundwater Agency (YSGA) should not be recorded in the YCFCWCD ledgers.
2. Develop a policy or procedure to identify and record Federal and State revenue consistently as either non-operating grants or contributed capital based on the purpose of the grant.
3. Consider assessing a base service fee that would protect the District's financial condition from periods of extended drought.
4. Develop a formal capital improvement plan that includes a financing plan (i.e. long-range planning, not just on an annual basis).
5. Create a reserve policy that includes specific set asides, which are formally recorded in the accounting system, for financing a capital improvements plan, general reserve, and a catastrophic loss reserve to mitigate against loss of revenue and to finance unexpected large infrastructure losses due to disasters.
6. Complete the ongoing process to document the accounting controls, procedures and policies in case of any unexpected staff turnover.
7. YCFCWCD should consider adopting a policy that it rotates auditors at least every 6 years.
8. The YCFCWCD improved its transparency score from 67% in 2018 to 82% in 2019, however, there is still some room for improvement.

9. Take appropriate measures to safeguard any essential paper records in the office from fire or water damage.

PASSED AND ADOPTED by the Yolo Local Agency Formation Commission, State of California, this 3rd day of December, 2020, by the following vote:

Ayes: Sandeen, Sandy, Saylor, Stallard, Woods
Noes: None
Abstentions: None
Absent: None

Olin Woods, Chair
Yolo Local Agency Formation Commission

Attest:



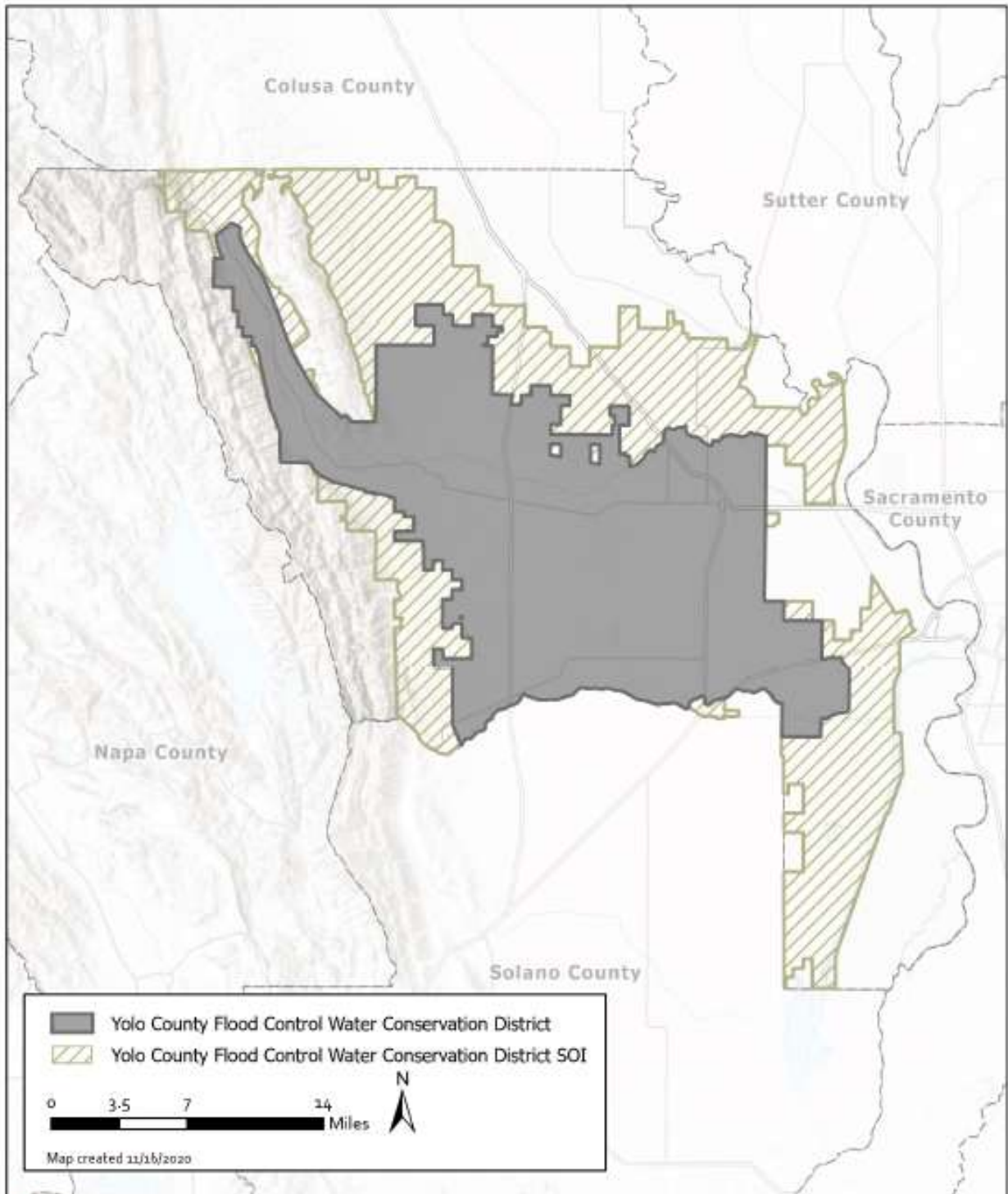
Christine Crawford, Executive Officer
Yolo Local Agency Formation Commission

Approved as to form:



Eric May, Commission Counsel

Yolo County Flood Control and Water Conservation District and Sphere of Influence



Adopted December 3, 2020

Municipal Service Review and Sphere of Influence Update for the

Yolo County Flood Control & Water Conservation District LAFCo No. S-056



Revised Public Draft November 18, 2020



Municipal Service Review and Sphere of Influence Update for the Yolo County Flood Control & Water Conservation District (LAFCo No. S-056)

SUBJECT AGENCY:

Yolo County Flood Control & Water Conservation District
34274 State Highway 16
Woodland, CA 95695-9371
Tel: (530) 662-0265
www.yfcwcd.org

Date of Last MSR: October 24, 2013

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Bruce Rominger, Vice Chair
Tom Barth
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Babs Sandeen, Vice Chair, City Member
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Duane Chamberlain, County Member
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Christine Crawford, Executive Officer
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Mark Kruppenacker, Financial Analyst
Eric May, Counsel

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ROLE AND RESPONSIBILITY OF LAFCO

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, as amended (“CKH Act”) (California Government Code §§56000 et seq.), is LAFCo’s governing law and outlines the requirements for preparing Municipal Service Reviews (MSRs) for periodic Sphere of Influence (SOI) updates. MSRs and SOIs are tools created to empower LAFCo to satisfy its legislative charge of “discouraging urban sprawl, preserving open-space and prime agricultural lands, efficiently providing government services, and encouraging the orderly formation and development of local agencies based upon local conditions and circumstances (§56301). CKH Act Section 56301 further establishes that “one of the objects of the commission is to make studies and to obtain and furnish information which will contribute to the logical and reasonable development of local agencies in each county and to shape the development of local agencies so as to advantageously provide for the present and future needs of each county and its communities.”

Based on that legislative charge, LAFCo serves as an arm of the State; preparing and reviewing studies and analyzing independent data to make informed, quasi-legislative decisions that guide the physical and economic development of the state (including agricultural uses) and the efficient, cost-effective, and reliable delivery of services to residents, landowners, and businesses. While SOIs are required to be updated every five years, they are not time-bound as planning tools by the statute, but are meant to address the “probable physical boundaries and service area of a local agency” (§56076). SOIs therefore guide both the near-term and long-term physical and economic development of local agencies, and MSRs provide the near-term and long-term time-relevant data to inform LAFCo’s SOI determinations.

PURPOSE OF A MUNICIPAL SERVICE REVIEW

As described above, MSRs are designed to equip LAFCo with relevant information and data necessary for the Commission to make informed decisions on SOIs. The CKH Act, however, gives LAFCo broad discretion in deciding how to conduct MSRs, including geographic focus, scope of study, and the identification of alternatives for improving the efficiency, cost-effectiveness, accountability, and reliability of public services. The purpose of a Municipal Services Review (MSR) in general is to provide a comprehensive inventory and analysis of the services provided by local municipalities, service areas, and special districts. A MSR evaluates the structure and operation of the local municipalities, service areas, and special districts and discusses possible areas for improvement and coordination. The MSR is intended to provide information and analysis to support a sphere of influence update. A written statement of the study’s determinations must be made in the following areas:

1. Growth and population projections for the affected area;
2. The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere of influence;
3. Present and planned capacity of public facilities, adequacy of public services, and infrastructure needs or deficiencies including needs or deficiencies related to sewers, municipal and industrial water, and structural fire protection in any disadvantaged, unincorporated communities within or contiguous to the sphere of influence;
4. Financial ability of agencies to provide services;
5. Status of, and opportunities for, shared facilities;
6. Accountability for community service needs, including governmental structure and operational efficiencies; and

7. Any other matter related to effective or efficient service delivery, as required by commission policy.

The MSR is organized according to these determinations listed above. Information regarding each of the above issue areas is provided in this document.

PURPOSE OF A SPHERE OF INFLUENCE

In 1972, LAFCos were given the power to establish SOIs for all local agencies under their jurisdiction. As defined by the CKH Act, “sphere of influence” means a plan for the probable physical boundaries and service area of a local agency, as determined by the commission” (§56076). SOIs are designed to both proactively guide and respond to the need for the extension of infrastructure and delivery of municipal services to areas of emerging growth and development. Likewise, they are also designed to discourage urban sprawl and the premature conversion of agricultural and open space resources to urbanized uses.

The role of SOIs in guiding the State’s growth and development was validated and strengthened in 2000 when the Legislature passed Assembly Bill (“AB”) 2838 (Chapter 761, Statutes of 2000), which was the result of two years of labor by the Commission on Local Governance for the 21st Century, which traveled up and down the State taking testimony from a variety of local government stakeholders and assembled an extensive set of recommendations to the Legislature to strengthen the powers and tools of LAFCos to promote logical and orderly growth and development, and the efficient, cost-effective, and reliable delivery of public services to California’s residents, businesses, landowners, and visitors. The requirement for LAFCos to conduct MSRs was established by AB 2838 as an acknowledgment of the importance of SOIs and recognition that regular periodic updates of SOIs should be conducted on a five-year basis (§56425(g)) with the benefit of better information and data through MSRs (§56430(a)).

Pursuant to Yolo County LAFCo policy an SOI includes an area adjacent to a jurisdiction where development might be reasonably expected to occur in the next 20 years. A MSR is conducted prior to, or in conjunction with, the update of a SOI and provides the foundation for updating it.

LAFCo is required to make five written determinations when establishing, amending, or updating an SOI for any local agency that address the following (§56425(c)):

1. The present and planned land uses in the area, including agricultural and open-space lands.
2. The present and probable need for public facilities and services in the area.
3. The present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide.
4. The existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency.
5. For an update of an SOI of a city or special district that provides public facilities or services related to sewers, municipal and industrial water, or structural fire protection, the present and probable need for those public facilities and services of any disadvantaged unincorporated communities within the existing sphere of influence.

DISADVANTAGED UNINCORPORATED COMMUNITIES

SB 244 (Chapter 513, Statutes of 2011) made changes to the CKH Act related to “disadvantaged unincorporated communities,” including the addition of SOI determination #5 listed above. Disadvantaged

unincorporated communities, or “DUCs,” are inhabited territories (containing 12 or more registered voters) where the annual median household income is less than 80 percent of the statewide annual median household income.

On March 26, 2012, Yolo LAFCo adopted a “Policy for the Definition of ‘Inhabited Territory’ for the Implementation of SB 244 Regarding Disadvantaged Unincorporated Communities”, which identified 21 inhabited unincorporated communities for purposes of implementing SB 244.

CKH Act Section 56375(a)(8)(A) prohibits LAFCo from approving a city annexation of more than 10 acres if a DUC is contiguous to the annexation territory but not included in the proposal, unless an application to annex the DUC has been filed with LAFCo. The legislative intent is to prohibit “cherry picking” by cities of tax-generating land uses while leaving out under-served, inhabited areas with infrastructure deficiencies and lack of access to reliable potable water and wastewater services. DUCs are recognized as social and economic communities of interest for purposes of recommending SOI determinations pursuant to Section 56425(c).

ORGANIZATION OF MSR/SOI STUDY

This report has been organized in a checklist format to focus the information and discussion on key issues that may be particularly relevant to the subject agency while providing required LAFCo’s MSR and SOI determinations. The checklist questions are based on the Cortese-Knox-Hertzberg Act, the LAFCo MSR Guidelines prepared by the Governor’s Office of Planning and Research and adopted Yolo LAFCo local policies and procedures. This report provides the following:

- Provides a description of the subject agency;
- Provides any new information since the last MSR and a determination regarding the need to update the SOI;
- Provides MSR and SOI draft determinations for public and Commission review; and
- Identifies any other issues that the Commission should consider in the MSR/SOI.

AGENCY PROFILE

In response to a request by the Yolo County Board of Supervisors, the State Legislature created the Yolo County Flood Control & Water Conservation District (YCFCWCD) as an independent special district in 1951 through General Law 9307, Statutes of 1951, Chapter 1647. The District was formed to fill a major regional gap in securing and delivering water resources for Yolo County to support its rich agricultural base and protect its environmental, economic, and local water resources. In 1967, District voters authorized a \$2.1 million revenue bond to acquire the Clear Lake Water Company and operate the enterprise, including management of Clear Lake, to which the District purchased water rights having a priority of 1912. Clear Lake provided an active storage of 320,000 acre-feet natural flow on Cache Creek that is a critical irrigation delivery system for Yolo County's agricultural base.

Today, allowable releases from Clear Lake by YCFCWCD are regulated by the Solano Decree (1978, revised 1995), one of two court decrees governing the operation of the Cache Creek Dam, and are based on water levels measured by the "Rumsey Gage."¹ The Solano Decree regulates summer water levels and establishes allowable releases for the year based on the spring water level. If the gage level is at or above 7.56 feet Rumsey on May 1, up to 150,000 acre-feet of water may be released. Conversely, if the gage level does not reach above 3.22 feet Rumsey on May 1, no water may be released that year. Gage levels between those extremes result in an appropriate allowable release.

YCFCWCD relies on a customer allocation system in shortage years that seeks to provide an equitable distribution to landowners while continuing to encourage the prioritization of surface water use over groundwater, and implementation of conservation-oriented irrigation technologies to reduce overall demand. According to District staff, YCFCWCD employs a tiered rate structure ~~across a three-year period~~ to charge market-reasonable rates while adjusting for water availability and promoting financial stability for the District. In an effort to prevent over-drafting of groundwater resources, YCFCWCD has been a proactive leader regionally in groundwater management studies, best practices, and monitoring. Conjunctive use initiatives seek to maintain the sustainability of the aquifer system, particularly in shortage years. This is important in the historical context of the construction of Indian Valley Reservoir, which the Integrated Regional Water Management Plan references DWR's 1987 characterization of the reservoir as a factor in the large recovery of groundwater levels in Yolo County. YCFCWCD's infrastructure has played a major role in shaping Yolo County's balanced utilization of surface water and groundwater to support its regional agricultural economy.

Reduced water supply, combined with the cost to purchase a supply, has led farmers to change their cropping patterns and also utilize Yolo County's groundwater as a viable source of irrigation water. YCFCWCD took a lead role in forming the Water Resources Association and the Yolo Subbasin Groundwater Authority JPA in 2017.

Hydroelectric Power Generation

YCFCWCD allowed the Indian Valley Hydroelectric Partnership to construct the Indian Valley Dam Hydroelectric Project in 1983 (ultimately acquired by YCFCWCD in 1999) and constructed the Cache Creek Dam Hydroelectric Project in 1986. The District holds State Water Resources Control Board ("SWRCB") water rights that allow it to utilize water from Clear Lake and Indian Valley dams for hydroelectric power generation. YCFCWCD's hydroelectric power generation facilities at Indian Valley Dam and Cache Creek Dam provide cogeneration for Pacific Gas & Electric ("PG&E") purchases. While revenues fluctuate from year-to-year, hydroelectric energy sales generally provide a significant portion of YCFCWCD's annual operating revenues.

Cache Creek Dam



¹ County of Lake, May 2009, *History of Clear Lake*,

http://www.co.lake.ca.us/Government/Directory/Water_Resources/Clear_Lake_Information/History_of_Clear_Lake.htm.

Coordination with WRA

Just as YCFCWCD was formed to fill a regional gap, the District continues to fill gaps in a number of areas of water resource management, environmental stewardship, and flood management. It continues to play a role in implementing the Yolo County Integrated Regional Water Management Plan, which includes the following foundational actions: Groundwater Monitoring Program; Surface Water Monitoring Program; Groundwater Model Enhancement Program; Water Resources Infrastructure Database Enhancement Program; and Aquatic Habitat and Fish Opportunities Assessment. Where YCFCWCD is not the lead agency, the District is actively involved as a member agency and participant.

Coordination with YSGA

In 2016, the WRA and Yolo County Farm Bureau partnered with other water entities in the County to form a Groundwater Sustainability Agency (GSA) for the Yolo Subbasin. As part of WRA’s efforts, the YCFCWCD was an instrumental partner in the process of forming the Yolo Subbasin Groundwater Agency (YSGA) Joint Powers Authority. As of November 2020, the YSGA has 25 members (including YCFCWCD) and is in the process of developing the Yolo Subbasin Groundwater Sustainability Plan for ensuring groundwater sustainability through 2042.

Flood Control Management

In addition to Integrated Regional Water Management Plan implementation projects listed above, YCFCWCD has recognized that there is a regional need to address flood control management issues both inside and outside of the District. YCFCWCD has taken a leadership role in a jointly funded effort with the County of Yolo to develop new regional flood control management policies and implement small-scale projects. The FloodSAFE Yolo 2.0 Program is a continuation of the FloodSAFE Yolo Pilot Program and is integrated into the Integrated Regional Water Management Plan and the FloodSAFE California program. A key strategic element for the pilot program will be to develop a sustainable funding mechanism for flood control management that allows the collaborative partnerships to continue forward following the end of 2021.

1983 Flood – Lower Cache Creek



Agency Snapshot

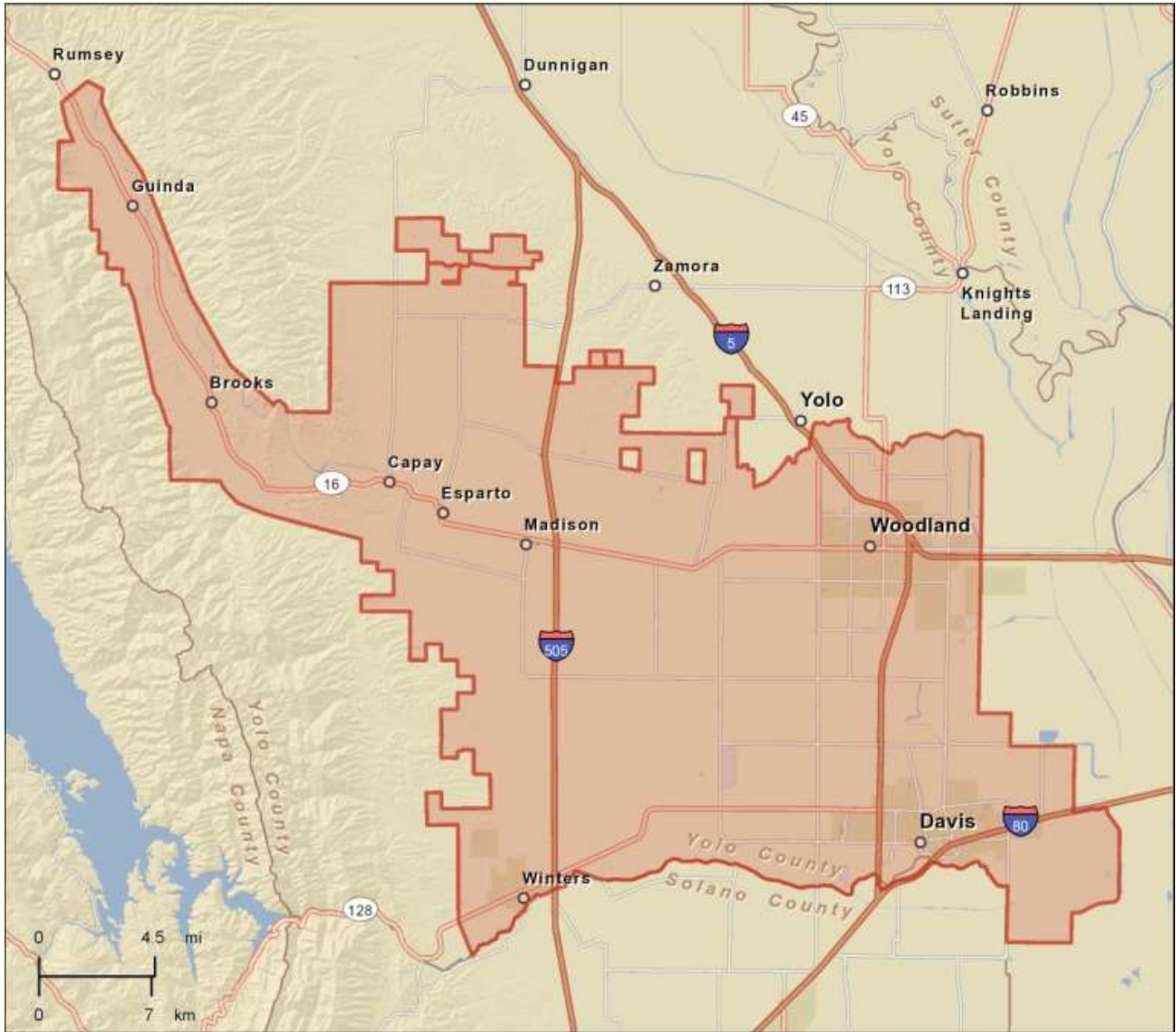
General Info	
District Type	Special Act – Flood Control and Water Conservation District (Independent Special District)
Principal Act	California General Law 9307, Statutes of 1951, Chapter 1647
Formation History	1951 – Formed by the State Legislature in response to the request of the Yolo County Board of Supervisors.
Services	Flood control; dam operation; canal and slough maintenance; agricultural and wholesale M&I water; recreation; hydroelectric power generation and sale.

<i>Authorized Services</i>	<ul style="list-style-type: none"> • Make sufficient water available including, but not limited to, the acquisition, storage, and distribution for irrigation, domestic, fire protection, municipal, commercial, industrial, and all other beneficial uses. • Provide for the reservoir storage, control and disposition of storm and flood waters. • Provide groundwater recharge and to prevent contamination, pollution or otherwise rendering unfit for beneficial use the surface or subsurface water, and to prevent any such interference with the waters as may endanger or damage the inhabitants, lands, or use of water in or flowing into the District. • Levy and collect a groundwater charge for the production of water from the groundwater supplies on lands within the District. • To construct, operate, and maintain works to develop hydroelectric energy and transmission lines for the conveyance thereof. The power generated may be used by the district for its purposes, or for the production or transmission of water, but shall not be offered for sale directly by the district to customers other than to a public utility or another public agency.
Service Area	
General Location	Encompasses almost one-third of the southwestern section of Yolo County, including the cities of Davis, Winters, and most of Woodland, and UC Davis.
Size	Jurisdictional boundaries contain approximately 324.3 square miles or 207,525 acres of territory. Service territory is estimated to be closer to 204,180 acres, including the recent 2012 annexation of 8,400 acres in the areas commonly referred to as “Hungry Hollow,” “I-505,” “Knight Ranch,” “China Slough,” “Rominger,” and “CSY Winters Inc.”
Customers	162 agricultural customers, 35 municipal and industrial customers (non-potable water)
Land Uses	Agricultural; suburban residential (unincorporated communities); and urban (cities and UC Davis).
Water Supplies	
Surface Water	Through riparian rights and pre-1914 and post-1914 water rights, surface water supplies originate from Cache Creek, Clear Lake, and Indian Valley Reservoir. 450,000 acre-feet of storage is available in Clear Lake and Indian Valley Reservoir when at full capacity. Indian Valley Reservoir provides for carryover storage, though Clear Lake does not. Delivery has traditionally been based on demand each year upon request of farmers. To create better predictability for both the District and customers, a more consistent allocation system has begun to be implemented, particularly during times of water shortages. During major shortages, landowners rely more heavily on groundwater supplies through private production wells than normal years.
Groundwater Subbasin(s)	Yolo Subbasin. YCFCWCD currently owns one groundwater well available for drought years, if needed. Landowners have overlying rights to access groundwater through private production wells. YCFCWCD has historically played a lead role in groundwater quality and well water level monitoring, and is continuing to assist the YSGA in establishing the Yolo Subbasin’s groundwater monitoring program.

Facilities	
<i>Distribution</i>	Distribution system includes more than 160 miles of irrigation and drainage facilities, most of which consist of earthen or unlined channels. Major facilities managed by YCFCWCD include three dams, two hydroelectric plants, two reservoirs, and a network of mostly earthen canals and laterals. Originally built in 1914, Capay Diversion Dam was modernized in 1994 with the addition of an inflatable dam above the original concrete dam. The new dam, billed at that time as the “longest single bladder dam in the world,” can be raised or lowered in 30 minutes to divert water from Cache Creek into two main YCFCWCD distribution canals, the Winters Canal and West Adams Canal.
<i>Storage</i>	Clear Lake (150,000 acre-feet allocation when full) and Indian Reservoir Dam (300,000 acre-feet allocation when full).
Hydroelectric Supplies	
Generation	Indian Valley Reservoir has a 3.0MW Hydroelectric Facility, which allows YCFCWCD to sell hydropower during irrigation releases. The Hydroelectric Facility consists of two large-scale turbine generators and one low flow turbine generator, the latter of which is used for minimum stream flow releases.
Distribution	As of November 2020, the YCFCWCD has a contract for selling power to Valley Clean Energy
Governance & Staffing	
Governance Structure	<u>Name</u>
	Jim Mayer (Chair)
	Bruce Rominger (Vice Chair)
	Tom Barth
	Mary Kimball
	<u>Term Expires</u>
	12/15/2021
	12/15/2019 ²
	12/15/2023
	12/15/2022
	12/15/2020
Management	General Manager (GM): Tim O’Halloran Assistant GM – Engineering & Administration: Kristin Sicke Assistant GM – Water Resources: Max Stevenson
Other Agency Memberships	Member agency of WRA and YSGA. Lead agency in numerous regional water and flood management efforts, including the FloodSAFE Yolo 2.0 Program.

² During a meeting on 11/6/2020, the Assistant GM indicated term re-appointment was pending, however, Yolo County was behind on needed appointments due to COVID-related priorities.

Agency Boundaries



AFFECTED AGENCIES

Per Government Code Section 56427, a public hearing is required to adopt, amend, or revise a sphere of influence. Notice shall be provided at least 21 days in advance and mailed notice shall be provided to each affected local agency or affected County, and to any interested party who has filed a written request for notice with the executive officer. Per Government Code Section 56014, an affected local agency means any local agency that overlaps with any portion of the subject agency boundary or SOI (included proposed changes to the SOI).

The affected local agencies for this MSR/SOI are:

County/Cities:

- City of Davis
- City of West Sacramento
- City of Winters
- City of Woodland
- County of Yolo

K-12 School Districts:

- Davis Joint Unified
- Esparto Unified
- Pierce Joint Unified
- River Delta Unified
- Washington Unified
- Winters Joint Unified
- Woodland Joint Unified

Community College Districts:

- Delta
- Los Rios
- Solano
- Yuba

Special Districts:

- Cemetery District – **Capay, Cottonwood, Davis, Knight’s Landing, Mary’s, Winters**
- Community Service District – Cacheville, **Esparto**, Knights Landing, **Madison**
- County Service Area - Dunnigan, **El Macero**, Garcia Bend, **North Davis Meadows**, Snowball, **Wild Wings, Willowbank**
- Fire Protection District – **Capay**, Clarksburg, **Dunnigan, East Davis**, Elkhorn, **Esparto**, Knights Landing, **Madison**, No Man’s Land, **Springlake, West Plainfield, Willow Oak, Winters, Yolo, Zamora**
- Sacramento-Yolo Port District
- Reclamation District – 150, 307, 537, 730, 765, 787, 900, 999, 1600, 2035
- Yolo County Resource Conservation District
- Water District – Dunnigan, Knight’s Landing Ridge Drainage, Yolo County Flood Control & Water Conservation

Multi-County Districts:

- Reclamation District – 108 (Colusa), 2068 (Solano), 2093 (Solano)
- Water District – Colusa Basin Drainage
- Sacramento-Yolo Mosquito and Vector Control District

MUNICIPAL SERVICE REVIEW

POTENTIALLY SIGNIFICANT MSR DETERMINATIONS

The MSR determinations checked below are potentially significant, as indicated by “yes” or “maybe” answers to the key policy questions in the checklist and corresponding discussion on the following pages. If most or all of the determinations are not significant, as indicated by “no” answers, the Commission may find that a MSR update is not warranted.

- | | |
|--|--|
| <input type="checkbox"/> Growth and Population | <input type="checkbox"/> Shared Services |
| <input type="checkbox"/> Disadvantaged Unincorporated Communities | <input checked="" type="checkbox"/> Accountability |
| <input type="checkbox"/> Capacity, Adequacy & Infrastructure to Provide Services | <input type="checkbox"/> Other |
| <input checked="" type="checkbox"/> Financial Ability | |

LAFCo MUNICIPAL SERVICE REVIEW:

- On the basis of this initial evaluation, the required determinations are not significant and staff recommends that an MSR is NOT NECESSARY. The subject agency will be reviewed again in five years per Government Code Section 56425(g).
- The subject agency has potentially significant determinations and staff recommends that a comprehensive MSR IS NECESSARY and has been conducted via this checklist.

1. GROWTH AND POPULATION	YES	MAYBE	NO
Growth and population projections for the affected area.			
a) Will the agency’s territory or surrounding area experience any significant population change or development over the next 5-10 years?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Will development have an impact on the subject agency’s service needs and demands?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Will population changes require a change in the agency’s service and/or sphere of influence boundary?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Discussion:

a-c) *Will the agency’s territory or surrounding area experience any significant population change or development over the next 5-10 years? Will development have an impact on the subject agency’s service needs and demands? Will population changes require a change in the agency’s service and/or sphere of influence (SOI) boundary?*

No. The unincorporated areas of Yolo County are estimated to have a 1.0% increase in growth from January 1, 2018 to January 1, 2019³. YCFCWCD provides flood control; dam operation; canal and slough maintenance; agricultural and wholesale M&I water; recreation; hydroelectric power generation and sale. Therefore, local population growth and any associated development is not anticipated to have a significant impact on the subject agency's service needs and demands.

Growth and Population MSR Determination

The unincorporated areas of Yolo County are estimated to have a 1.0% increase in growth from January 1, 2018 to January 1, 2019. YCFCWCD provides flood control; dam operation; canal and slough maintenance; agricultural and wholesale M&I water; recreation; hydroelectric power generation and sale. Therefore, local population growth and any associated development is not anticipated to have a significant impact on the subject agency's service needs and demands.

2. DISADVANTAGED UNINCORPORATED COMMUNITIES

The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere of influence.

	YES	MAYBE	NO
a) If the subject agency provides public services related to sewers, municipal and industrial water, or structural fire protection, are there any "inhabited unincorporated communities" (per adopted Commission policy) within or adjacent to the subject agency's sphere of influence that are considered "disadvantaged" (80% or less of the statewide median household income) that do not already have access to public water, sewer and structural fire protection?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) If "yes" to a), it is feasible for the agency to be reorganized such that it can extend service to the disadvantaged unincorporated community? If "no" to a), this question is marked "no" because it is either not needed or not applicable.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Discussion:

a) *If the subject agency provides public services related to sewers, municipal and industrial water, or structural fire protection, are there any "inhabited unincorporated communities" (per adopted Commission policy) within or adjacent to the subject agency's sphere of influence that are considered "disadvantaged" (80% or less of the statewide median household income) that do not already have access to public water, sewer and structural fire protection?*

No. The YCFCWCD provides flood control; dam operation; canal and slough maintenance; agricultural and wholesale M&I water; recreation; hydroelectric power generation and sale. Although YCFCWCD provides some municipal and industrial water, it is non-potable water.

b) *If "yes" to a), it is feasible for the agency to be reorganized such that it can extend service to the disadvantaged unincorporated community? If "no" to a), this question is marked "no" because it is either not needed or not applicable.*

³ Department of Finance City/County Population estimates with Annual Percent Change, January 1, 2018 and 2019

No. This determination is not applicable to the YCFCWCD.

Disadvantaged Unincorporated Communities MSR Determination

The YCFCWCD provides flood control; dam operation; canal and slough maintenance; agricultural and wholesale M&I water; recreation; hydroelectric power generation and sale. Although YCFCWCD provides some municipal and industrial water, it is non-potable water. Therefore, this determination is not applicable to YCFCWCD.

3. CAPACITY AND ADEQUACY OF PUBLIC FACILITIES AND SERVICES

Present and planned capacity of public facilities, adequacy of public services, and infrastructure needs or deficiencies including needs or deficiencies related to sewers, municipal and industrial water, and structural fire protection in any disadvantaged, unincorporated communities within or contiguous to the sphere of influence.

	YES	MAYBE	NO
a) Are there any deficiencies in agency capacity to meet service needs of existing development within its existing territory (also note number of staff and/or contracts that provide services)? Are there any concerns regarding services provided by the agency being considered adequate (i.e. is there a plan for additional staff or expertise if necessary)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Are there any issues regarding the agency's capacity to meet the service demand of reasonably foreseeable future growth?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Are there any significant infrastructure needs or deficiencies to be addressed for which the agency has not yet appropriately planned (including deficiencies created by new state regulations)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) If the agency provides water, wastewater, flood protection, or fire protection services, is the agency not yet considering climate adaptation in its assessment of infrastructure/service needs?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) Are there any service needs or deficiencies for disadvantaged unincorporated communities related to sewers, municipal and industrial water, and structural fire protection within or contiguous to the agency's sphere of influence?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Discussion:

a) *Are there any deficiencies in agency capacity to meet service needs of existing development within its existing territory (also note number of staff and/or contracts that provide services)? Are there any concerns regarding services provided by the agency being considered adequate (i.e. is there a plan for additional staff or expertise if necessary)?*

No. Through riparian rights and pre-1914 and post-1914 water rights, surface water supplies originate from Cache Creek, Clear Lake, and Indian Valley Reservoir. YCFCWCD has 450,000 acre-feet of storage available in Clear Lake and Indian Valley Reservoir when at full capacity: Clear Lake (150,000 acre-feet allocation when full); and Indian Reservoir Dam (300,000 acre-feet allocation when full). Delivery is based on demand each year upon request of farmers. During water shortages, landowners rely more heavily on groundwater supplies through private production wells than normal years.

District water users must file applications for water service on or before April 1 of each year. When the water supply is less than demand, YCFCWCD allocates water by dividing it among the assessed acreage and a percentage allocation is determined. This percentage of water is provided to each landowner and they decide whether to use it, transfer allocation, or to not use it and return it to the District pool for all landowners to use. Once the District determines the total water available and total demand, detailed metering and records are maintained and shared with users on a monthly basis.

The water conveyance system includes more than 175 miles of irrigation and drainage facilities, most of which consist of earthen or unlined channels. Major facilities managed by YCFCWCD include three dams, two hydroelectric plants, two reservoirs, and a network of mostly earthen canals and laterals. Originally built in 1914, Capay Diversion Dam was modernized in 1994 with the addition of an inflatable dam above the original concrete dam can be raised or lowered in 30 minutes to divert water from Cache Creek into two main YCFCWCD distribution canals, the Winters Canal and West Adams Canal.

The Indian Valley Hydroelectric Facility is located at the base of Indian Valley Reservoir and consists of a powerhouse with two large-scale turbine generators and one low-flow turbine generator. The large-scale turbine generators are used during irrigation releases and the low-flow turbine generator is used for stream flow releases after the irrigation season ends. As of November 2020, the YCFCWCD has a contract for selling power to Valley Clean Energy, a locally governed electricity provider in Yolo County.

YCFCWCD has sufficient trained staff to meet service needs within the District service area. The District has agency capacity to meet the service needs of existing agricultural lands within the district boundary. During drought years of limited allocation, YCFCWCD has policies in place on how it fairly allocates scarce water supplies among landowners (as described above).

- b) *Are there any issues regarding the agency's capacity to meet the service demand of reasonably foreseeable future growth?*

No. Please see the responses to items 1a-c).

- c) *Are there any significant infrastructure needs or deficiencies to be addressed for which the agency has not yet appropriately planned (including deficiencies created by new state regulations)?*

No. The YCFCWCD is currently planning projects and costs involved in complying with the implementation of SB X7-7 and SB 88, new water measurement and accounting regulations. The YCFCWCD is continually trying to prepare for new regulations as related to dam ownership and liability given the 2017 Oroville Spillway Incident.

- d) *If the agency provides water, wastewater, flood protection, or fire protection services, is the agency not yet considering climate adaptation in its assessment of infrastructure/service needs?*

No. The YCFCWCD considers climate adaption in its assessment of infrastructure and service needs. The policies noted in item 3a) above addresses how agricultural water will be allocated during drought years. In addition, the District has been replacing its wood power poles to non-flammable materials to better withstand wildfire events. The YCFCWCD experienced two large fires at Indian Valley Reservoir, which burned power poles, the transmission line, and related power infrastructure. The YCFCWCD worked with the California Office of Emergency Services to receive state reimbursement for replacing the wooden power poles and line. The wooden power poles were replaced with steel poles to ensure the poles would not be affected in future fires around Indian Valley.

- e) *Are there any service needs or deficiencies for disadvantaged unincorporated communities related to sewers, municipal and industrial water, and structural fire protection within or contiguous to the agency's sphere of influence?*

No. Please see the response to 2a-b.

Capacity and Adequacy of Public Facilities and Services MSR Determination

Through riparian rights and pre-1914 and post-1914 water rights, YCFCWCD surface water supplies originate from Cache Creek, Clear Lake, and Indian Valley Reservoir. It has 450,000 acre-feet of storage available in Clear Lake and Indian Valley Reservoir when at full capacity. Delivery is based on demand each year upon request of farmers. During water shortages, landowners rely more heavily on groundwater supplies through private production wells than normal years. When the water supply is less than demand, YCFCWCD allocates water by dividing it among the assessed acreage and a percentage allocation is determined. Once the District determines the total water available and total demand, detailed metering and records are maintained and shared with users on a monthly basis. The water conveyance system includes more than 175 miles of irrigation and drainage facilities, most of which consist of earthen or unlined channels. Major facilities managed by YCFCWCD include three dams, two hydroelectric plants, two reservoirs, and a network of mostly earthen canals and laterals. As of November 2020, the YCFCWCD has a contract for selling power to Valley Clean Energy, a locally governed electricity provider in Yolo County.

The District has sufficient trained staff to meet service needs within its service area. The YCFCWCD is currently planning projects and related costs involved in complying with the implementation of new water measurement and accounting regulations. In addition, the YCFCWCD is continually trying to prepare for new regulations as related to dam ownership and liability given the 2017 Oroville Spillway Incident. The YCFCWCD experienced two large fires at Indian Valley Reservoir, which burned power poles, the transmission line, and related power infrastructure. The YCFCWCD worked with the California Office of Emergency Services to receive state reimbursement for replacing the wooden power poles and lines. with steel poles to ensure the poles would not be affected in future fires around Indian Valley Reservoir.

4. FINANCIAL ABILITY

Financial ability of agencies to provide services.

	YES	MAYBE	NO
a) Is the subject agency in an unstable financial position, i.e. does the 6-year trend analysis indicate any issues?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Does the subject agency fail to use generally accepted accounting principles, fully disclosing both positive and negative financial information to the public and financial institutions including: summaries of all fund balances and charges, summaries of revenues and expenditures, five-year financial forecast, general status of reserves, and any un-funded obligations (i.e. pension/retiree benefits)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) Does the agency need a reconciliation process in place and followed to compare various sets of data to one another; discrepancies identified, investigated and corrective action is taken. For small agencies, this would include comparing budgets to actuals, comparing expenses from one year to the next, etc.?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Does the agency board fail to receive periodic financial reports (quarterly or mid-year at a minimum); reports provide a clear and complete picture of the agency's assets and liabilities?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

YOLO LAFCO MUNICIPAL SERVICE REVIEW/SPHERE OF INFLUENCE STUDY

e)	Is there an issue with the organization's revenue sources being reliable? For example, is a large percentage of revenue coming from grants or one-time/short-term sources?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f)	Is the organization's rate/fee schedule insufficient to fund an adequate level of service, necessary infrastructure maintenance, replacement and/or any needed expansion and/or is the fee inconsistent with the schedules of similar service organizations?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
g)	Is the organization needing additional reserve to protect against unexpected events or upcoming significant costs?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
h)	Does the agency have any debt, and if so, is the organization's debt at an unmanageable level? Does the agency need a clear capital financing and debt management policy, if applicable?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
i)	Does the agency need documented accounting policies and procedures including investments (If not, LAFCo has a sample)? Does the agency segregate financial duties among staff and/or board to minimize risk of error or misconduct? Is there a system of authorizations, approval and verification for transactions?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

YOLO LAFCo MUNICIPAL SERVICE REVIEW/SPHERE OF INFLUENCE STUDY

**YOLO COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT
STATEMENTS OF REVENUE, EXPENSES AND CHANGES IN FUND BALANCE (modified)**

	2015	2016	2017	2018	2019	2020
Revenue						
Water sales	\$ 310,525	\$ 2,040,568	\$ 4,609,818	\$ 3,357,812	\$ 4,556,716	\$ 3,682,526
Canal maintenance charges	46,642	14,560	4,712	6,774	8,049	5,481
Hydroelectric power sales	-	69,803	60,430	194,552	137,230	555,003
Recreation fees	20	-	4,628	9,499	6,380	12,063
Total Operating Revenue	357,187	2,124,931	4,679,588	3,568,637	4,708,375	4,255,073
Investment earnings	9,182	11,625	24,089	55,709	135,190	105,217
Property taxes	982,296	1,025,026	1,112,574	1,339,241	1,344,937	1,381,392
Federal and state grants	1,403,608	758,620	1,023,222	1,318,522	2,341,620	1,176,294
Long-term debt proceeds	-	-	144,782	-	-	-
Gain on disposal of assets	648,431	639,603	85,468	5,408	48,307	14,595
Other nonoperating revenues	132,663	77,083	91,633	341,773	132,828	196,020
Total Nonoperating Revenue	3,176,180	2,511,957	2,481,768	3,060,653	4,002,882	2,873,518
Total revenue	3,533,367	4,636,888	7,161,356	6,629,290	8,711,257	7,128,591
Expenses						
Operating expenses						
Salary and benefits	1,743,777	2,074,818	2,283,761	2,267,681	2,316,594	2,697,235
Services and supplies	833,955	1,143,149	1,357,018	1,647,764	1,174,849	1,767,482
Debt service - principal/interest	261,310	261,344	320,692	290,437	290,474	290,560
Property taxes	167,073	174,531	183,536	194,471	210,597	222,975
Other	16,568	3,475	96,320	413	6,344	2,821
Total operating expenses	3,022,683	3,657,317	4,241,327	4,400,766	3,998,858	4,981,073
Capital asset acquisition	2,073,100	1,798,811	1,892,549	1,223,058	3,955,558	3,723,204
Total expenses	5,095,783	5,456,128	6,133,876	5,623,824	7,954,416	8,704,277
Net Change in Fund Balance	(1,562,416)	(819,240)	1,027,480	1,005,466	756,841	(1,575,686)
Fund Balance, beginning	5,800,923	4,238,507	3,419,267	4,446,747	5,452,213	6,209,054
Fund Balance, ending	\$4,238,507	\$ 3,419,267	\$ 4,446,747	\$ 5,452,213	\$ 6,209,054	\$ 4,633,368
Fund Balances						
Restricted for MERCSA	\$ -	\$ -	\$ -	\$ 170,777	\$ -	\$ -
Unassigned	4,238,507	4,238,507	4,238,507	4,238,507	4,238,507	4,238,507
Total Fund Balances	\$4,238,507	\$ 3,419,267	\$ 4,446,747	\$ 5,452,213	\$ 6,209,054	\$ 4,633,368
YTY Change in Total Fund Balance						
Amount Increase (Decrease)	(1,562,416)	(819,240)	1,027,480	1,005,466	756,841	(1,575,686)
Percentage Increase (Decrease)	-26.93%	-19.33%	30.05%	22.61%	13.88%	-25.38%

Discussion:

a) *Is the subject agency in an unstable financial position, i.e. does the 6-year trend analysis indicate any issues?*

No. The District's major sources of revenue are from water sales, property taxes and federal and state grants. In non-drought years these revenues make up over 95% of total revenue. Operating revenues from 2017 – 2020 were fairly stable and have increased to pre-drought levels. Property tax revenue increased from \$982,296 to \$1,381,392 from fiscal year (FY) 2015 to 2020. Included in the increase is approximately \$50,000 a year attributed to the integration of **Madison-Esparto Regional County Service Area's** (MERCSA's) drainage services outside of Esparto beginning in FY 2018.

The District experienced significant revenue losses during the drought years of 2014 through 2016. It is estimated that operating revenues lost during the drought were over \$7.6 million. The District revised its fee schedule accordingly (see item 4f) to mitigate future revenue loss from as a result of droughts. Year-end unassigned fund balance has ranged between \$3.4 million and \$6.2 million, or between 53% and 97% of expenses.

Operating expenditures decreased due to drought in FY 2015 and FY 2016 and increased to pre-drought levels by FY 2017. From 2017 through 2019, operating expenditures remained flat before increasing \$982,215, or by 25%, in FY 2020. The increase was mostly attributable to increased transmission and distribution expenses of \$362,207 related to flooding from 2019 storms, \$176,502 for the new Flood Safe Yolo program, \$113,026 related to MERCESA expenses, \$99,431 for Madison Flooding Mitigation and \$430,713 for the Groundwater Sustainability Plan.

As long as the District is able to mitigate revenue loss due to extended periods of drought and finance the repair of infrastructure due to damage caused floods and wildfires the District should remain sound.

- b) *Does the subject agency fail to use generally accepted accounting principles, fully disclosing both positive and negative financial information to the public and financial institutions including: summaries of all fund balances and charges, summaries of revenues and expenditures, five-year financial forecast, general status of reserves, and any un-funded obligations (i.e. pension/retiree benefits)?*

Maybe. The District maintains its financial system on an accrual basis of accounting and is audited annually and has received unqualified opinions each year. However, there is some crossover resulting from closely working with Yolo Subbasin Groundwater Agency (YSGA). The YSGA contracts with the District for program activities. The review of YSGA found that the District recorded YSGA revenue and expenditures on the District books. LAFCo recommends YSGA revenue and expenditures not be recorded on the District books to maintain separate financial information.

In addition, the District receives Federal and State revenue that is solely used for capital projects. In the general ledger and financial statements these revenues have been inconsistently recorded and reported as either non-operating grants or contributed capital, when all of it should be reported as contributed capital.

- c) *Does the agency need a reconciliation process in place and followed to compare various sets of data to one another; discrepancies identified, investigated and corrective action is taken. For small agencies, this would include comparing budgets to actuals, comparing expenses from one year to the next, etc.?*

No. The District has adequate controls in place to prevent error and safeguard the District's assets. The District also produces robust monthly reports that are reviewed by the General Manager, Assistant General Manager and the Board of Directors. The reports include a budget-to-actual income statement with supporting budget-to-actual variance analysis notes, a schedule of cash and investment balances, capital projects status report, accounts receivable analysis schedule and various comparative schedules. Additionally, the District has annual audits conducted by external auditors.

- d) *Does the agency board fail to receive periodic financial reports (quarterly or mid-year at a minimum); reports provide a clear and complete picture of the agency's assets and liabilities?*

No. The Board of Directors receive monthly financial reports via email when each month is closed and at the monthly board meetings. The financial report includes a budget-to-actual income statement with supporting budget-to-actual variance analysis notes, a schedule of cash and investment balances, capital projects status report, accounts receivable analysis schedule and various comparative schedules. The Board also reviews all invoices over \$2,500.

- e) *Is there an issue with the organization's revenue sources being reliable? For example, is a large percentage of revenue coming from grants or one-time/short-term sources?*

Maybe. District's major sources of revenue, over the past six years are water sales, grants and property taxes and have averaged as a percentage of total revenue, 49%, 21% and 19%, respectively. Water sales depend on the availability of water and as such is dependent on the weather. During the past drought it is estimated the District loss about \$7.6 million dollars of operating revenue. ~~Without a comprehensive capital project plan the District has been dependent on Federal and State grants for major capital projects.~~ **The District has taken advantage of State grant opportunities to finance some of its smaller scale capital projects. Federal funds have also been available to reimburse emergency project costs.** The most consistent and reliable source of revenue is property taxes which account for about 19% of total revenue.

- f) *Is the organization's rate/fee schedule insufficient to fund an adequate level of service, necessary infrastructure maintenance, replacement and/or any needed expansion and/or is the fee inconsistent with the schedules of similar service organizations?*

Maybe. The District has established a sliding scale rate schedule based on the actual total stored water supply. Agricultural rates are based on the combined water storage in Clear Lake and Indian Valley Reservoir on April 1. Higher water storage (i.e. more water to sell) means lower rates. The minimum rate per acre feet of agriculture water is \$24 and increases up to \$44 as the water supply decreases. Even with the current rate schedule if there is not enough water supply to make any deliveries the District can still lose 50% of its annual revenue. The District is also dependent on Federal and State revenues for major capital improvements. LAFCo recommends the District's revenues could be more sustainable if the rate structure included a base fee or stand by fee for landowners to pay for basic infrastructure maintenance costs even during years where water is not purchased.

- g) *Is the organization needing additional reserve to protect against unexpected events or upcoming significant costs?*

Maybe. As part of the budget process the District considers upcoming large capital projects that would need to draw on reserves. Specific appropriations or additions to reserves for unexpected emergencies or set asides to finance future capital improvements are not routinely included in the budget process. The GM's practice through budget management, is to accumulate and maintain a reserve equal to two years of operating revenue which is about \$7 million. Total fund balance as of April 30, 2020 was \$4.6 million.

- h) *Does the agency have any debt, and if so, is the organization's debt at an unmanageable level? Does the agency need a clear capital financing and debt management policy, if applicable?*

No. The district has one loan and one capital lease that requires an annual payment of \$292,327 in FY 2021. **The capital lease will be paid off by December 30, 2020. Thereafter, the District will have one loan that requires an annual payment of \$261,221 through FY 2030.** The district does not have any debt related to retirement or retiree health insurance (OPEB).

The District has a loan with the State Water Resources Control Board (SWRCB) and lease purchase agreements. The loan with SWRCB was issued on March 9, 2011 in the amount of \$4,220,712, carries an interest rate of 2.7% and is due in annual installments of \$261,221. The loan was used to finance improvements to a transmission and distribution plant. At April 30, 2020 the principal balance was \$2,457,643 and will be paid off on December 15, 2030.

The District also has entered into a lease purchase agreement to finance the purchase of a tractor. The initial amount financed was \$144,782 at an interest rate of 3.27% and is due in annual installments of \$31,306 through December 30, 2020. The principal balance as of April 30, 2020 was \$30,120.

The debt service payments are included in the District's annual budget and appear manageable, however, it currently does not have **written** policies addressing debt or capital financing. **The District has been fiscally conservative in taking on debt or receiving capital financing.**

- i) *Does the agency need documented accounting policies and procedures including investments (If not, LAFCo has a sample)? Does the agency segregate financial duties among staff and/or board to minimize risk of error or misconduct? Is there a system of authorizations, approval and verification for transactions?*

Yes. Although the District has a small administrative staff, it appears to have adequate controls in place for proper review of receipts, disbursements and other system functions. The District is currently documenting the controls and procedures in case of any unexpected staff turnover.

Financial Ability MSR Determination

Over the past six years (including drought years), the District has been able to maintain a solid yearend fund balance averaging \$4.7 million, despite the drought impacted years (2014 to 2016) when the District experienced significant loss of revenue, estimated to be over \$7.6 million. To mitigate some of the revenue shortfall the District cut expenditures. The District also established a sliding scale rate structure based on the combined water storage in Clear Lake and Indian Valley Reservoir on April 1 each year. Higher water storage (i.e. more water to sell) means lower rates, helping to stabilize revenues.

The District maintains its financial system and is audited annually and has received unqualified opinions each year. However, there is some crossover resulting from closely working with Yolo Subbasin Groundwater Agency (YSGA) that should be cleaned up going forward. Management has also been able to control the growth of expenditures and mitigate the possible loss of water sales during drought by establishing a slide scale fee schedule based on the anticipated water supply.

Finances are well-managed and as long as the District is able to finance losses of revenue and destruction of infrastructure due to extended periods of drought, floods and wildfires the district should remain sound. The District maintains a healthy fund balance, although it would be better to adopt a capital improvement plan and have funds set aside for specified uses rather than a general reserve.

Financial Ability MSR Recommendations

- Financial transactions that relate directly to the YSGA should not be recorded in the YCFWCWCD ledgers.
- Develop a policy or procedure to identify and record Federal and State revenue consistently as either non-operating grants or contributed capital based on the purpose of the grant.
- Consider assessing a ~~facility stand by fee or a base~~ **service** fee that would protect the District's financial condition from periods of extended drought.
- Develop a **formal** capital improvement plan that includes a financing plan **(i.e. long-range planning, not just on an annual basis)**.
- Create a reserve policy that includes specific set asides, which are formally recorded in the accounting system, for financing a capital improvements plan, general reserve, and a catastrophic loss reserve to mitigate against loss of revenue and to finance unexpected large infrastructure losses due to disasters.
- Complete the ongoing process to document the accounting controls, procedures and policies in case of any unexpected staff turnover.

5. SHARED SERVICES AND FACILITIES

Status of, and opportunities for, shared facilities.

	YES	MAYBE	NO
a) Are there any opportunities for the organization to share services or facilities with neighboring, overlapping or other organizations that are not currently being utilized?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Discussion:

- a) *Are there any opportunities for the organization to share services or facilities with neighboring, overlapping or other organizations that are not currently being utilized?*

No. YCFCWCD is a model district in how it has embraced shared services in various forms. It continues to fill gaps in a number of areas of water resource management, environmental stewardship, and flood management. The YCFCWCD plays a role regionally with the Water Resources Association in implementing the Integrated Regional Water Management Plan, including: Groundwater Monitoring Program; Surface Water Monitoring Program; Groundwater Model Enhancement Program; Water Resources Infrastructure Database Enhancement Program; and Aquatic Habitat and Fish Opportunities Assessment. Where YCFCWCD is not the lead agency, the District is actively involved as a member agency and participant, as has been discussed with respect to the Subsidence Monitoring Program.

YCFCWCD also recognized the regional need to address flood control management issues both inside and outside of the District. YCFCWCD has taken a leadership role in a jointly funded effort with the County of Yolo and City of Woodland to develop new regional flood control management policies and implement early projects, including the Lower Cache Creek Settling Basin. The floodSAFE Yolo Pilot Program is integrated into the Integrated Regional Water Management Plan and the floodSAFE California program.

In 2017, YCFCWCD took over some flood control services from the Madison-Esparto County Service Area (CSA) which were redundant and allowed LAFCo to dissolve the CSA. YCFCWCD is also a member of, and provides contract staffing to, the Water Resources Association and the Yolo Subbasin Groundwater Agency JPA.

Shared Services MSR Determination

YCFCWCD is a model district in how it has embraced shared services in various forms. It continues to fill gaps in a number of areas of water resource management, environmental stewardship, and flood management. The YCFCWCD plays a role regionally with the Water Resources Association **of Yolo County** in implementing the Integrated Regional Water Management Plan **and the Yolo Subbasin Groundwater Agency in developing the Yolo Subbasin Groundwater Sustainability Plan**. In 2017, YCFCWCD took over some flood control services from the Madison-Esparto Regional County Service Area (MERCASA) which were redundant and allowed LAFCo to dissolve it. YCFCWCD is also a member of, and provides contract staffing to, the Water Resources Association and the Yolo Subbasin Groundwater Agency JPA.

6. ACCOUNTABILITY, STRUCTURE AND EFFICIENCIES

Accountability for community service needs, including governmental structure and operational efficiencies.

	YES	MAYBE	NO
a) Are there any recommended changes to the organization's governmental structure that will increase accountability and efficiency (i.e. overlapping boundaries that confuse the public, service inefficiencies, and/or higher costs/rates)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Are there any issues with filling board vacancies and maintaining board members? Is there a lack of board member training regarding the organization's program requirements and financial management?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Are any agency officials and designated staff <u>not</u> current in making their Statement of Economic Interests (Form 700) disclosures?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Are there any issues with staff turnover or operational efficiencies? Is there a lack of staff member training regarding the organization's program requirements and financial management?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) Does the agency need to have a qualified external person review agency finances each year (at a minimum), comparing budgets to actuals, comparing actuals to prior years, analyzing significant differences or changes, and determining if the reports appear reasonable?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f) Does the agency need to secure independent audits of financial reports that meet California State Controller requirements? Are the same auditors used for more than six years? Are audit results not reviewed in an open meeting?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g) Does the organization need to improve its public transparency via a website (i.e. a website should contain at a minimum: organization mission/description/boundary, board members, staff, meeting schedule/agendas/minutes, budget, revenue sources including fees for services, if applicable, and audit reports)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
h) Does the agency need policies (as applicable) regarding anti-nepotism/non-discrimination, travel and expense reimbursement, personal use of public resources, contract bidding and handling public records act requests?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
i) Does the agency need to improve its system of keeping records safe from damage (i.e. fire or water damage)? Are back up systems needed?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Discussion:

- a) *Are there any recommended changes to the organization's governmental structure that will increase accountability and efficiency (i.e. overlapping boundaries that confuse the public, service inefficiencies, and/or higher costs/rates)?*

No. The YCFCWCD was created by special legislation and is one of the most functional and resourced special districts in the county. The District has taken over services over the years from other redundant agencies to resolve service inefficiencies. No changes are recommended.

- b) *Are there any issues with filling board vacancies and maintaining board members? Is there a lack of board member training regarding the organization's program requirements and financial management?*

No. YCFCWCD's special legislation forming the District establishes that Board vacancies are filled by the Yolo County Board of Supervisors, one member for each BOS district. The District's Board is filled with very capable members that show stability and longevity with the District. Board members are trained regarding the organization's program requirements and financial management.

- c) *Are any agency officials and designated staff not current in making their Statement of Economic Interests (Form 700) disclosures?*

No. Disclosures are current and posted on the District website.

- d) *Are there any issues with staff turnover or operational efficiencies? Is there a lack of staff member training regarding the organization's program requirements and financial management?*

No. The District currently has 27 employees and plans to hire a two more in the coming weeks. Staff are capable and trained. There do not appear to be any chronic issues with staff turnover. The board is working on succession planning. Resources can be found at: <http://www.ca-ilg.org/management-and-staff>.

- e) *Does the agency need to have a qualified external person review agency finances each year (at a minimum), comparing budgets to actuals, comparing actuals to prior years, analyzing significant differences or changes, and determining if the reports appear reasonable?*

No. The District routine undergoes annual audits conducted by independent external auditors.

- f) *Does the agency need to secure independent audits of financial reports that meet California State Controller requirements? Are the same auditors used for more than six years? Are audit results not reviewed in an open meeting?*

No. The District routinely undergoes annual audits conducted by qualified independent external auditors. Completed audits are present to the District board at open meetings. Audits over the past seven years have been performed by two audit firms, however, the District should memorialize this practice by adopting a policy that the same auditors are not used for more than six years in a row.

- g) *Does the organization need to improve its public transparency via a website (i.e. a website should contain at a minimum: organization mission/description/boundary, board members, staff, meeting schedule/agendas/minutes, budget, revenue sources including fees for services, if applicable, and audit reports)?*

Maybe. The YCFCWCD improved its transparency score from 67% in 2018 to 82% in 2019, however, there is still some room for improvement. Detailed information can be found at: <https://www.yololafco.org/yolo-local-government-website-transparency-scorecards>

- h) *Does the agency need policies (as applicable) regarding anti-nepotism/non-discrimination, travel and expense reimbursement, personal use of public resources, contract bidding and handling public records act requests?*

No. The district has adopted these policies and/or complies with the appropriate code.

- i) *Does the agency need to improve its system of keeping records safe from damage (i.e. fire or water damage)? Are back up systems needed?*

Maybe. The District maintains most of its records on a local server and backs up to cloud storage. Some records are maintained at the district office and the district is in the process to safeguard them from fire and water damage.

Accountability, Structure and Efficiencies MSR Determination

The YCFCWCD was created by special legislation and is one of the most functional and resourced special districts in the county. The District has taken over services over the years from other redundant agencies to resolve service inefficiencies. The District’s Board is filled with very capable members that show stability and longevity with the District. Board members are trained regarding the organization’s program requirements and financial management. The District currently has 27 employees and plans to hire a two more in the coming weeks. Staff are capable and there do not appear to be any chronic issues with staff turnover. The board is working on succession planning. The District routine undergoes annual audits conducted by independent external auditors. The YCFCWCD improved its transparency score from 67% in 2018 to 82% in 2019, however, there is still some room for improvement. The district has adopted policies (as applicable) regarding anti-nepotism/non-discrimination, travel and expense reimbursement, personal use of public resources, contract bidding.

Accountability, Structure and Efficiencies Recommendations

- YCFCWCD should consider adopting a policy that it rotates auditors at least every 6 years.
- The YCFCWCD improved its transparency score from 67% in 2018 to 82% in 2019, however, there is still some room for improvement.
- Take appropriate measures to safeguard any essential paper records in the office from fire or water damage.

7. OTHER ISSUES

Any other matter related to effective or efficient service delivery, as required by commission policy.

	YES	MAYBE	NO
a) Is there any other matter related to effective or efficient service delivery, as required by commission policy?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Discussion:

- a) *Is there any other matter related to effective or efficient service delivery, as required by commission policy?*

No. The previous MSR/SOI prepared for the YCFCWCD predated the checklist format and specific recommendations for District implementation were not listed.

Other Issues MSR Determination

There are no other issues related to effective or efficient service delivery, as required by Commission policy.

SPHERE OF INFLUENCE STUDY

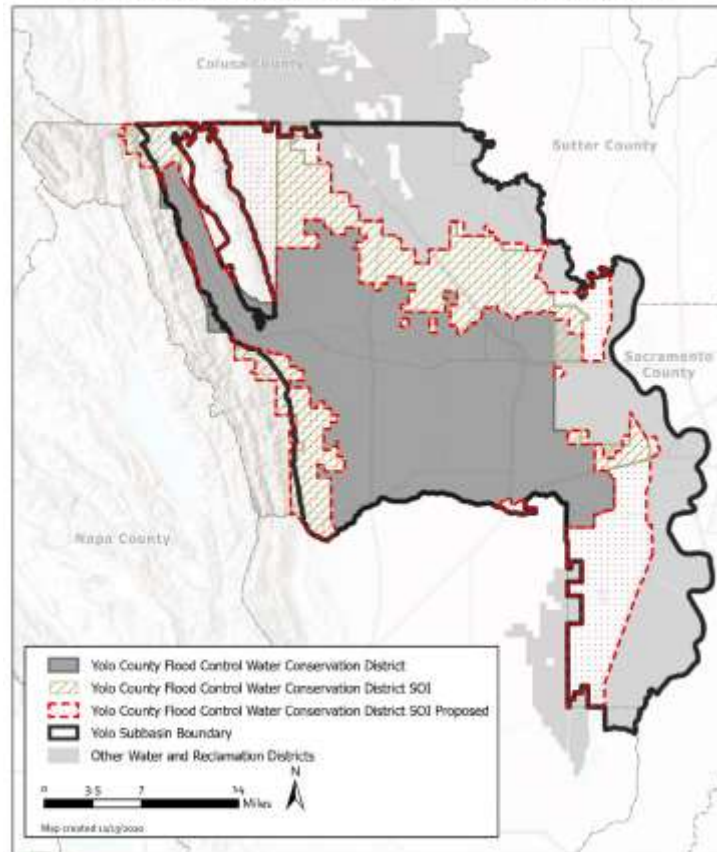
On the basis of the Municipal Service Review:

- Staff has reviewed the agency’s Sphere of Influence and recommends that a SOI Update is NOT NECESSARY in accordance with Government Code Section 56425(g). Therefore, NO CHANGE to the agency’s SOI is recommended and SOI determinations HAVE NOT been made.
- Staff has reviewed the agency’s Sphere of Influence and recommends that a SOI Update IS NECESSARY in accordance with Government Code Section 56425(g). Therefore, A CHANGE to the agency’s SOI is recommended and SOI determinations HAVE been made and are included in this MSR/SOI study.

SPHERE OF INFLUENCE MAP

The draft map below is a placeholder. The proposed SOI would include areas inside the Department of Water Resources Yolo Subbasin boundary (shown in purple outline) that are not already covered by another water or reclamation district boundary (shown in solid colors) or its SOI (shown in hash mark stripes). These areas not covered are also known as the “white areas”. District coverage supports groundwater monitoring and recharge efforts of the local Groundwater Sustainability Agency, the Yolo Subbasin Groundwater Agency.

Yolo County Flood Control and Water Conservation District and Proposed Sphere of Influence



POTENTIALLY SIGNIFICANT SOI DETERMINATIONS

The SOI determinations below are potentially significant, as indicated by “yes” or “maybe” answers to the key policy questions in the checklist and corresponding discussion on the following pages.

- Present and Planned Land Uses
- Need for Public Facilities and Services
- Capacity and Adequacy of Provide Services
- Social or Economic Communities of Interest
- Disadvantaged Unincorporated Communities

1. PRESENT AND PLANNED LAND USES

The present and planned land uses in the area, including agricultural and open-space lands.

	YES	MAYBE	NO
a) Is there a lack of any present or planned land uses in the area that would create the need for an expanded service area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Would the SOI conflict with planned, orderly and efficient patterns of urban development?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Is there a conflict with the adopted SACOG Metropolitan Transportation Plan/Sustainable Communities Strategy?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Would the SOI result in the loss of prime agricultural land or open space?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) Would the SOI impact the identity of any existing communities; e.g. would it conflict with existing postal zones, school, library, sewer, water census, fire, parks and recreation boundaries?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f) Are there any natural or made-made obstructions that would impact where services can reasonably be extended or should otherwise be used as a logical SOI boundary?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g) Would the proposed SOI conflict with a Census boundary, such that it would compromise the ability to obtain discrete data?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Discussion:

a-g) *Is there a lack of any present or planned land uses in the area that would create the need for an expanded service area? Would the SOI conflict with planned, orderly and efficient patterns of urban development? Is there a conflict with the adopted SACOG Metropolitan Transportation Plan/Sustainable Communities Strategy? Would the SOI result in the loss of prime agricultural land or open space? Would the SOI impact the identity of any existing communities; e.g. would it conflict with*

existing postal zones, school, library, sewer, water census, fire, parks and recreation boundaries? Are there any natural or made-made obstructions that would impact where services can reasonably be extended or should otherwise be used as a logical SOI boundary? Would the proposed SOI conflict with a Census boundary, such that it would compromise the ability to obtain discrete data?

No. This SOI would provide for potential annexation if well sites are needed for groundwater monitoring by the Yolo Subbasin Groundwater Agency, which the YCFCWCD is a member of. Additional agricultural lands could also be irrigated by District surface water resources, if resources are available. The YCFCWCD provides non-potable irrigation water to agricultural land. The agricultural land already exists and is not a result of new development. The SOI includes rural agricultural areas outside of urban areas/communities and would not conflict with any man-made obstructions or other types of boundaries.

Present and Planned Land Uses SOI Determination

This SOI would provide for potential annexation if well sites are needed for groundwater monitoring and recharge projects by the Yolo Subbasin Groundwater Agency, which the YCFCWCD is a member of. Additional agricultural lands could also be irrigated by District surface water resources, if resources are available. The YCFCWCD provides non-potable irrigation water to agricultural land. The agricultural land already exists and is not a result of new development. The proposed SOI includes rural agricultural areas outside of urban areas/communities and would not conflict with any man-made obstructions or other types of boundaries. The SOI is proposed for expansion because the Yolo Subbasin Groundwater Agency JPA will complete its groundwater monitoring plan in 2022 and JPA member agency coverage of the entire Yolo Subbasin is desirable for creating a system of groundwater monitoring sites.

2. NEED FOR PUBLIC FACILITIES AND SERVICES

The present and probable need for public facilities and services in the area.

	YES	MAYBE	NO
a) Would the SOI conflict with the Commission’s goal to increase efficiency and conservation of resources by providing essential services within a framework of controlled growth?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Would the SOI expand services that could be better provided by a city or another agency?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Does the SOI represent premature inducement of growth or facilitate conversion of agriculture or open space lands?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Does the SOI conflict with the Regional Housing Needs Analysis (RHNA) or other SACOG growth projections?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) Are there any areas that should be removed from the SOI because existing circumstances make development unlikely, there is not sufficient demand to support it or important open space/prime agricultural land should be removed from urbanization?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f) Have any agency commitments been predicated on expanding the agency’s SOI such as roadway projects, shopping centers, educational facilities, economic development or acquisition of parks and open space?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Discussion:

a-d) *Would the SOI conflict with the Commission’s goal to increase efficiency and conservation of resources by providing essential services within a framework of controlled growth? Would the SOI expand services that could be better provided by a city or another agency? Does the SOI represent premature inducement of growth or facilitate conversion of agriculture or open space lands? Does the SOI conflict with the Regional Housing Needs Analysis (RHNA) or other SACOG growth projections?*

No. This SOI would provide for potential annexation if well sites are needed for groundwater monitoring by the Yolo Subbasin Groundwater Agency, which the YCFCWCD is a member of. Additional agricultural lands could also be irrigated by District surface water resources, if resources are available. The SOI area would include rural areas, is not growth-inducing, and, therefore, questions regarding controlled growth are not applicable. The services cannot be better provided by another agency.

e) *Are there any areas that should be removed from the SOI because existing circumstances make development unlikely, there is not sufficient demand to support it or important open space/prime agricultural land should be removed from urbanization?*

No. An increased SOI would support agricultural lands and provide for more sustainable water resources.

f) *Have any agency commitments been predicated on expanding the agency’s SOI such as roadway projects, shopping centers, educational facilities, economic development or acquisition of parks and open space?*

No. This question is not applicable to the District services.

Need for Public Facilities and Services SOI Determination

This SOI would provide for potential annexation if well sites are needed for groundwater monitoring by the Yolo Subbasin Groundwater Agency, which the YCFCWCD is a member of. Additional agricultural lands could also be irrigated by District surface water resources, if resources are available. The SOI area would include rural areas, is not growth-inducing, and, therefore, questions regarding controlled growth are not applicable. The services cannot be better provided by another agency. An increased SOI would support agricultural lands and provide for more sustainable water resources.

3. CAPACITY AND ADEQUACY OF PROVIDED SERVICES

The present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide.

	YES	MAYBE	NO
a) Are there any issues regarding the agency’s capacity to provide services in the proposed SOI territory?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Are there any issues regarding the agency’s willingness and ability to extend services?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Discussion:

a-b) *Are there any issues regarding the agency’s capacity to provide services in the proposed SOI territory? Are there any issues regarding the agency’s willingness and ability to extend services?*

This SOI would provide for potential annexation if well sites are needed for groundwater monitoring and recharge projects by the Yolo Subbasin Groundwater Agency, which the YCFCWCD is a member of.

Additional agricultural lands could also be irrigated by District surface water resources, if resources are available.

Capacity and Adequacy of Provided Services SOI Determination

This SOI would provide for potential annexation if well sites are needed for groundwater monitoring and recharge projects by the Yolo Subbasin Groundwater Agency, which the YCFCWCD is a member of. Additional agricultural lands could also be irrigated by District surface water resources, if resources are available. An increased SOI would support agricultural lands and provide for more sustainable water resources.

4. SOCIAL OR ECONOMIC COMMUNITIES OF INTEREST

The existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency.

	YES	MAYBE	NO
a) Are there any "inhabited unincorporated communities" (per adopted Commission policy) within or adjacent to the subject agency's sphere of influence that are considered "disadvantaged" (same as MSR checklist question 2b)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Discussion:

a) *Are there any "inhabited unincorporated communities" (per adopted Commission policy) within or adjacent to the subject agency's sphere of influence that are considered "disadvantaged" (same as MSR checklist question 2b)?*

Please see response to MSR checklist question 2b.

Social or Economic Communities of Interest SOI Determination

The YCFCWCD provides non-potable water only that could not serve populated communities. Therefore, existence of any social or economic communities of interest are not relevant to this agency's municipal service.

5. DISADVANTAGED UNINCORPORATED COMMUNITIES

For an update of an SOI of a city or special district that provides public facilities or services related to sewers, municipal and industrial water, or structural fire protection, the present and probable need for those public facilities and services of any disadvantaged unincorporated communities within the existing sphere of influence.

	YES	MAYBE	NO
a) Does the subject agency provide public services related to sewers, municipal and industrial water or structural fire protection (same as MSR checklist question 2a)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) If yes, does the proposed SOI exclude any disadvantaged unincorporated community (per MSR checklist question 2b) where it either may be feasible to extend services or it is required under SB 244 to be included?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Discussion:

- a) *Does the subject agency provide public services related to sewers, municipal and industrial water or structural fire protection (same as MSR checklist question 2a)?*

No. Please see agency description of services provided.

- b) *If yes, does the proposed SOI exclude any disadvantaged unincorporated community (per MSR checklist question 2b) where it either may be feasible to extend services or it is required under SB 244 to be included?*

No. Please see the response to MSR Checklist question 2c.

Disadvantaged Unincorporated Communities SOI Determination

The YCFCWCD provides non-potable water only that could not serve populated communities. Therefore, existence of any social or economic communities of interest are not relevant to this agency's municipal service.

Regular 10.

LAFCO

Meeting Date: 12/03/2020

Information

SUBJECT

Consider and adopt the Yolo LAFCo 2021 Meeting Calendar

RECOMMENDED ACTION

Consider and adopt the Yolo LAFCo 2021 Meeting Calendar.

FISCAL IMPACT

None.

REASONS FOR RECOMMENDED ACTION

The intent of an annual calendar is to provide the Commission with an overview of the year and consideration of events that affect meeting dates, and to set the regular meeting dates for the year.

BACKGROUND

Staff has considered meeting dates as set by Yolo LAFCo Administrative Policies and Procedures; impact of holidays; CALAFCO events; county and city association annual events; and, traditional break periods for meetings. Given these considerations the attached calendar proposes an overview of anticipated LAFCo meetings for the 2021 calendar year. This calendar does not preclude the calling of special meetings as needed or cancellation of meetings, if appropriate.

Please note that some of the events highlighted in yellow are yet to be determined due to the pandemic and the Governor's Executive Order N-29-20, such as the Cap to Cap and the CSAC Legislative Conference. Additionally, all other events listed on the calendar that have been scheduled may still be subject to cancellation and/or held virtually, including the CALAFCO Staff Workshop and CALAFCO Conference.

Two of the LAFCo meetings to be held in September and December do coincide

with a couple of events listed. Staff has left these two meetings in place, subject to any changes the Commission wishes to make. Currently, if the September meeting is moved to the 16th it will conflict with any Commissioner who attends SACOG Board Meetings. If the December meeting is moved to the 9th it will conflict with a Planning Commission meeting being held in the Board Chambers.

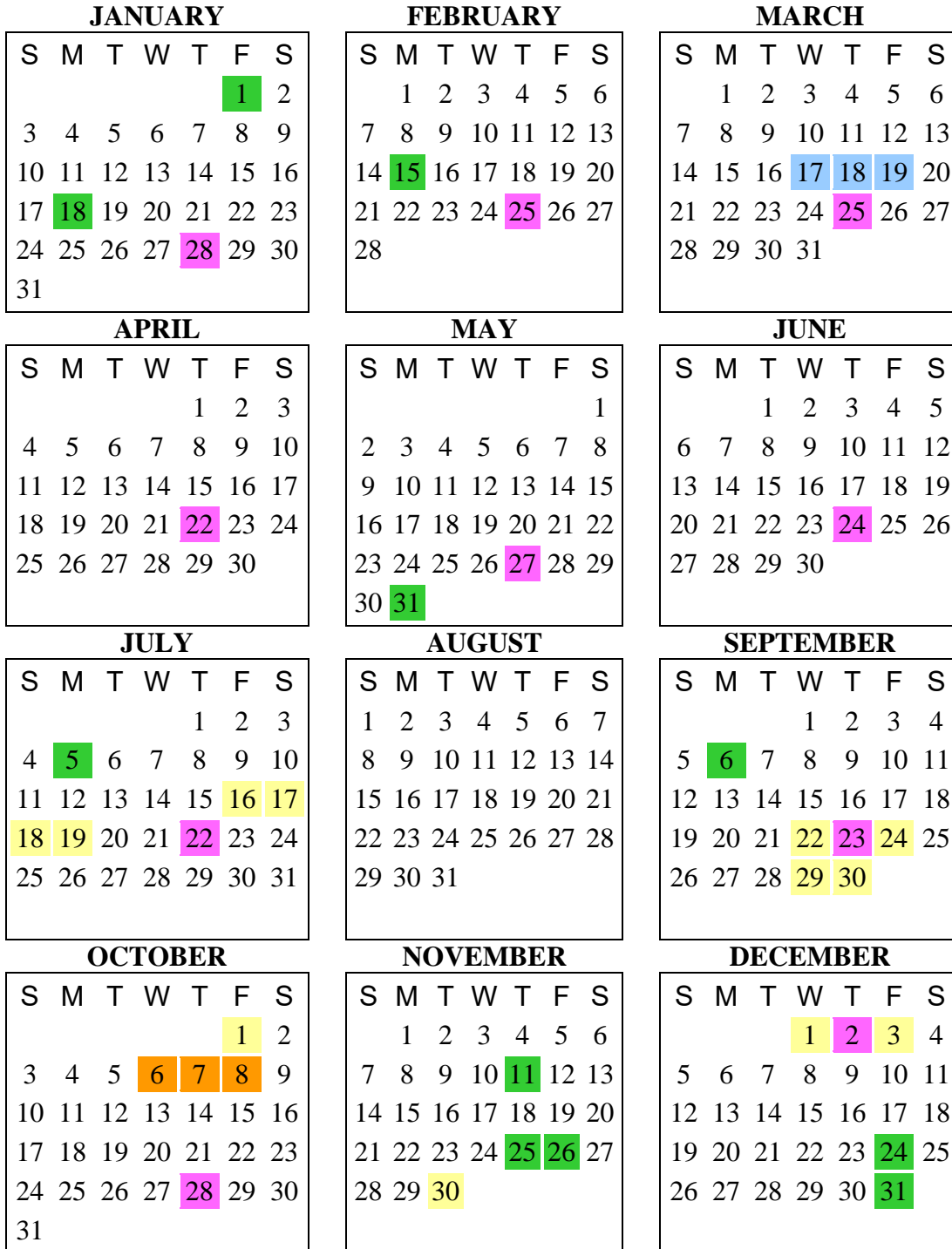
Attachments

[LAFCo 2021 Meeting Calendar](#)

Form Review

Inbox	Reviewed By	Date
Christine Crawford	Christine Crawford	11/13/2020 04:02 PM
Form Started By: Terri Tuck		Started On: 11/10/2020 02:37 PM
Final Approval Date: 11/16/2020		

Yolo LAFCo 2021 Meeting Calendar



MEETING CALENDAR EVENTS	Cap to Cap (TBD)
Yolo LAFCo Meetings	CSAC Legislative Conference (TBD)
County Holidays	NACo Annual Conference (Jul 16-19)
CALAFCO Staff Workshop (Mar 17-19)	League of Cities Conference (Sep 22-Sep 24)
CALAFCO Conf.-Newport Beach (Oct 6-8)	RCRC Annual Meeting (Sep 29-Sep 30)
	CSAC Annual Meeting (Nov 30-Dec 3)

Regular 11.

LAFCO

Meeting Date: 12/03/2020

Information

SUBJECT

Consider and adopt an update to the Yolo LAFCo Shared Services Strategic Plan to list current shared service areas and remove items no longer applicable

RECOMMENDED ACTION

Consider and adopt an update to the Yolo LAFCo Shared Services Strategic Plan to list current shared service areas and remove items no longer applicable.

FISCAL IMPACT

None. Existing shared services programs are already included in LAFCo's annual budget and the proposed updates do not add any new tasks or costs.

REASONS FOR RECOMMENDED ACTION

The Shared Services Strategic Plan was originally adopted in December 2012 and last updated in May 2017. The Strategic Plan currently states it should be updated every two years in order to reflect current priorities. However, LAFCo has settled into its shared services niche and priorities have not changed since the last update. Therefore, staff recommends the Strategic Plan be edited to state it should be updated "as needed" and not necessarily every two years at a minimum. The Plan should also include the Yolo Local Government Transparency and Accountability Program formally adopted by each city council and the Board of Supervisors in October and November 2017 specifically requesting LAFCo undertake these activities.

BACKGROUND

The last in-person Shared Services Workshop was held in February 2017 and included elected official and agency manager representation from each city and Yolo County. The agreed upon outcomes from the workshop were to focus LAFCo's skills on providing informational documents assisting member agency oversight of the more substantive JPAs and tracking governance website

transparency for all local government agencies. Because LAFCo does not have explicit statutory oversight of JPAs, a program was developed in consultation with the city/county managers and formally adopted by each city council and the Board of Supervisors in October and November 2017 specifically requesting LAFCo undertake these shared services activities (see attached). Since then, LAFCo has prepared the Local Agency Website Transparency Scorecard annually and conducted MSR-like service reviews for our more substantial joint powers authorities/agencies (JPAs) every five years.

Therefore, LAFCo has effectively found its shared services niche and its priorities have not changed since 2017. However, the Strategic Plan stipulates that each December the Commission direct staff whether it wishes to hold a shared services workshop or not. For the last three years, the Commission has provided direction that a workshop is not needed and priorities should remain consistent. The Strategic Plan also indicates it should be revisited and updated at least every two years, because originally shared services activities were more frequently developing and evolving. Staff recommends the Strategic Plan be edited to state it should be updated "as needed" and not necessarily every two years at a minimum to more appropriately reflect the current, more stable nature of LAFCo's shared services program.

The recommended updates also attach the program adopted by each city/county board specifically requesting LAFCo conduct the Local Agency Website Transparency Scorecard and JPA Service Reviews. Other minor edits suggested serve to update the Strategic Plan to reflect current conditions.

Attachments

[Shared Services Strategic Plan Update 12.03.2020](#)

Form Review

Inbox

Christine Crawford (Originator)
Form Started By: Christine Crawford
Final Approval Date: 11/18/2020

Reviewed By

Christine Crawford

Date

11/18/2020 08:56 AM
Started On: 11/17/2020 11:47 AM



Yolo Local Agency Formation Commission
Shared Services Strategic Plan
Updated May 2017

This Shared Services Strategic Plan was originally adopted by the Yolo LAFCo Commission on December 3, 2012 and is. ~~The Commission directed that this Plan be~~ periodically reviewed and updated, as needed ~~or at least every two years.~~

Shared Services Vision

Yolo LAFCo is a valued, county-wide regional agency, aggressively promoting efficient high-quality government services through collaboration and sharing of resources as illustrated in the attached radial diagram.

Shared Services Values

1. Yolo LAFCo has been requested to lead Shared Services by Yolo County and the four cities and will continue to develop shared service improvements with this collective support.
2. A “culture of collaboration” is key to fostering the trust required for shared services to be successful. It is worthwhile for LAFCo to invest its resources in fostering collaboration among our partner agencies.
3. Shared Services is a voluntary effort. LAFCo recognizes that each agency will determine what level of commitment and implementation is appropriate for them.
4. Staff will consult and collaborate with the executive managers of other agencies on shared service issues while ultimate authority and direction regarding LAFCo activities will come from the Commission.
5. LAFCo will assist other agencies in “teeing-up” shared service opportunities; however detailed implementation must be handed off to individual agencies. LAFCo can best assist agencies by keeping its eye on the big picture by analyzing new opportunities without getting over-involved in detailed implementation.
6. LAFCo participation in the review of oversight issues of joint powers agencies is needed in order to maintain quality performance and public trust.
7. LAFCo will utilize its existing tools and processes to evaluate new opportunities for shared services and improved government efficiencies such as the municipal service review (MSR).
8. LAFCo will proactively exercise its statutory mission and authority to initiate agency consolidations and/or dissolutions where appropriate and understands that such change will bring adaptive challenges that must be delicately handled.
9. Effective government service delivery will involve partnerships with agencies at numerous levels: the Sacramento Area Council of Governments (SACOG), school districts, UC Davis, the Yocha Dehe Wintun Nation, special districts, non-profits and potentially agencies in other counties.

Shared Services Goals and Action Items

Goal 1 - LAFCo promotes the most effective forms of government for the common good.

Action 1.1 LAFCo is proactive with its Municipal Service Review process to review an agency's financial ability to provide services and opportunities for shared services and facilities, including possible consolidation of government agencies.

Action 1.2 LAFCo will use the Municipal Service Review process to identify government inefficiencies and initiate agency consolidations and/or dissolutions where necessary to "right size" public agencies.

Action 1.3 Following completion of the MSR process, staff proactively follows up with agencies requiring status updates as necessary regarding their implementation of/compliance with LAFCo recommendations.

Goal 2 - LAFCo promotes shared services that will save agencies money and allow them to either maintain services levels during difficult financial times or even improve service delivery.

Action 2.1 ~~LAFCo evaluated remaining shared service areas for their potential to maintain or improve services at a reduced cost and will send a letter to the city/county managers to gauge interest. The list of remaining shared service areas to be explored include:~~

~~○ Building/Fire Plan Check & Inspection~~

~~○ Fleet Maintenance~~

~~○ Park/Landscape Maintenance~~

~~○ Arborist/Tree Maintenance~~

[These action items were completed by LAFCo in 2018 (but not implemented by the other agencies)]

~~**Action 2.2** LAFCo will suggest via letter to YCPARMIA that they address training needs and disseminate Yolo County Training Academy information.~~

~~**Action 2.3** Staff facilitates any next steps as recommended by local agencies and determined by the Commission to implement shared service opportunities.~~

Goal 3 - Yolo LAFCo fosters and promotes agency collaboration at all levels.

Action 3.1 Yolo LAFCo organizes and promotes regular Yolo Leaders/YED forums with agenda topics/speakers that are of interest and value to elected leaders in all geographic areas of the county and at all agency levels.

Action 3.2 LAFCo promotes shared services at any and all levels, speaking at and coordinating with CALAFCO, ~~the SACOG innovation/shared services ad hoc committee~~, and others to coordinate and complement each other's shared service efforts. *[SACOG committee names and focus areas have changed]*

Goal 4 - LAFCo acts as a facilitator/convener as requested for appropriate Yolo intra-agency issues.

Action 4.1 Yolo LAFCo acts as a convener for multi-agency joint projects in a coordinating role as appropriate.

Goal 5 - LAFCo participates in the oversight of existing shared service partnerships implemented through joint powers agreements (JPAs) as needed. ~~The following action items are subject to E~~ each city/county board adopting a resolution requesting LAFCo to undertake these activities in October or November 2017 (see attached).

Action 5.1 Yolo LAFCo will perform ~~Municipal JPA~~ Service Reviews ~~(MSRs)~~ of some JPAs in the county.

~~**Action 5.2**~~ MSRs for JPAs to be conducted in the following categories:

- JPAs that provide municipal-like services
- JPAs that have their own staff and operate entirely inside the county (i.e. do not extend outside the county)
- JPAs that have boards comprised of staff and operate entirely inside the county

Action 5.23 The following ~~six-seven~~ JPAs will be added to the LAFCo MSR update schedule:

- Yolo Emergency Communications Agency (YECA)
- Yolo County Public Agency Risk Management Insurance Authority (YCPARMIA)
- Woodland-Davis Clean Water Agency
- West Sacramento Area Flood Control Agency (West SAFCA) *[Reflects new YSGA JPA added]*
- Yolo Habitat Conservancy (YCH)
- Valley Clean Energy Alliance (VCEA) *[The new Yolo Animal Services Planning Agency JPA does not meet 5.1 criteria]*
- Yolo Subbasin Groundwater Agency (YSGA)
- Other future JPAs that are formed and meet the criteria in Action 5.12

Goal 6 - LAFCo creates an annual Web Transparency Report Card.

Action 6.1 Determine baseline transparency measurement criteria (updated as needed and approved by LAFCo) and notify every agency of the criteria, process, and timeline: *[To clarify that the criteria adopted in the 2017 attachment has been updated since and superseded by the Commission]*

- Cities/County ~~(5 agencies)~~
- Special Districts ~~(49 Yolo plus 5 multi-county districts = 54 total special districts)~~
- Local Joint Powers Agencies/Authorities ~~(24 total JPAs)~~

Action 6.2 Prepare a checklist for each agency based on the transparency criteria and conduct review of agency websites. The review would be provided to the agency for verification and/or website content modification. *[District and JPAs numbers can change and the Plan does not really need to reference them]*

Action 6.3 Finalize report by the end of each fiscal year.

Goal 7 - LAFCo conducts a shared services workshop on an as needed basis ~~after review and recommendation from the Commission during its December meetings~~ with representation from each city and the County to inform the following year's work plan and ensure agency engagement and participation in the selection and prioritization of LAFCo shared services activities. *[Deletes need to ask for direction every December]*

Action 7.1 ~~The last~~A workshop ~~was~~ held on February 23, 2017 resulted in the following and LAFCo priorities ~~for fiscal year 2017/18 include~~ (in no particular order):

- Broadband: Convening, meetings, and agency assistance.
- ~~JPA~~Municipal Service Reviews ~~of JPAs~~ as discussed in Goal 5 and associated action items above.
- Web Transparency Report Card ~~for the County~~ as discussed in Goal 6 and associated action items above.

[Potentially confuses county-wide with Yolo County]



Yolo Local Government

Transparency and Accountability Program

VISION

Our vision is to promote open government and transparency for government agencies countywide (cities, County, special districts, and joint powers authorities), thereby fostering public trust and accountability. We will achieve this by:

- Requesting that LAFCo add selected types of joint powers authorities/agencies to its municipal service review process already conducted with the cities and special districts.
- Supporting LAFCo to develop a scorecard measuring local agency website transparency, performed on a regular basis.
- Agreement to a common checklist of information used to measure the level of transparency in local agency websites.
- Ensuring that city/county websites are a model for other local government agencies to follow.
- Encouraging local special districts and JPAs to create a web presence if they do not already have one.

GOALS

The agencies seek to improve:

- Transparency and accountability.
- Oversight.
- Service delivery and efficiency.
- Coordination among agencies.
- Public understanding of local government.
- Good governance by creating a standard of basic elements for a well-run governmental organization (annual budget, CIP, audits, etc.).

VALUES

TRUST AND INTEGRITY which the agencies will demonstrate by following through on their commitments, duties, and responsibilities.

OPEN, HONEST, AND CLEAR COMMUNICATION within each organization, between agencies and with the public.

FISCAL ACCOUNTABILITY as demonstrated by making budgets, financial practices, compensation, and audits available to the public.

PROMOTING AWARENESS of local government by promoting a website presence that describes the agency's reason for existing, a description of services it provides, and the area it provides services to.

ENCOURAGING UNDERSTANDING of where tax dollars go and how to easily contact board members and agency management.

CIVIC RESPONSIBILITY through access to board meeting schedules, agendas and minutes so the public can more easily attend board meetings and become involved.

TRANSPARENCY to respond to the growing movement to make governmental information available and searchable online.

REPRESENTATION to inform the public regarding board members (names, contact information and terms of office) and their election/appointment process.

JPA/SHARED PROGRAMS FINANCIAL BEST PRACTICES

City/County managers will determine assignments to each JPA/Shared Programs for liaison/oversight purposes. Shared programs include programs that are funded via city/county cost sharing, e.g. Yolo County Animal Services, Office of Emergency Services, West Valley Fire Training Consortium, etc.

Budget integration between JPAs/Shared programs and "member" agencies that fund them will be improved by implementation of the following process performed annually:

- City/County managers will prepare a consolidated summary-level budget preparation memo for the JPAs and other shared programs that require city/County funding. The memo should convey the budget stance for the upcoming fiscal year, plus a longer range outlook. The intent is to create JPA alignment with the cities/County budget stance and mirror agency cycles of budget reductions or growth.
- City/County managers may schedule budget workshops with the JPAs and shared programs each year around the March timeframe or as appropriate.
- JPAs and other shared programs are requested to provide draft budgets for funding agencies' executive manager review by May and final adopted budgets no later than June 15th of each year for integration into each funding agency's budget.

Formation of any new JPAs or shared programs should only be considered when the following criteria are met.¹ The proposed JPA/shared program:

- Will demonstrate cost reduction.
- Is more efficient.

¹ Governments Working Together, A Citizen's Guide to Joint Powers Agreements, California State Legislature, Senate Local Government Committee, August 2007

- Will reduce or eliminate overlapping services.
- Will result in the sharing of resources.

JPA agreements should include common policies supporting JPA funds to be held in the County Treasury (as appropriate), open government, and transparency.

PROGRAM IMPLEMENTATION – MUNICIPAL SERVICE REVIEWS OF SELECTED TYPES OF JPAs

The Cities/County request that LAFCo conduct Municipal Service Reviews every five years of selected types of JPAs whose service area is mostly within the county and includes: (1) JPAs that provide municipal services; (2) JPAs that employ staff; and/or (3) JPAs with boards comprised of agency staff. New JPAs may be created in the future and added to this list, but currently those JPAs include:

1. Valley Clean Energy Alliance
2. West Sacramento Area Flood Control Agency
3. Woodland-Davis Clean Water Agency
4. Yolo County Public Agency Risk Management Insurance Authority
5. Yolo Emergency Communications Agency
6. Yolo Habitat Conservancy
7. Yolo Subbasin Groundwater Agency

LAFCo steps to complete Municipal Service Reviews on a five-year cycle of these JPAs include:

- Compiling publicly and readily available information.
- Requesting any additional information from the JPA, minimizing JPA staff time.
- Developing JPA recommendations regarding each of the seven standard MSR determinations.
- Completing an administrative draft report for preview by JPA management.
- Responding to any comments and preparing a draft report available for public review.
- Publishing a hearing notice for public review and comment of the draft MSR.
- Adopting the MSR at a public hearing, finalizing the report, and posting it online.
- Sharing MSR findings with city/county managers, including any cumulative recommendations on ways to streamline and improve efficiencies with the governance structures countywide.

PROGRAM IMPLEMENTATION - WEBSITE TRANSPARENCY SCORECARD

A website transparency scorecard will be prepared by LAFCo on a regular basis involving the following steps:

- Creating list of cities, County, JPAs and special districts
- Encouraging local JPAs and special districts to establish websites and assist them, if desired
- LAFCo conducts preliminary review of agency websites
- LAFCo shares preliminary results with each agency to provide an opportunity for improvement
- LAFCo conducts follow up review
- The agency scorecard is finalized, adopted by the LAFCo Commission, shared with local agencies, and posted online

AGENCY WEB TRANSPARENCY CHECKLIST²

The scorecard will be based on the following criteria:

1. Overview
 - a. Mission Statement: What is the agency's reason for existing?
 - b. Description of services/functions: What actions does the agency undertake and what services does the agency provide?
 - c. Boundary of service area: What specific area does the agency serve?
2. Budget
 - a. Budget for current fiscal year and three years prior to the current year.
 - b. Financial reserves policy: What is the agency's policy for designated reserves and reserve funds? (The policy should be in the agency policy manual but also may be restated and found in the budget or audit reports).
3. Meetings
 - a. Board meeting schedule: When and where specifically does the agency meet?
 - b. Archive of Board meeting agendas & minutes for at least the last 6 months: Both approved minutes and past agendas
4. Elected & Appointed Officials
 - a. Board members (names, contact info, terms of office, compensation, and biography): Who specifically represents the public on the Board? How can the public contact them? When were they elected (or appointed)? How much do they earn in this role (as required by Assembly Bill 2040 effective January 1, 2015)? What background about the members illustrates their expertise for serving on the Board?
 - b. Election procedure and deadlines: If the public wishes to apply to be on the Board, how and when can they do so?

² 2015-16 Web Transparency Report Card, Marin County Civil Grand Jury, March 17, 2016

- c. Reimbursement and compensation policy: Which (if any) expenses incurred by the Board are reimbursed? Do the Board members receive compensation?
- 5. Administrative Officials
 - a. General manager and key staff (names, contact info, compensation, and benefits): Who specifically runs the agency on a day-to-day basis? How can the public contact them? How much do they earn in this role (as required by Assembly Bill 2040 effective January 1, 2015)? What specific benefits are they eligible for (healthcare, retirement plan, educational benefits, etc.)?
- 6. Audits
 - a. Current financial audit
 - b. Financial audits for the three years prior to the current year
 - c. Most recent annual financial report provided to the State Controller's Office, or a link to this information
 - d. Most recent LAFCo Municipal Service Review, if applicable
- 7. Contracts
 - a. Current request for proposal and bidding opportunities (over \$25,000 in value)
 - b. Instructions on how to submit a bid or proposal
 - c. Approved in force vendor contracts (over \$25,000 value)
- 8. Public Records
 - a. Online/downloadable Public Records Act (or FOIA) request form: What is the best way for the public to request public records?
- 9. Revenue Sources
 - a. Summary of fees received: fees for services, if any
 - b. Summary of revenue sources: bonds, taxes, loans and/or grants
- 10. Agency Specific Criteria
 - a. Municipalities: Total number of lobbyists employed and total spent on lobbying, downloadable permit applications, and zoning ordinances
 - b. Special Districts: Authorizing statute/enabling act (Principal Act or Special Act), board member ethics training certificates, link to the LAFCo website and any state agency providing oversight
 - c. Joint Powers Authorities: A copy of the joint powers agreement as filed and adopted (with any updates)

Regular 12.

LAFCO

Meeting Date: 12/03/2020

Information

SUBJECT

Review and file the Yolo LAFCo Financial Statement for Fiscal Years 2018/19 and 2019/20 prepared in house and reviewed by the Yolo County Department of Financial Services

RECOMMENDED ACTION

Review and file the Yolo LAFCo Financial Statement for Fiscal Years 2018/19 and 2019/20 prepared in house and reviewed by the Yolo County Department of Financial Services (DFS).

FISCAL IMPACT

None. This cost is included in our annual budget.

LAFCo's FY 2017/18 financial statement was prepared by the Yolo County Department of Financial Services (DFS) at a total cost of \$273 (\$91/hr x 3 hours of staff time). Because LAFCo now has its own accounting expertise, LAFCo's financial analyst prepared the 2018/19 and 2019/20 financial statements at a cost of \$80 for staff time (\$40/hr x 2 hours) and asked DFS to review it for accuracy and internal control (see Attachment B). In addition, these financial statements will be audited by an outside firm next year. DFS has not yet indicated its cost for DFS review, but it appears LAFCo was able to prepare two years of financial statements for less cost than DFS charged LAFCo for one year.

LAFCo preparing our own financial statements is a sign that LAFCo takes a proprietary interest in its financial data and a sign of good internal controls.

REASONS FOR RECOMMENDED ACTION

Yolo LAFCo Administrative Policies and Procedures section 5.18 states "LAFCo shall have financial audits performed on a three year cycle (i.e. the auditor reviews the prior three fiscal years at one time). For those interim years when a formal audit has not yet been performed, staff from the County Department of Financial Services shall prepare a financial statement for Commission review following the close of the fiscal year". LAFCo's last audit cycle included fiscal years 2015/16, 2016/17, and 2017/18. Staff will be preparing a request for proposals spring 2021 to hire an auditor for the next three year cycle.

BACKGROUND

There are no irregularities or issues in the financial statements to report. Staff are available to answer any questions about these reports if desired.

Statement of Net Position

The Statement of Net Position and the Statement of Activities present financial data on a full accrual basis and includes balances that affect the agency over the long-term. The additional account balances presented in the Statement of Net Position are as follows:

- Compensated absences – The balance in this account represents the estimated value of banked vacation hours that is subject to payout at the time of employee separation.
- Net pension liability – This balance is the difference between the present value of projected benefit payments and the assets set aside in a trust restricted to paying these benefits.
- Other Post Employment Benefits (OPEB) liability – This balance is the difference between the present value of projected benefit payments and the assets set aside in a trust restricted to paying these benefits.
- Deferred inflows of resources and deferred outflow of resources for pension and OPEB are actuarial balances that arise from the differences between expected and actual experience, net difference between projected and actual earnings on plan investments, and from changes in plan assumptions. These balances are amortized over time to either pension or OPEB expense.

The variances to these accounts from year-to-year can vary significantly due to changes in actuarial assumptions, plan changes, actual earnings on plan investments, demographic changes, etc. Some of the changes from 2019 to 2020, according to Yolo County Department of Financial Services, were related to a \$40,000 misclassification between OPEB and pension in 2020 and due to a 2018 audit adjustment that was posted to 2019.

Governmental Fund Statements

The Governmental Funds statements (Balance Sheet and Statement of Revenues, Expenditures and Changes in Fund Balance) present financial data on

which focus on short-term balances. These are the balances used for budget purposes.

Cash and investments increased by \$89,698 due to cash receipts of \$484,982 exceeding cash disbursements of \$395,284 by that amount. Overall net fund balance increased by \$85,023. The increase in fund balance is mostly attributable to the over realization of charges for services related to project fees and receipt of two years of CALAFCO stipend and the under expenditure of professional fees. Compared to the prior year total revenues increased by \$22,433 and expenditures decreased by \$1,297. The decrease in expenditures was due to the absence of audit expenditures in 2020, partially offset by increased salaries and benefits and other minor expenditure fluctuations.

Attachments

[ATT A-LAFCo 2020 and 2019 Financial Statement Final 11.18.20](#)

[ATT B-Email Confirming DFS Review 11.13.20](#)

Form Review

Inbox

Christine Crawford (Originator)
Form Started By: Christine Crawford
Final Approval Date: 11/18/2020

Reviewed By

Christine Crawford

Date

11/18/2020 02:22 PM
Started On: 11/12/2020 02:45 PM

**NOTES TO THE FINANCIAL STATEMENTS FOR FISCAL YEARS ENDED JUNE 30, 2020
AND JUNE 30, 2019****Statement of Net Position and Statement of Activities**

The Statement of Net Position and the Statement of Activities present financial data on a full accrual basis. As such it includes balances that affect the agency over the long-term while the Balance Sheet – Governmental Fund and the Statement of Revenues, Expenditures and Changes in Fund Balance – Governmental Fund present balances that are short-term in nature and are used in the annual budgets.

The additional account balances presented in the Statement of Net Position are as follows:

- Compensated absences – The balance in this account represents the estimated value of banked vacation hours that is subject to payout at the time of employee separation.
- Net pension liability – This balance is the difference between the present value of projected benefit payments and the assets set aside in a trust restricted to paying these benefits.
- OPEB liability – This balance is the difference between the present value of projected benefit payments and the assets set aside in a trust restricted to paying these benefits.
- Deferred inflows of resources and deferred outflow of resources for pension and OPEB are actuarial balances that arise from the differences between expected and actual experience, net difference between projected and actual earnings on plan investments, and from changes in plan assumptions. These balances are amortized over time to either pension or OPEB expense.

The variances to these accounts from year-to-year can vary significantly due to changes in actuarial assumptions, plan changes, actual earnings on plan investments, demographic changes, etc. Some of the changes from 2019 to 2020, according to Yolo County Department of Financial Services, were related to a \$40,000 misclassification between OPEB and pension in 2020 and due to a 2018 audit adjustment that was posted to 2019.

Governmental Fund Statements

The Governmental Funds statements, the Balance Sheet and Statement of Revenues, Expenditures and Changes in Fund Balance, present financial data on the modified accrual basis which focuses on short-term balances. These are the balances used for budget purposes.

Cash and investments increased by \$89,698 due to cash receipts of \$484,982 exceeding cash disbursements of \$395,284 by that amount.

Overall net fund balance increased by \$85,023. The increase in fund balance is mostly attributable to the over realization of charges for services related to project fees and receipt of two years of CALAFCO stipend and the under expenditure of professional fees. Compared to the prior year total revenues increased by \$22,433 and expenditures decreased by \$1,297. The decrease in expenditures was due to the absence of audit expenditures in 2020, partially offset by increased salaries and benefits and other minor expenditure fluctuations.

YOLO COUNTY LOCAL AGENCY FORMATION COMMISSION
STATEMENT OF NET POSITION
JUNE 30, 2020 AND JUNE 30, 2019
(UNAUDITED)

	Governmental Activities	
	2020	2019
ASSETS		
Current Assets:		
Cash and investments	\$ 277,713	\$ 188,015
Total Assets	277,713	188,015
DEFERRED OUTFLOW OF RESOURCES		
Pensions	17,207	36,861
LIABILITIES		
Current Liabilities:		
Accounts payable	157	311
Accrued payroll	10,865	6,036
Compensated absences - current	6,627	3,826
Total current liabilities	17,649	10,173
Noncurrent liabilities:		
Compensated absences - noncurrent	6,626	3,826
Net pension liability	533,949	594,380
OPEB liability	120,029	146,880
Total noncurrent liabilities	660,604	745,086
Total Liabilities	678,252	755,258
DEFERRED INFLOWS OF RESOURCES		
Pensions	97,094	5,692
OPEB	35,346	55,382
Total Deferred Inflows of Resources	132,440	61,074
NET POSITION		
Restricted		
Unrestricted (deficit)	(515,772)	(591,456)
Total Net Position	\$ (515,772)	\$ (591,456)

**YOLO COUNTY LOCAL AGENCY FORMATION COMMISSION
STATEMENT OF ACTIVITIES
FOR THE TWO YEARS ENDED JUNE 30, 2020 AND JUNE 30, 2019**

	Governmental Activities	
	2020	2019
<u>Program Expenses</u>		
Salaries and benefits	\$ 359,277	\$ 498,424
General and administrative	6,397	15,982
County IT	7,644	6,545
Legal	13,881	14,478
Office expense	6,021	6,584
LAFCo project costs	11,604	9,646
Training, travel and transportation	4,473	7,336
Total program expenses	409,297	558,995
<u>Program Revenues</u>		
Intergovernmental revenues:		
County of Yolo	207,700	216,713
City of West Sacramento	67,863	69,885
City of Woodland	62,627	63,758
City of Winters	6,787	7,078
City of Davis	70,423	75,991
Charges for services	52,548	20,532
Other revenues	8,000	-
Total program revenues	475,948	453,957
Net Program (Expenses) Revenues	66,651	(105,038)
<u>General Revenues</u>		
Other income	-	-
Interest income	9,033	8,592
Total general revenues	9,033	8,592
Change in net position	75,684	(96,446)
Net Position, Beginning of Year	(591,456)	(495,010)
Net Position, End of Year	\$ (515,772)	\$ (591,456)

YOLO COUNTY LOCAL AGENCY FORMATION COMMISSION
BALANCE SHEET - GOVERNMENTAL FUND
JUNE 30, 2020 AND JUNE 30, 2019
(UNAUDITED)

	<u>2020</u>	<u>2019</u>
ASSETS		
Cash and investments	\$ 277,713	\$ 188,015
Total Assets	<u>277,713</u>	<u>188,015</u>
LIABILITIES		
Accounts payable	\$ 157	\$ 311
Accrued payroll	10,865	6,036
Total Liabilities	<u>11,022</u>	<u>6,347</u>
FUND BALANCE		
Assigned - Capital asset replacement	2,805	2,747
Unassigned	263,886	178,921
Total Fund Balance	<u>266,691</u>	<u>181,668</u>
Total Fund Balance and Liabilities	<u>\$ 277,713</u>	<u>\$ 188,015</u>

YOLO COUNTY AGENCY FORMATION COMMISSION
RECONCILIATION OF THE BALANCE SHEET TO THE GOVERNMENT-WIDE STATEMENT OF NET POSITION
JUNE 30, 2020 AND JUNE 30, 2019
(UNAUDITED)

	Governmental Activities	
	2020	2019
Fund Balance - Governmental Fund	\$ 266,691	\$ 181,668
Amounts reported for governmental activities in the statement of net position are different because:		
Deferred outflows and inflows of resources related to pensions and OPEB are applicable to future periods and therefore are not reported in governmental funds:		
Deferred outflows related to pensions	17,207	36,861
Deferred outflows related to OPEB	-	-
Deferred inflows related to pensions	(97,094)	(5,692)
Deferred inflows related to OPEB	(35,346)	(55,382)
Long-term liabilities are not due and payable in the current period, and therefore are not reported in governmental funds:		
Net pension liability	(533,949)	(594,380)
OPEB liability	(120,029)	(146,880)
Compensated absences	(13,252)	(7,651)
Net position (deficit) of Governmental Activities	\$ (515,772)	\$ (591,456)

**YOLO COUNTY LOCAL AGENCY FORMATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - GOVERNMENTAL FUND
FOR THE TWO YEARS ENDED JUNE 30, 2020 AND JUNE 30, 2019**

	<u>2020</u>	<u>2019</u>
<u>Revenues</u>		
Intergovernmental revenues:		
County of Yolo	\$ 207,700	\$ 216,713
City of West Sacramento	67,863	69,885
City of Woodland	62,627	63,758
City of Winters	6,787	7,078
City of Davis	70,423	75,991
Charges for services	52,548	20,532
CalLAFCo DEO Stipend	8,000	-
Interest	9,034	8,592
	<u>484,982</u>	<u>462,549</u>
<u>Expenditures</u>		
Salaries and benefits	349,939	340,685
General and administrative	6,397	15,982
County IT	7,644	6,545
Legal	13,881	14,478
Office expense	6,021	6,584
LAFCo project costs	11,604	9,646
Training, travel and transportation	4,473	7,336
	<u>399,959</u>	<u>401,256</u>
Net Change in Fund Balance	85,023	61,293
Fund Balance, Beginning of Year	<u>181,668</u>	<u>120,375</u>
Fund Balance, End of Year	<u>\$ 266,691</u>	<u>\$ 181,668</u>

**YOLO COUNTY AGENCY FORMATION COMMISSION
RECONCILIATION OF THE GOVERNMENTAL FUND STATEMENTS OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE TO THE GOVERNMENT-WIDE STATEMENTS OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2020 AND JUNE 30, 2019
(UNAUDITED)**

	Governmental Activities	
	2020	2019
Change in fund balances - Governmental Fund	\$ 85,023	\$ 61,293
Amounts reported for governmental activities in the statement of activities are different because:		
Some expenses reported in the statement of activities do not require the use of current financial resources, and therefore are not reported as expenditures in governmental funds:		
Change in pension liability	(50,625)	(105,944)
Change in OPEB liability	46,887	(49,354)
Change in compensated absences	(5,601)	(2,441)
Change in net position of Governmental Activities	\$ 75,684	\$ (96,446)

From: Robert Reisinger
Sent: Friday, November 13, 2020 3:51 PM
To: Christine Crawford
Cc: Chad Rinde
Subject: RE: Revised LAFCo fin Stmt

Hi Cristine,

I went through the financial statements, ticked and tied numbers back to the Trial Balance and double checked formulas and linked numbers. I think these look good.

One area Chad pointed out was the fluctuation on Pension and OPEB. The high variance in 2020 was an adjustment for a simple misclassification between OPEB and Pension of over \$40k.

The high variance in 2019 was due to an Audit adjustment from 2018 which posted in 2019. The current numbers do now tie back to the County schedules for Gasb 68 and 75 so I believe the numbers are good going forward.

Thank You,

Robert Reisinger

Accountant II
County of Yolo
Department of Financial Services
Off: (530) 406-6611

From: Christine Crawford
Sent: Wednesday, October 7, 2020 11:30 AM
To: Chad Rinde <Chad.Rinde@yolocounty.org>
Cc: Mark Krummenacker <Mark.Krummenacker2@yolocounty.org>
Subject: FW: Revised LAFCo fin Stmt

Hi Chad,

You may recall that LAFCo's audit is on a 3-year cycle and Howard's recommendation was to prepare FS for the in-between years. Last year, I neglected to ask DFS to prepare one (since I was in Spain it somehow slipped my mind :o). So I asked Mark to prepare draft Financial Statements for years ending 2019 and 2020.

Would you please review them to ensure quality control and checks/balances?

It all looks good to me, but the one thing I wanted to confirm is some wild fluctuations in pension/OPEB numbers:

Governmental Activities

	2020	2019
Change in fund balances - Governmental Fund	\$ 85,023	\$ 61,293
Amounts reported for governmental activities in the statement of activities are different because:		
Some expenses reported in the statement of activities do not require the use of current financial resources, and therefore are not reported as expenditures in governmental funds:		
Change in pension liability	(50,625)	(105,944)
Change in OPEB liability	46,887	(49,354)
Change in compensated absences	(5,601)	(2,441)
Change in net position of Governmental Activities	\$ 75,684	\$ (96,446)

As for timing it's not a huge rush, but I'd like to get this on the **October 29 or December 3** LAFCo agenda.

Thanks,
Christine

From: Mark Krummenacker
Sent: Wednesday, October 7, 2020 11:11 AM
To: Christine Crawford <Christine.Crawford@yolocounty.org>
Cc: 'Mark Krummenacker' <mark.krummenacker@comcast.net>
Subject: Revised LAFCo fin Stmt

Regular 13.

LAFCO

Meeting Date: 12/03/2020

Information

SUBJECT

Authorize the Executive Officer to spent up to \$18,500 for: (1) Yolo County Archives to digitize all of Yolo LAFCo's hardcopy records (55 boxes total); and (2) purchase and configure Onbase Software to import files and create a searchable database

RECOMMENDED ACTION

Authorize the Executive Officer to spent up to \$18,500 for: (1) Yolo County Archives to digitize all of Yolo LAFCo's hardcopy records (55 boxes total); and (2) purchase and configure Onbase Software to import files and create a searchable database.

FISCAL IMPACT

The cost estimate for Yolo County Archives to scan and digitize all of LAFCo's hard copy records is \$15,334 (including a 10% contingency buffer) and the bid from NEKO Industries, Inc. for the Onbase Software is \$2,400 for a total of \$17,734. Both bids are attached for review.

Staff recommends this cost can be accommodated within our current budget because we have unexpected cost savings due to the pandemic, and as a result all travel, education and conference expenses will not be realized. LAFCo's FY 2020/21 budget included a \$5,000 appropriation for Training and \$7,000 appropriation for Transportation and Travel, for a total of \$12,000. The additional \$5,500 can be pulled from the Professional and Specialized Services account (\$15,000 was appropriated this FY and \$2,995 has been used so far).

Ongoing costs for the Onbase Software license would be a one-time license of \$650 plus an annual recurring license maintenance cost of \$130. This ongoing cost may be offset because savings could also occur depending on how many hardcopy records are retained. For context, LAFCo was charged \$1,112 this FY to store 21 boxes of records at Archives (the remaining files are what is estimated to

be housed in the office file cabinets).

REASONS FOR RECOMMENDED ACTION

Per Section 5.11 of our Yolo LAFCo Administrative Policies and Procedures, the Commission delegates to the Executive Officer the authority to approve and execute contracts, agreements and amendments for \$5,000 or less, provided sufficient funds are contained in the appropriate line item in the LAFCo budget. Any contract, agreement or amendment greater than \$5,000, or any contract agreement or amendment for which there are not sufficient funds contained in the appropriate line item of the LAFCo budget, shall be presented to the Commission for approval and execution.

BACKGROUND

Yolo County Archives acquired the necessary equipment to digitize hardcopy records, including full size maps, about a year ago and has already worked with the County Administrator's Office and Board of Supervisors to create a searchable database of its records. LAFCo was created in 1963 and it would be beneficial for staff to have searchable access to the older records. The database could also potentially be made available to the public via a link from the LAFCo website, if desired.

NEKO Industries, Inc. included an option where they could subcontract all the record scanning for approximately \$2,000 less than the bid from Archives. However, the historic records can be very delicate and staff recommends Archives would do a more careful and accurate job.

LAFCo staff have been discussing scanning and digitizing our records with Archives for nearly a year. It has taken longer than expected to figure out the database component of the overall solution. This project is not time critical, but staff recommends the funds are available and the value would be worth the cost. However, if the Commission would be more comfortable including these costs in the FY 2021/22 budget, the delay would not be problematic.

Attachments

[ATT A-Price Quote from County Library-Archives 12.27.19](#)

[ATT B- Price Quote from NEKO Industries, Inc. for Onbase Software and Import](#)

[ATT-C-OnBase Government Solutions Facts Sheet](#)

Form Review

Inbox

Christine Crawford (Originator)

Form Started By: Christine Crawford

Final Approval Date: 11/19/2020

Reviewed By

Christine Crawford

Date

11/19/2020 01:00 PM

Started On: 11/19/2020 11:01 AM



Yolo County Library

Mark Fink, County Librarian and Chief Archivist
226 Buckeye Street
Woodland, CA 95695-2600
(530) 666-8002 FAX (530) 666-8006

December 27, 2019

Terri Tuck
Christine Crawford
Local Agency Formation Commission (LAFCo)
625 Court Street, Suite 107
Woodland, CA 95695

Dear Terri and Christine,

Thank you for reaching out to the Yolo County Archives regarding assistance with your digitization project.

We charge \$25 for every 30 minutes of work on special digitization projects, based on estimates of staff time on previous digitization projects. After a cursory review of the boxes and materials here at the Record Center and Archives we estimate the *average* time to scan one box of your materials to be 5 hours. (Some boxes will be faster, and others will be slower). This estimate factors in:

- Time to disassemble the documents (i.e, remove staples, paper clips, and bindings)
- Photocopy or flat-bed scan fragile documents and file folders
- OCR (make the documents keyword searchable)
- Saving the files as PDF/As with your naming protocol
- Creation of digital folder lists for each box of your records, and
- Quality control

Here is the estimated breakdown of the work that we will perform. This quote includes the digitization of the LAFCO's boxes currently stored in the Records Center, the files in LAFCO's office, and the 4 boxes and 2 ledgers of LAFCO records that are part of the Archives' collection:

# of Hours per box/leger	Box Total	Time x Dollars x # Boxes	Total
5 (300 min.)	21 (Records Center)	(300 min. ÷ 30 min.) x \$25 x 21	\$5,250.00
5 (300 min.)	4 (Archives)	(300 min. ÷ 30 min.) x \$25 x 4	\$1,000.00
5 (300 min.)	≈ 30 (LAFCO Office)	(300 min. ÷ 30 min.) x \$25 x 30	\$7,500.00
1.5 (90 min.)	2 (Archives Ledgers)	(90 min. ÷ 30 min) x \$25 x 2	\$150

The cost of an external hard drive, (approximately \$40 for 500GB) for the digital files will also be billed back to your department. No additional archival storage materials will be needed.

Total for digitization and external hard drive: \$13,940.00

Total for digitization, external hard drive and 10% contingency: \$15,334.00

Materials will be returned to the boxes in original order, without staples, paper clips, or original bindings. If you would like for us to reassemble the documents, we can revise this estimate or provide a separate quote for that service.

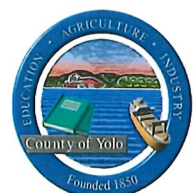
Thank you for considering us for your digitization project. Please feel free to call us if you have any questions at all.

Sincerely,



Heather Lanctot

Archives/Record Center Coordinator





NEKO Industries, Inc.
 Olympus Corporate Center
 3017 Douglas Blvd, #300
 Roseville, CA 95661
 T: 916-774-7125

Quotation

Item 13-ATT B

Date: 11/4/2020

B	YOLO County	S	YOLO County
I		H	Attn: Christine Crawford
L	Attention PO:	I	Attention PO:
L	625 Court Street, Suite 107 Woodland, Ca. 95695	P	625 Court Street, Suite 107 Woodland, Ca. 95695
T		T	
O	530-666-8048	O	530-666-8048

Ord #	Order Date	Customer Number	Imaging Specialist		Purchase Order No.	
		Yolo County				
QTY	Item Number	Imaging System Description	List Price	List Extended	Price	Extended Price
		OnBase Software				
1	NEKO-Profl	Backfile Import Services Configured Onbase for Backfile Import Create custom import tool for file based import and parsing of filenames Configure Repository full text Transmittal Audit of Backfile to Onbase Supports Yolo County Library Backfile Process dated 12-27-19			\$ 2,400.00	\$ 2,400.00
					Subtotal	\$ 2,400.00
		Contract Dates			Subtotal	\$ 2,400.00
		Start:				
		End:				
		Comments:	Subtotal		\$ 2,400.00	
			Tax		\$ -	
			Shipping		\$ -	
			TOTAL		\$ 2,400.00	

OnBase Government Solutions Facts Sheet

How Does OnBase Fit?

Central repository of information and documents to help each level of Government meet today's challenges of smaller budgets and staffs, while laying the foundation for simplified, efficient and mobile Government IT.

Government Trends:

- ▶ Transparency - citizens have the right to access the documents and proceedings of the government to allow for effective public oversight
- ▶ Shared Services
- ▶ Consolidation/Centralization — budget, facilities, resources
- ▶ Cloud Solutions
- ▶ Mobile Solutions

2000+ Lifetime Government Vertical Customers:

49 of the top 100 counties in the US are OnBase customers

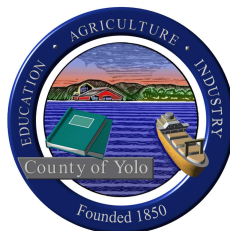
Market Share: Level

- County: 664
- Municipal : 536
- State : 284
- International: 305
- Federal: 45

Market Share: Solutions

- Finance/Admin: 609
- Courts/Law Enforcement: 252
- Health/Human Services: 279
- Public Works: 172
- K-12: 132
- Affordable Housing: 47

NEKO Industries - Local Government Customers



Finance & Administration - #1 OnBase Solution for Government

- ▶ Back office – AP, HR, AR, Contract Management
- ▶ Records Management
- ▶ Public Records - Help departments meet initiatives and legal responsibilities by providing access to public records (FOIA)
- ▶ Agenda Management - Automate the approval, assembly and distribution of agenda and minutes management tasks
- ▶ Clerk and Recorder
- ▶ Treasurer
- ▶ Assessor

Challenges:

- Legacy systems
- Staff cuts
- Simplify, Streamline, Centralize
- Manual processes
- Transparency and other expectations

OnBase Value:

- OnBase can help departments deal with reduced staff by automating routing and indexing
- Moving processes away from paper enhances oversight
- Reducing paper and filing saves money
- The system that helps with staff reductions today could be expanded for further improvements
- Key retrieval tools speed up typical inquiries, saving staff time and allowing for faster processing, better service
- Faster payments may result in discounts

Facts and Figures

- Retrieval and Storage – Estimated \$70,000 annual savings for retrieval and offsite storage (15-user system) + annual destruction savings of \$2,100
- Cost avoidance – Use of workflow for 300,000 transactions/month avoids \$30m/yr. in processing costs
- Agenda Creation costs from \$44k to \$6K annually (86% cost reduction)
- Invoice processing from 14 days to 5 days
- Workflow – Assessor's Office saved \$31,000 in staff overtime and 60% increase in (\$230,000 value) in employee productivity, legal timeframe to meet

Housing & Human Services

- ▶ Affordable Housing – Ensure that tenants, property subsidies meet federal requirements (HUD)
- ▶ Eligibility Determination - Help staff maintain documents needed to support compliance and program delivery
- ▶ Unemployment Insurance
- ▶ Child Support Enforcement
- ▶ Vital Statistics
- ▶ Child Protective Services
- ▶ Rehabilitation Services
- ▶ Children, Youth, Families
- ▶ Public Fiduciary

Challenges:

- Staff reductions
- Funders' system don't meet their needs
- Backlogs grow during times of need and funding uncertainty
- Referrals for other services
- Field work efficiency
- Security and audits

OnBase Value:

- OnBase can help departments deal with reduced staff by automating routing and indexing
- Moving processes away from paper enhances oversight
- Reducing paper and filing saves money
- Increase mobility and self-service opportunities
- Key retrieval tools speed up typical inquiries, saving staff time and allowing for faster processing, better service

Facts and Figures

- Retrieval – State agency using Application Enabler went from 1-2 minutes to 3-5 seconds for document retrieval, saving the agency \$450,000 per yr. in staff time
- Indexing – Bar code index saves \$500,000 year by eliminating manual data entry
- Faster decisions – Annual/application decisions 2/3x faster at Housing Authority
- Forms processing saves HA \$98K, overall savings to agency \$362K/yr
- Automated workflow saves 4,500 employee hours annually
- Faster decisions – processes reduced from 8 days to 8 hours
- Faster decisions – Eligibility determinations reduced by 5 business days or 50%

Justice and Public Safety

- ▶ Court Case Management
- ▶ Law Enforcement
- ▶ Attorney's Office
- ▶ Jail Management

Challenges:

- Fewer staff or the pressure to put staff where they count
- Pressure to streamline, centralize, simplify
- Volumes never decrease
- Lost documents can be embarrassing and dangerous
- Time sensitive processes

OnBase Value:

- OnBase can help departments deal with reduced staff by automating routing and indexing
- Moving processes away from paper enhances oversight
- Reducing paper and filing saves money
- Increase mobility and self-service opportunities
- Key retrieval tools speed up typical inquiries, saving staff time and allowing for faster processing, better service

Facts and Figures

- Retrieval – Files delivered 60x faster and 2 hours to 10 minutes for OTC transactions
- Retrieval – Retrieval time saved courts \$388,000/yr.
- Forms – Using Document Composition to automate the creation of forms saves the court \$294,400/yr. (OBOL solution)

Planning & Public Works

Esri Integration – Use with Planning Board in PR – called GEOSYSTEM – beginning planning for Crime Analysis, Emergency Support Functions

- ▶ Plan Review
- ▶ Asset Management

Challenges:

- Long (forever) retention
- Bolt-on document management is inadequate
- Submission costs
- Multiple reviewers
- Legal deadlines
- Comparing versions and collaboration is time-consuming

OnBase Value:

- Handle all content in a single, central/secure repository
- Keep users inside of solutions they know
- Simultaneous review
- Revisions tracked
- Expansion to mobile, self-service, workflow processes
- Out-of-the-box website for plan submission/self-service
- Plan comparison
- Collaboration managed
- Digital signing options

Facts and Figures:

- Inspections processes completed in 1/3 of the time with field access to documents
- Backlogs eliminated meant less waiting for constituents to start projects
- Increased transparency and the same workload with less staff
- Integrating GIS and OnBase saves \$300K in storage and staff time.

Executive Officer Report 14.

LAFCO

Meeting Date: 12/03/2020

Information

SUBJECT

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

A. Long Range Planning Calendar

B. EO Activity Report - October 26 through November 27, 2020

Attachments

[ATT A-12.03.2020 Long Range Planning Calendar](#)

[ATT B-EO Activity Report Oct26-Nov27](#)

Form Review

Form Started By: Terri Tuck

Started On: 11/17/2020 11:21 AM

Final Approval Date: 11/17/2020

Long Range Meeting Calendar – Tentative Items

December 3, 2020 LAFCo Meeting

Meeting Date	Tentative Agenda Items
Jan 28, 2021	<ul style="list-style-type: none"> • MSR/SOI for the Community Services Districts (Cacheville, Esparto, Knights Landing and Madison) • 2020 Yolo Local Agency Website Transparency Scorecard • FY 20/21 Q2 Financial Update • Oath of Office (to replace Babs Sandeen and Duane Chamberlain)
Feb 25, 2021	<ul style="list-style-type: none"> • LAFCo Annual Work Plan
Mar 25, 2021	<ul style="list-style-type: none"> • Draft LAFCo FY 2021/22 Budget
Apr 22, 2021	<ul style="list-style-type: none"> • JPA Service Review for the Valley Clean Energy Alliance • FY 20/21 Q3 Financial Update • Elect LAFCo Chair and Vice Chair • (Re)appoint Alternate Public Member
May 27, 2021	<ul style="list-style-type: none"> • Final LAFCo FY 2021/22 Budget • JPA Service Review for the Yolo Habitat Conservancy
Jun 24, 2021	<ul style="list-style-type: none"> • MSR/SOI for the County Service Areas (CSAs) • Contract Approval for LAFCo Auditor for last three FYs • Executive Officer Annual Performance Evaluation

New Proposals Received Since Last Meeting

Date Received	Proposal
	None

LAFCo EO Activity Report

October 26 through November 27, 2020

Date	Meeting/Milestone	Comments
10/26/2020	Meeting w/County IT staff (Lee Guerney) and NEKO OnBase (Ron Hofhenke)	Introduction meeting to NEKO Industries regarding using its OnBase system for digitizing LAFCos historical documents
10/27/2020	Webinar Series by Streamline – Telling Your District's Story: Part 6	Attended
10/28/2020	Staff Meetings	Weekly Zoom meetings (due to COVID-19 shelter-in-place)
10/28/2020	Meeting w/Martha Poyatos (San Mateo LAFCo)	CALAFCO Speakers
10/28/2020	Meeting w/County staff (Community Services) and City of Woodland staff	Potential Barnard Street annexation w/City of Woodland
11/02/2020	Staff Meeting	Weekly Zoom meetings
11/02/2020	Meeting w/Valley Vision and County staff	Broadband Priority Areas in Yolo County & USDA CCs
11/06/2020	Meeting w/Kristin Sicke (YCFCWCD)	YCFCWCD MSR/SOI
11/06/2020	Meeting w/County staff (Community Services) and City of Woodland staff	Discussion on Barnard Street Annexation and other proposed parcels
11/09/2020	Staff Meeting	Weekly Zoom meetings
11/09/2020	Meeting w/Olin Woods	LAFCo Agenda Review
11/13/2020	CALAFCO Board Meeting-Zoom	Attended and took meeting minutes
11/16/2020	Staff Meeting	Weekly Zoom meetings
11/17/2020	Webinar by Yolo County Office of Emergency Services (OES): EOC Position Specific Training - Level 2, Planning & Intelligence	Attended
11/19/2020	Webinar by CALAFCO: Proactively Navigating Economic and Service Crisis Realities	Attended

Commissioner Comments 15.

LAFCO

Meeting Date: 12/03/2020

Information

SUBJECT

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.

A. Present **Resolution 2020-09** commending Babs Sandeen for her tenure with the Yolo LAFCo

Attachments

Sandeen-LAFCo Commendation & WSac Proclamation

Form Review

Form Started By: Terri Tuck
Final Approval Date: 11/19/2020

Started On: 11/19/2020 09:02 AM

**Resolution of Commendation
Babs Sandeen**

RESOLUTION № 2020 - 09

WHEREAS, Beverly "Babs" Sandeen was appointed to the West Sacramento City Council by a 4-0 vote in April 2014 to fill a vacated seat and was elected November 2016 for a four-year term, where she currently serves as Mayor Pro Tem; and

WHEREAS, in addition to her City service, Ms. Sandeen has dedicated the past 15 years to public service in many other capacities and currently is Chair of the New Hope Community Development Corporation and Vice Chair of the Port District Commission, the Yolo Local Agency Formation Commission, the West Sacramento Area Flood Control Agency JPA and Yolo County Housing; and

WHEREAS, she also currently serves as a board member for the West Sacramento Housing Development Corporation, Yolo-Solano Air Quality Management District, River City Regional Stadium Financing Authority, Reclamation District 900, and EIFD Public Financing Authority; and

WHEREAS, Babs Sandeen previously served as the founding Chair of the Yolo Subbasin Groundwater Agency JPA and Chair of the Water Resources Association of Yolo County; and

WHEREAS, in May 2018, Ms. Sandeen was sworn in as an Alternate City Member to the Yolo Local Agency Formation Commission; and

WHEREAS, during her two-year tenure as an Alternate City Member Sandeen participated in many of the meetings and, with minimal notice, was always knowledgeable and capable, taking her LAFCo responsibilities seriously; and

WHEREAS, in May 2020 Ms. Sandeen was sworn in as a Regular City Member, where she was immediately and unanimously selected as the Vice Chair to the Yolo Local Agency Formation Commission, serving in that capacity up to the present; and

WHEREAS, Commissioner Sandeen considered and deliberated on a range of municipal service reviews and spheres of influence studies, approximately eleven proposals, including the significant reorganization and dissolution of several reclamation districts, and a change in governance from an independent district to a dependent district; and

WHEREAS, she also championed LAFCo's Shared Services philosophy countywide and contributed greatly to the development and execution of several Yolo Leaders and "YED-Talk" events; and

WHEREAS, Commissioner Sandeen was always prepared to discuss the issues of the day, asking pertinent questions and providing valuable insight to the process; and

WHEREAS, Babs Sandeen has contributed greatly to LAFCo deliberations with her hardworking and intelligent leadership on the Commission, while also bringing her dynamic and caring presence with the highest integrity; and

WHEREAS, Ms. Sandeen's work and dedication has been recognized by numerous awards and commendations including the Cultural Engagement Recognition Award from Russian Speaking Community Partners 2016, Women Who Mean Business Award from the *Sacramento Business Journal* 2014, Volunteer of the Year from the Metro Chamber of Commerce 2013, Mayor's Civic Leadership Award for Service from the Mayor of West Sacramento 2013, and Distinguished Alumna Award from the UC Irvine Alumni Association 2002; and

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Yolo Local Agency Formation Commission commends Babs Sandeen for her valuable contribution as a Yolo LAFCo Commissioner and warmly wishes her the best in all her future endeavors.

PASSED AND UNANAMOUSLY ADOPTED this 3rd day of December 2020.

Olin Woods, Chair
Yolo Local Agency Formation Commission

Proclamation of the City Council

of the City of West Sacramento

RECOGNIZING

BEVERLY (BABS) SANDEEN FOR SIX YEARS OF SERVICE AS A MEMBER OF THE CITY COUNCIL

WHEREAS, Beverly (Babs) Sandeen was appointed to the City Council in December 2014 and elected in 2016; and

WHEREAS, Ms. Sandeen served on the City's Planning Commission for nine years from 2006 to 2014; and

WHEREAS, Ms. Sandeen used her background in higher education, philanthropy and social ecology to help navigate complex City projects and initiatives; and

WHEREAS, Ms. Sandeen represented the City of West Sacramento through the League of California Cities; and

WHEREAS, Ms. Sandeen received the 2016 Cultural Engagement Recognition Award from Russian Speaking Community Partners, 2014 Women Who Mean Business Award from the Sacramento Business Journal and the 2013 Mayor's Civic Leadership Award for her dedication to the community; and

WHEREAS, Ms. Sandeen played a huge role in implementing the West Sacramento Home Run program through the Universal Preschool for West Sacramento Executive Committee (UP4WS); and

WHEREAS, Ms. Sandeen served as Vice Chair of the Port District Commission, overseeing the completion of the Lake Washington cleanup project which removed and disposed of hazardous materials from the Port; and

WHEREAS, Ms. Sandeen sat as Vice Chair for the West Sacramento Area Flood Control Agency (WSAFCA) and helped implement strict flood standards, including the massive Southport Levee Protection Project; and

WHEREAS, Ms. Sandeen served on multiple other outside bodies during her time as a Councilmember, including: City/County 2x2 Committee, West Sacramento Housing Development Corporation, Yolo-Solano Air Quality Management District, River City Regional Stadium Financing Authority, Reclamation District 900, EIFD Public Financing Authority, Delta Protection Commission (alternate), the Executive Commission Yolo County Homeless Plan (alternate), Riverfront Joint Powers Authority (alternate), Sacramento Regional County Sanitation District (alternate), Yolo County Transportation District (alternate), and Streetcar Policy Steering Committee (alternate); and

WHEREAS, Ms. Sandeen is retiring from the City Council, leaving behind a legacy of good work and accomplishments spanning 15 years that have improved the quality of life for countless West Sacramento residents.

NOW, THEREFORE, BE IT PROCLAIMED that the City Council of the City of West Sacramento recognizes Beverly (Babs) Sandeen for her enormous contributions to the City of West Sacramento and wishes Ms. Sandeen health and happiness in her future endeavors.

PROCLAIMED this 18th day of November, 2020.

ATTEST:

CHRISTOPHER L. CABALDON
Mayor of West Sacramento

YASHIN ABBAS
West Sacramento City Clerk