

YOLO COUNTY LOCAL AGENCY FORMATION COMMISSION

Regular Meeting AGENDA

March 27, 2014 - 9:00 a.m.

BOARD OF SUPERVISORS CHAMBERS

625 COURT STREET, ROOM 206
WOODLAND, CALIFORNIA 95695

COMMISSIONERS

OLIN WOODS, CHAIR (PUBLIC MEMBER)
MATT REXROAD, VICE CHAIR (COUNTY MEMBER)
SKIP DAVIES (CITY MEMBER)
DON SAYLOR (COUNTY MEMBER)
BILL KRISTOFF (CITY MEMBER)

ALTERNATE COMMISSIONERS

ROBERT RAMMING (PUBLIC MEMBER)
JIM PROVENZA (COUNTY MEMBER)
CECILIA AGUIAR-CURRY (CITY MEMBER)

CHRISTINE CRAWFORD
EXECUTIVE OFFICER

ROBYN TRUITT DRIVON
COMMISSION COUNSEL

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

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

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

CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call

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

CONSENT AGENDA

4. Approve LAFCo Meeting Minutes of February 27, 2014
5. Receive and File the March 2014 CALAFCO Quarterly

PUBLIC HEARING

6. Consider the Proposed LAFCo Budget for Fiscal Year 2014/15 and Set May 22, 2014 as the Public Hearing Date to Approve the Final Budget.

EXECUTIVE OFFICER'S REPORT

7. A report by the Executive Officer on recent events relevant to the Commission and an update of Yolo LAFCo staff activity for the month. The Commission or any individual Commissioner may request that action be taken on any item listed.
 - Cancelled April 17, 2014, LAFCo Meeting
 - Shared Services
 - Staff Activity Report - February 24 to March 21, 2014

COMMISSIONER COMMENTS

8. Opportunity for any Commissioner to comment on issues not listed on the agenda. No action will be taken on off-agenda items unless authorized by law.

ADJOURNMENT

9. Adjournment

Next meeting scheduled for: May 22, 2014

I declare under penalty of perjury that the foregoing agenda was posted by 5:00 p.m. on March 21, 2014 at the following places:

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

Terri Tuck, Clerk
Yolo County LAFCo

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 telephone or otherwise 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 County LAFCo
625 Court Street, Room 203
Woodland, CA 95695

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



Consent **4.**

LAFCO

Meeting Date: 03/27/2014

Information

SUBJECT

Approve LAFCo Meeting Minutes of February 27, 2014

Attachments

Item 4-Minutes of 02/27/14

Form Review

Form Started By: Terri Tuck
Final Approval Date: 03/17/2014

Started On: 03/17/2014 12:52 PM

LOCAL AGENCY FORMATION COMMISSION of YOLO COUNTY

MEETING MINUTES

February 27, 2014

The Local Agency Formation Commission of Yolo County met on the 27th day of February 2014, at 9:00 a.m. in the Yolo County Board of Supervisors Chambers, 625 Court Street, Room 206, Woodland CA. Members present were Chair and Public Member Olin Woods, County Members Matt Rexroad and Don Saylor, and City Members Skip Davies and Bill Kristoff. Others present were Alternate Public Member Robert Ramming, Executive Officer Christine Crawford, Analyst Tracey Dickinson, Clerk Terri Tuck and Counsel Robyn Truitt Drivon.

Items № 1 and 2 Call to Order, Pledge of Allegiance and Roll Call

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

Executive Officer Christine Crawford led the Pledge of Allegiance

PRESENT: Davies, Kristoff, Rexroad, Saylor, Woods ABSENT: None

Item № 3 Public Comments

None

CONSENT

Item № 4 Approve LAFCo Meeting Minutes of October 24, 2013

Item № 5 Receive and File C & L Newsletter by Special Counsel Colantuono & Levin, a Professional Corporation

Item № 6 Review and File Yolo LAFCo's Financial Statement for Fiscal Year 2012/13 Prepared by the Yolo County Auditor Controller's Office

Minute Order 2013-36: Approves the recommended actions on Consent.

Approved by the following vote:

MOTION: Rexroad SECOND: Davies

AYES: Davies, Kristoff, Rexroad, Woods

NOES: None

ABSTAIN: None

ABSENT: Saylor

PUBLIC HEARING**Item No 7 Change of Organization to Dissolve the Yolo-Zamora Water District, Effective June 30, 2014 (LAFCo No 916)**

After a report by staff the Chair opened the Public Hearing. Comments were made by District Board Member Tom Hermle and citizen Janet Levers. The Public Hearing was closed.

Minute Order 2013-37: Approves the recommended actions by finding the project exempt from environmental review pursuant to CEQA §15061(b)(3), and adopting **Resolution 2014-01**, approving the Dissolution of the Yolo-Zamora Water District without an election or protest proceedings, effective June 30, 2014.

Before the Chair signs the resolution, staff was asked to check into the validity of Ms. Levers remarks and clarify paragraph five (5) of the resolution, that states, "...District has never had an allocation of water to provide as a service for agricultural irrigation purposes...". Ms. Levers stated that at the time the District was formed there was an allocation of water which was never distributed.

Approved by the following vote:

MOTION: Saylor SECOND: Davies

AYES: Davies, Kristoff, Rexroad, Saylor, Woods

NOES: None

ABSTAIN: None

ABSENT: None

Commissioner Saylor stepped up to the dais at 9:08 a.m.

REGULAR**Item No 8 Second Quarter Financial Update for Fiscal Year 2013/14 and Budget Adjustments**

Minute Order 2013-38: Approves the recommended actions by filing the Second Quarter Financial Update for Fiscal Year 2013/14, transferring \$33,499 from Appropriations for Contingency to the Salary and Benefits Major Object to pay for recently filled analyst position and the transfer of \$50,000 from Fund Balance into a restricted cash account for OPEB liability.

Approved by the following vote:

MOTION: Saylor SECOND: Rexroad

AYES: Davies, Kristoff, Rexroad, Saylor, Woods

NOES: None

ABSTAIN: None

ABSENT: None

Item No 9 **Consider and Adopt the Fiscal Year 2014/15 Work Plan as the Basis for the Draft Budget**

Minute Order 2013-39: Approves the recommended action.

Approved by the following vote:

MOTION: Saylor SECOND: Rexroad

AYES: Davies, Kristoff, Rexroad, Saylor, Woods

NOES: None

ABSTAIN: None

ABSENT: None

Item No 10 **Executive Officer's Report**

The Commission was given a report of the staff's activities for the period of October 21, 2013 through February 21, 2014 and was verbally updated on recent events relevant to the Commission.

Staff noted that there is state grant funding that will be available soon for broadband and that early next week there is a California Public Utility Commission (CPUC) consortium where Yolo will have an opportunity to show its priority areas and, hopefully, get on a list for funding and eligibility on those projects. Staff stated that the broadband strategic plan process was moving along and that approximately 600 residential and 80 business surveys and results have been turned in so far. Staff expects that the project will be finished by May with some outcomes and strategies for the community report coming out of that process.

Staff stated that the Animal Services Study, adopted by the Commission at its September 2013 meeting, moved forward for approval to the Board and councils asking whether or not they wanted to form a joint powers authority (JPA) for animal services. Because there was a concern about forming a JPA without knowing what the actual costs would be, the managers group decided they would issue a Request for Proposal (RFP) for potential service providers to see if a JPA would be viable. The group will bring the RFP results to their respective councils and Board for approval on whether to continue to move forward with the JPA or not depending on the RFP bid results.

Staff will help prepare the RFP but will not be issuing it, most likely that will come from one or more of the cities. Staff is also expecting to use its spending approval authority to issue a contract with Dr. Kate Hurley, Director of the UC Davis Koret Shelter Medicine Program, to advise on and review proposals for the RFP to ensure that it has all of the elements needed for the process.

Staff is in the initial stages of a viability study for a shared services procurement program with Yolo County agencies and is currently working with the CSUS graduate program to do a study on procurement.

Item № 11 Commissioner Comments

Commissioner Saylor commended the Executive Officer and LAFCo Analyst for the superb preparation of yesterday's Yolo Leaders Forum on Mental Health. Saylor stated that he believes attendees came away with a renewed awareness and a deeper understanding of the mental health system currently in place and where some gaps may be.

Item № 12 Adjournment

Minute Order 2013-40: By order of the Chair, the meeting was adjourned at 9:37am in memory of former Public Member H. Peter Faye, III.

Next Regular meeting is scheduled for March 27, 2014

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: 03/27/2014

Information

SUBJECT

Receive and File the March 2014 CALAFCO Quarterly

Attachments

Item 5-CALAFCO Quarterly

Form Review

Form Started By: Terri Tuck
Final Approval Date: 03/17/2014

Started On: 03/17/2014 12:54 PM



News from the Board of Directors

CALAFCO QUARTERLY

March 2014

2014 Staff Workshop Update

The 2014 Staff Workshop is scheduled for **April 23 - 25, 2014** at the



*Building Bridges to the Future:
Collaboration and Cooperation*

DoubleTree by Hilton in the Berkeley Marina. Our host for the workshop is Alameda LAFCo with support from the Bay area LAFCos, and the theme is ***Building Bridges to the Future: Collaboration and Cooperation***. The program is strong with a special luncheon speaker, Dr. Frances Malamud-Roam, co-author of the book titled, ***The West without Water: What Past Floods, Droughts, and Other Climatic Clues Tell Us about Tomorrow***. Registration is open and can be accessed through the CALAFCO website. Early registration discounted rates are available through March 21st, and hotel reservations should be made by March 31st for the best rates.

2014 Annual Conference Update

Mark your calendars for **OCTOBER 15 - 17, 2014** in Ontario! The host and program committees are under way beginning to plan another great annual conference. The theme for the conference is ***LAFCO The Next 50 Years: Shaping Communities of Tomorrow - Innovative Ideas Today***. Under the leadership of San Bernardino LAFCo's Commissioner Jim Curatalo, Executive Officer Kathy Rollings-McDonald, and Asst. EO Sam Martinez, the host committee is busy planning an exciting mobile workshop, pre-con activities, and even a few special surprises! The program committee, led by Marjorie Blom and Paul Novak, have begun the work of searching out speakers and selecting the highest value topics for another fantastic program. More information will follow.



CALAFCO U Courses for 2014

On February 13 in Ontario, CALAFCO held its first of four sessions for 2014. The session's topic was ***Navigating the New Protest Provisions: Charting Future Changes***. The schedule for the rest of the year is noted below (and can be found on the 2014 Calendar of Events, located on the CALAFCO website). All remaining sessions will be held at the CALAFCO offices in Sacramento:

- ◆ **June 16 - LAFCO Best Practices**
- ◆ **August 11 - Ag Mitigation**
- ◆ **December 8 - Legal Interpretations of C-K-H**

CALAFCO Board Actions

During their regular meeting on February 7, the Board addressed several administrative issues including:

- ◆ The Board considered the 2014-15 dues. CALAFCO Bylaws call for the dues to automatically increase annually by the state CPI, unless the Board takes action otherwise. After careful consideration, the Board did not take any action on this matter, which means the LAFCo member dues for the FY 2014-15 will be increased by the projected CPI of 1.5%.

- ◆ The Board adopted the CALAFCO 2014 Legislative Policies with the amendments as recommended by the Legislative Committee. The policies are available on the website. The Board also ratified the policies adopted by the Legislative Committee that codified existing practices of determining which legislative bills CALAFCO will track, and the respective priorities given to those bills.
- ◆ Accepted the 2014 Conflict of Interest Statements from all appropriate Board and staff.
- ◆ The Board began a conversation regarding the events sponsorship and Associate Member models currently in place within CALAFCO, and further discussion and consideration will be given to these two areas in the future.
- ◆ The November 7, 2014 scheduled Board meeting has been changed to November 14, 2014 and will be in Sacramento.
- ◆ The Board gave great consideration to the Legislative Committee's recommendations regarding the prioritization of CALAFCO's 2014 legislative platform, including potential future legislation regarding §56133 (service outside boundaries), Protest Provisions Phase II, Rev & Tax Code Section 99, Disincorporations, and JPAs. After much discussion, the Board made the decision to move forward with the exploration of legislation to address the antiquated legislation that governs disincorporations through an already-established sub-committee of the Leg. Committee; directed the Leg. Committee to explore potential legislative options around JPAs having greater accountability for public service delivery through LAFCo; and approved a sub-committee headed by Mike Ott and San Diego LAFCo to begin exploring the continuation of cleaning up the protest provisions within C-K-H. The Board determined that CALAFCO is not the appropriate entity to lead the changes needed in the Rev. & Tax Code, and suggested the Leg. Committee seek out the most appropriate entity. Furthermore, the Board, after much dialogue, decided that it was in the best interest of the overall membership of the Association to leave §56133 in its current form and not seek any amendments. The Board directed the Executive Director and Legal Counsel to draft a letter to the membership explaining this decision in detail, which will be completed and distributed by mid-March.

Legislative Activities

The legislature is in full swing of year two of the current two-year cycle. The deadline for bill introduction has passed and bills are now moving through the committee process. The draft C-K-H Omnibus bill is being prepared for stakeholder review, and contains ten items that address non-substantive issues within C-K-H. CALAFCO tracked bills are all located on the CALAFCO website and the report is updated daily. Top bills being tracked include:

- **AB 1521** – VLF - (Fox) *CALAFCO Support* – This bill addresses inhabited annexations, making whole those addressed currently in SB 69 (Roth) and future annexations. Eventually SB 69 is to be amended to address only incorporations, and at some point both bills will be joined.
- **AB 1527** – Drinking Water - (Perea) *CALAFCO Watch* – This bill mirrors AB 2238 (Perea, 2012), in its amended format of June 20, 2012, at which time CALAFCO had a Support position. Per the author’s office, this bill is being used as a placeholder as a vehicle for something that takes a stronger stand on the consolidation of water districts. Given the uncertainty of the intention, CALAFCO’s current position is Watch.
- **AB 1961** – Sustainable Farmland Strategy – (Eggman) *CALAFCO Watch* – this bill requires counties with at least 4% of their land designated as ag land to create a sustainable farmland strategy (SFS), and requires these counties to work with LAFCOs to assure plans/policies are compatible to the SFS. The bill further requires OPR to create guidelines for LAFCOs on their role in the preservation of agriculturally zoned lands when considering annexations.
- **AB 2156** – JPAs - (Achadjian) *CALAFCO Watch* – This bill would include JPAs among the agencies that LAFCo can obtain information from and include in MSRs. CALAFCO is working with the author’s office on potential language that aligns with what the Leg. Committee approved as potential legislation.
- **SB 69** - VLF – (Roth) *CALAFCO Support* – This bill contains the same language as SB 56 which stalled in the Senate in 2013. SB 69 was a gut/amend late on the last night of the 2013 session, and as a result CALAFCO did not take a position until the most recent Leg. Committee meeting.
- Spot bills being watched include **AB 1729** (Logue) and **SB 1001** (Knight).

The next meeting of the Leg. Committee is scheduled for March 21 in Ontario.



Public Hearings 6.

LAFCO

Meeting Date: 03/27/2014

Information

SUBJECT

Consider the Proposed LAFCo Budget for Fiscal Year 2014/15 and Set May 22, 2014 as the Public Hearing Date to Approve the Final Budget.

RECOMMENDED ACTION

1. Receive staff presentation on the Proposed Budget for Fiscal Year 2014/15.
2. Open the Public Hearing for public comments on the item.
3. Close the Public Hearing.
4. Consider the information presented in the staff report and during the Public Hearing. Discuss and direct staff to make any changes deemed appropriate.
5. Set May 22, 2014 as the Public Hearing to consider approving the Final LAFCo Budget for Fiscal Year 2014/15.

FISCAL IMPACT

The attached LAFCo budget includes proposed revenues and expenditures for LAFCo for the 2014/15 fiscal year (FY). This proposed budget maintains adequate support for the Commission to meet its responsibilities under the Cortese-Knox-Hertzberg (CKH) Act and the Shared Services Program for FY 14/15. Adopting a final budget in May will ensure LAFCo is adequately funded to meet its legal obligations and maintain the shared services program.

REASONS FOR RECOMMENDED ACTION

Yolo County LAFCo adopts an annual budget with notice to the four cities and Yolo County. In accordance with the CKH Act, a proposed budget must be adopted by May 1 and final budget by June 15 of each year. Following approval of the final budget and no later than July 1, the auditor requests payment from each agency. In order to meet these time lines, the final budget is scheduled to be adopted at the May 22, 2014 LAFCo Commission meeting and invoices will go out thereafter.

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

A more detailed table detailing the formula is attached for review (this agenda software program does not

handle tables well). In summary, the breakdown of agency apportionment of the LAFCo budget is as follows:

City of Davis 17.05%
City of West Sacramento 16.37%
City of Winters 1.61%
City of Woodland 14.96%
County of Yolo 50.00%

BACKGROUND

Revenues

The Revenues include anticipated income from other agencies, interest, and fees. The following lists the draft budget cost to each agency and increase amount from the last fiscal year.

City of Davis \$76,557 (increase of \$14,120)
City of West Sacramento \$73,501 (increase of \$13,608)
City of Winters \$7,230 (increase of \$1,326)
City of Woodland \$67,181 (increase of \$12,405)
County of Yolo \$224,469 (increase of \$41,469)

The draft budget would result in an 22.6% increase in agency costs, which is explained in detail below. However there is a Fund Balance available of \$43,405 which, if applied, would reduce the increase to 10.7%.

Fund Balance

There is currently \$183,405 in LAFCo's fund balance that is not currently appropriated. However, based on our last audit we have an estimated liability of \$50,000 for other post-employment benefits (OPEB) for the previous retired Executive Officer. At the February 2014 meeting the Commission approved moving these funds into a restricted cash account. Staff recently finalized an agreement with the County to share in these OPEB costs since the majority of the previous Executive Officer's employment was with Yolo County, but LAFCo will still need to have the liability recalculated by an actuary, presumably when LAFCo contracts for the next audit in FY 15/16. Per LAFCo's Administrative Policies and Procedures the Commission should strive to include a contingency budget equal to or greater than 20% of the overall budget. With the OPEB and contingency set aside, \$43,405 of the fund balance remains that could be used to offset agency costs.

Staff will have an opportunity to review the proposed budget and the available fund balance with the city and county managers on Friday, March 21, 2014 and staff will provide any updated recommendations if requested.

Expenditures

Salaries and Benefits

Overall, the total salary and benefits is projected to increase 10% from the current year's adjusted budget. This is due to:

- A projected 5% step increase for the Executive Officer
- Hiring a new half time Associate Management Analyst in the fall of 2013 who would also have a projected 5% step increase
- A 2% cost of living adjustment for all three LAFCo employees that was negotiated with the County

bargaining unit in which LAFCo staff is included

These salary increases have been assumed to provide a conservative budget estimate for the Commission, however please note that these increases are discretionary.

Services and Supplies

Overall, LAFCo related expenditures in services and supplies are projected to increase by 15% in the next fiscal year. Staff maintained or trimmed the proposed budget in individual accounts as much as reasonable to reflect actual costs to ensure there is no "fluff" in the budget.

The primary reason for a increase in services and supplies is due an increase in professional services. As discussed in last month's work plan, staff anticipates contracting out two relatively significant Municipal Service Reviews (MSRs) next fiscal year, one for all the fire protection districts and the other for the City of Davis including its associated County Service Areas (CSAs). The MSR we contracted for this year was \$42,000 so staff assumed 2 x \$40,000 = \$80,000 for the estimate. With the current workload in shared services, its unrealistic to complete these studies in house in addition to catching up on the MSRs staff is already behind on. LAFCo's commitment to shared services is a worthwhile effort, but it does require staff time and resources. Hopefully, the cities and County will concur that the value obtained is worth the cost.

Conclusion

The proposed budget maintains adequate support for the Commission to meet the responsibilities of the Cortese-Knox-Hertzberg (CKH) Act and the Shared Services Program. Overall, the expenditures have grown as the scale and scope of the shared services program continues to increase. The shared services program is LAFCo value-added but it does come at a cost. Ultimately, the Commission representing the cities and the County need to determine if the value is worth the additional cost.

Attachments

Item 6-ATTs A/B 2014/15 Proposed Budget

Item 6-ATT C City Apportionment

Item 6-ATT D 2014/15 MSR/SOI Schedule

Form Review

Inbox

Tracey Dickinson LAFCO
Christine Crawford
Form Started By: Christine Crawford
Final Approval Date: 03/20/2014

Reviewed By

Tracey Dickinson
Christine Crawford

Date

03/19/2014 03:17 PM
03/20/2014 10:08 AM
Started On: 03/18/2014 08:33 PM

PROPOSED LAFCO BUDGET - FINANCING SOURCES - SCHEDULE A
 FISCAL YEAR 2014/15
 FUND NO: 368

Attachment A

Account #	Account Name	FY 13/14 Revenue Budgeted	FY 14/15 Proposed Revenue	Net Change	Agency Apportionment FY 14/15
REVENUES					
82-4100	INTEREST	\$ 1,500	\$ 1,500	\$ -	
82-5820	OTHER GOVT AGENCY-COUNTY	\$ 183,000	\$ 224,469	\$ 41,469	50.00%
82-5821	OTHER GOVT AGENCY-WEST SACRAMENTO	\$ 59,893	\$ 73,501	\$ 13,608	16.37%
82-5822	OTHER GOVT AGENCY-WOODLAND	\$ 54,776	\$ 67,181	\$ 12,405	14.96%
82-5823	OTHER GOVT AGENCY-WINTERS	\$ 5,904	\$ 7,230	\$ 1,326	1.61%
82-5824	OTHER GOVT AGENCY-DAVIS	\$ 62,437	\$ 76,557	\$ 14,120	17.05%
82-6225	LAFCO FEES	\$ 6,000	\$ 3,000	\$ (3,000)	
82-7600	OTHER SALES				
	FUND BALANCE CONTINGENCY OFFSET	\$ 74,328	\$ 90,000	\$ 15,672	
					\$ 448,938.00
	TOTAL AGENCY FY 14/15 COST	\$ 366,010	\$ 448,938	\$ 82,928	
	TOTAL OTHER SOURCES	\$ 81,828	\$ 94,500	\$ 12,672	
	TOTAL FINANCING SOURCES	\$ 447,838	\$ 543,438	\$ 95,600	
FUND BALANCE					
	CURRENT FUND BALANCE	\$ 183,405			
	OPEB LIABILITY	\$ (50,000)			Per FY 11/12 Audit
	CONTINGENCY	\$ (90,000)			Contingency 20% per Admin Policy
	REMAINING FUND BALANCE AVAILABLE	\$ 43,405			

PROPOSED LAFCO BUDGET - FINANCING USES - SCHEDULE B
 FISCAL YEAR 2014/15
 FUND NO: 368

Attachment B

Account #	Account Name	FY 2013/14 Adjusted Budget	FY 14/15 Proposed Budget	Net Change	Explanation of Change
SALARIES AND BENEFITS					
86-1101	REGULAR EMPLOYEES	\$ 175,377	\$ 193,000	\$ 17,623	EO Step D to E 5% increase 6/2015*
86-1102	EXTRA HELP			\$ -	Assoc. Mgmt Analyst Step B to C 5% increase 4/2015*
86-1103	OVERTIME			\$ -	* Discretionary annual merit steps
86-1201	RETIREMENT	\$ 33,432	\$ 39,677	\$ 6,245	employees pay full 8% towards retirement
86-1202	OASDI	\$ 12,765	\$ 13,871	\$ 1,106	
86-1203	MEDICARE TAX	\$ 3,085	\$ 3,403	\$ 318	
86-1400	UNEMPLOYMENT INSURANCE	\$ 1,500	\$ 1,500	\$ -	
86-1500	WORKER'S COMPENSATION INSURANCE	\$ 1,500	\$ 1,500	\$ -	
86-1600	CAFETERIA PLAN BENEFITS	\$ 55,769	\$ 61,362	\$ 5,593	includes health, dental, vision, life insurance
86-1999	SALARY ALLOCATION/ADJUSTMENT	\$ (8,096)	\$ (10,227)	\$ (2,131)	reimbursement from County for 1/2 analyst benefits
	TOTAL SALARY & BENEFITS	\$ 275,332	\$ 304,086	\$ 28,754	new 1/2 time analyst
SERVICES AND SUPPLIES					
86-2090	COMMUNICATIONS	\$ 3,000	\$ 3,000	\$ -	
86-2130	FOOD	\$ 500	\$ 350	\$ (150)	
86-2202	INSURANCE - PUBLIC LIABILITY	\$ 1,000	\$ 1,000	\$ -	LAFCo's liability insurance through YCPARMA
86-2271	MAINTENANCE - EQUIPMENT	\$ 500	\$ 500	\$ -	
86-2330	MEMBERSHIPS	\$ 2,900	\$ 3,100	\$ 200	CALAFCO/APA dues increase
86-2360	MISCELLANEOUS	\$ 500	\$ 250	\$ (250)	
86-2390	OFFICE EXPENSE	\$ 1,000	\$ 750	\$ (250)	
86-2391	OFFICE EXPENSE - POSTAGE	\$ 750	\$ 500	\$ (250)	
86-2392	OFFICE EXPENSE - PRINTING	\$ 750	\$ 1,000	\$ 250	
86-2417	IT SERVICES - Dept System Maintenance	\$ 970	\$ 1,048	\$ 78	
86-2418	IT SERVICES - Enterprise/Resource/Planning	\$ 1,242	\$ 1,354	\$ 112	
86-2419	IT SERVICES - Connectivity	\$ 2,696	\$ 3,000	\$ 304	Cost to be finalized before final budget
86-2421	AUDITING & FISCAL SERVICES	\$ 6,000	\$ 6,000	\$ -	Set aside for audit per 3 yr cycle
86-2422	INFORMATION TECH SERVICES	\$ 400	\$ 400	\$ -	GIS Software License
86-2423	LEGAL SERVICES	\$ 10,500	\$ 7,500	\$ (3,000)	
86-2429	PROFESSIONAL & SPECIALIZED SERVICES	\$ 30,000	\$ 80,000	\$ 50,000	Assumes contracting out 2 MSRs @ \$40k each
	PROF SERVICES - SHARED SERVICES (SSP)	\$ 50,000	\$ 20,000	\$ (30,000)	Placeholder - future shared services studies unknown
86-2460	PUBLICATIONS & LEGAL NOTICES	\$ 1,500	\$ 1,500	\$ -	
86-2491	RENTS & LEASES - EQUIPMENT	\$ 1,500	\$ 1,500	\$ -	
86-2495	RECORDS STORAGE "ARCHIVES"	\$ 400	\$ 400	\$ -	
86-2548	TRAINING EXPENSE	\$ 10,000	\$ 12,000	\$ 2,000	New staff + air travel for conferences
86-2610	TRANSPORTATION & TRAVEL	\$ 1,500	\$ 2,000	\$ 500	
86-3102	PAYMENTS TO OTHER GOVT INSTITUTIONS	\$ 1,000	\$ 1,000	\$ -	Costs are charged back to applicants
	TOTAL SERVICES & SUPPLIES	\$ 128,608	\$ 148,152	\$ 19,544	
OTHER FINANCING USES					
86-6110	PC EQUIPMENT REPLACEMENT FUND	\$ 1,200	\$ 1,200	\$ -	Set aside to upgrade 3 computers every 4 yrs
86-9900	APPROPRIATIONS FOR CONTINGENCY	\$ 40,829	\$ 90,000	\$ 49,171	Last FY contingency \$74,328 (budget adjustment)
	TOTAL APPROPRIATIONS	\$ 445,969	\$ 543,438	\$ 97,469	

Agency Apportionment

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

The table below illustrates the formula and percentage apportionment of the Yolo LAFCo budget for this fiscal year. The percentages fluctuate slightly from year to year but overall remain relatively consistent. The latest Department of Finance population estimates are for January 1, 2013 and the latest report from the State Controller's Cities Annual Report is for FY 10/11. The Cities Annual Report for FY 11/12 is typically posted by now and if it becomes available before the May meeting, we will adjust the numbers below (but it only shifts the percentage one point or less typically).

Apportionment Formula and % Share of FY 2014-15 LAFCo Budget

Agency	% City Share of Tax Revenue	% City Share of Population	% Average of Revenue and Population	% of LAFCo Budget
Davis	31%	37%	34.11%	17.05%
West Sacramento	38%	28%	32.74%	16.37%
Winters	3%	4%	3.22%	1.61%
Woodland	28%	31%	29.93%	14.96%
Yolo County	n/a	n/a	n/a	50.0%
Totals	100%	100%	100%	100%

MSR/SOI Update Schedule - Adopted February 27, 2014

Approved
02/27/14

FY Scheduled	City/District	LAFCO №	Last Updated	Resolution #	5 Yr Update Due (FY)
2012/13	Wild Wings County Service Area #14	S-035			
2013/14	Esparto Community Services District	S-039	3/24/2003	2003-04	2007/08
	Madison-Esparto Regional County Service Area (MERCESA)	S-039	3/28/2005	2005-10	2009/10
	Madison Community Services District	S-039	6/23/2008	2008-04	2012/13
2013/14	Dunnigan County Service Area	S-019	2/27/2006	2006-01	2010/11
2013/14	Cacheville Community Services District	S-023	10/23/2006	2006-05	2011/12
2013/14	Knights Landing Community Services District	S-021	9/25/2006	2006-04	2011/12
	Knights Landing Cemetery District (Consider Combined Study)				
2014/15	Knights Landing Ridge Drainage District	S-001	3/28/2005	2005-05	2009/10
	Snowball County Service Area	S-021	3/27/2006	2006-02	2010/11
	Reclamation District 108 (Colusa)	S-001	3/28/2005	2005-05	2009/10
	Reclamation District 150	S-001	3/28/2005	2005-05	2009/10
	Reclamation District 307	S-001	3/28/2005	2005-05	2009/10
	Reclamation District 537	S-001	3/28/2005	2005-05	2009/10
	Reclamation District 730	S-001	3/28/2005	2005-05	2009/10
	Reclamation District 765	S-001	3/28/2005	2005-05	2009/10
	Reclamation District 785	S-001	3/28/2005	2005-05	2009/10
	Reclamation District 787	S-001	3/28/2005	2005-05	2009/10
	Reclamation District 827	S-001	3/28/2005	2005-05	2009/10
	Reclamation District 900	S-001	3/28/2005	2005-05	2009/10
	Reclamation District 999	S-001	3/28/2005	2005-05	2009/10
	Reclamation District 1600	S-001	3/28/2005	2005-05	2009/10
	Reclamation District 2035	S-001	3/28/2005	2005-05	2009/10
	2014/15	Capay Fire Protection District	S-008	12/2/2004	2004-11
Clarksburg Fire Protection District		S-025	6/25/2007	2007-06	2011/12
Dunnigan Fire Protection District		S-015	9/19/2005	2005-14	2009/10
East Davis Fire Protection District		S-026	12/10/2007	2007-08	2012/13
Elkhorn Fire Protection District		S-024	3/26/2007	2007-01	2011/12
Esparto Fire Protection District		S-009	10/25/2004	2004-08	2009/10
Knights Landing Fire Protection District		S-016	12/5/2005	2005-18	2010/11
Madison Fire Protection District		S-013	12/2/2004	2004-12	2009/10
No Man's Land Fire Protection District		S-026	12/10/2007	2007-08	2012/13
Springlake Fire Protection District		S-004	1/17/2003	2003-01	2007/08
West Plainfield Fire Protection District		S-028	12/10/2007	2007-09	2012/13
Willow Oak Fire Protection District		S-007	12/2/2004	2004-10	2009/10
Winters Fire Protection District	S-029	9/22/2008	2008-08	2013/14	
Yolo Fire Protection District	S-017	9/19/2005	2005-15	2010/11	
Zamora Fire Protection District	S-018	9/19/2005	2005-16	2010/11	
2014/15	Yolo County Resource Conservation District	S-030	5/12/2008	2008-03	2012/13
2014/15	City of Davis	S-027	6/23/2008	2008-05	2012/13
	El Macero County Service Area	S-027	6/23/2008	2008-05	2012/13
	Willowbank County Service Area	S-027	6/23/2008	2008-05	2012/13
	North Davis Meadows County Service Area	S-022	10/23/2006	2006-06	2011/12
2015/16	City of Winters	S-029	9/22/2008	2008-08	2013/14
2015/16	City of West Sacramento	S-031	1/26/2009	2009-01	2013/14
	Garcia Bend County Service Area	S-031	1/26/2009	2009-01	2013/14
2015/16	Sac - Yolo Port District	S-033	6/22/2009	2009-03	2013/14
2016/17	City of Woodland	S-034	3/28/2011	2011-02	2015/16
2016/17	Capay Cemetery District	S-036	5/16/2011	2011-03	2015/16
	Cottonwood Cemetery District	S-036	5/16/2011	2011-03	2015/16
	Davis Cemetery District	S-037	7/26/2012	2012-05	2017/18
	Knights Landing Cemetery District	S-036	5/16/2011	2011-03	2015/16
	Mary's Cemetery District	S-036	5/16/2011	2011-03	2015/16
	Winters Cemetery District	S-036	5/16/2011	2011-03	2015/16
2018/19	Dunnigan Water District	S-038	10/24/2013	2013-04	2018/19
	Yolo County Flood Control & Water Conservation District	S-038	10/24/2013	2013-04	2018/19



Executive Officer Report 7.

LAFCO

Meeting Date: 03/27/2014

Information

SUBJECT

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

- Cancelled April 17, 2014, LAFCo Meeting
 - Shared Services
 - Staff Activity Report - February 24 to March 21, 2014
-

Attachments

Item 7-Staff Activity Report

Form Review

Form Started By: Terri Tuck
Final Approval Date: 03/20/2014

Started On: 03/20/2014 09:22 AM

LAFCo Staff Activity Report

February 24 through March 21, 2014

Date	Meeting/Milestone	Comments
02/25/2014	Shared Services – Conference Call w/ Magellan Advisors	Developing priority communities for CASF
02/25/2014	Dunnigan CSA Board Meeting	Kickoff meeting for MSR
02/26/2014	Shared Services – Lunch meeting w/Dr. Kate Hurley (UC Davis Koret Shelter Medicine Program)	Discussed animal services RFP and her agreement to consult
02/26/2014	Shared Services – Yolo Leaders Forum on Mental Health	Organized and presented
03/03-03/04	Shared Services – Capitol Consortia Learning Summit	Gave presentation on Yolo broadband community priorities
03/05/2014	Shared Services – Conference Call w/ Magellan Advisors	Yolo Broadband Strategic Plan
03/05/2014	Shared Services – Planning Meeting with County for Special District Workshop	Attended
03/06/2014	Women's History Month Luncheon	Attended
03/06/2014	Shared Services – Woodland/County 2x2	Attended
03/07/2014	Shared Services – Yolo Broadband Working Group Meeting	Attended
03/07/2014	Memorial Service for H. Peter Faye	Attended
03/11/2014	Shared Services – Meeting with Rochelle Swanson (City of Davis)	Discussed Yolo Leaders topic for September
03/11/2014	Meeting w/Matt Rexroad	Wild Wings CSA
03/11/2014	Shared Services – Conference Call w/ Magellan Advisors	Yolo Projects for CPUC
03/12/2014	Shared Services – Special District Training Workshop	Presented
03/13/2014	Shared Services –Meeting w/Tara Thronson	Discussed broadband project updates and following meeting with Senator Wolk's staff

Date	Meeting/Milestone	Comments
03/13/2014	Shared Services – Meeting w/Tara Dias (Senator Wolk's office)	Discussed broadband infrastructure financing issues and recent concerns from El Macero residents
03/13/2014	Rotary Luncheon in Winters	Key Note speaker re annexation process
03/13/2014	Shared Services – Special District Training Workshop	Presented
03/14/2014	Lunch meeting w/Don Saylor	LAFCo Update
03/14/2014	Shared Services – Yolo Leaders Planning Committee Meeting	Planning topics for May/September 2014
03/17/2014	Shared Services – Meeting w/Patrick Blacklock, Evelyn Dale/other advocates	Animal Services Update
03/18/2014	Monthly Meeting w/Olin Woods	Agenda Review
03/18/2014	Going away lunch w/Steve Pinkerton (City of Davis)	Networking
03/19-03/21	Shared Services – 2nd Round of site visits between Magellan Advisors and local business stakeholders	Attended most broadband meetings (schedule attached)
03/21/2014	Shared Services – Yolo Managers Meeting	Attended
03/21/2014	Going away lunch w/David Morrison (County PPW)	Networking

Magellan Site Visit Schedule: March 19-21

	Wednesday, March 19th	Thursday, March 20th	Friday, March 21st
8:00 AM			
8:30 AM	<p align="center">Clark Pacific (with Spencer Burroughs) <i>CONFERENCE CALL</i> Bridge: 218.862.6420 Passcode: 538-3987 (Magellan, Woodland, and LAFCo staff to take call in person at LAFCo office- 625 Court St., Suite 203, Woodland) Contact: Spencer Burroughs (916) 869-0343</p>	<p align="center">UC Davis Real Estate 255 Cousteau Place Davis, CA Contact: Mark Rutheiser (530) 752-1616</p>	<p align="center">City/County Managers Meeting 625 Court Street, Suite 202 CAO Conference Room Woodland, CA Contact: Christine Crawford (530) 666-8048</p>
9:00 AM	<p>Yolo County Flood Control and Water Conservation District (YFCWCWD) 34274 State Highway 16 Woodland, CA Contact: Tim O'Halloran (530) 662-0265</p>		
9:30 AM			<p align="center">Los Rios Community College (Davis and West Sacramento Campus) 1115 W. Capital Ave. West Sacramento, CA Contact: Don Palm (530) 848-9831</p>
10:00 AM		<p align="center">Marrone Bio Innovations Dial-in: 1-857-232-0159 Conference code: 364266 Host 1875 (Magellan and Davis staff to take call together at Davis City Hall)</p>	
10:30 AM	<p align="center">Nugget Markets 168 Court Street Woodland, CA Contact: Matt Morley (530) 669-3308</p>		
11:00 AM		<p align="center">FMC/Schilling Robotics (with John Landon) MEETING BEGINS AT 11:15 260 Cousteau Place, Suite 200 Davis, CA</p>	
11:30 AM	<p align="center">Woodland Community College <i>CONFERENCE CALL</i> Bridge: 218.862.6420 Passcode: 538-3987 (Magellan, Woodland, and LAFCo staff to take call in person at LAFCo office- 625 Court St., Suite 203, Woodland) Contact: Chris Mejia 530-661-5776</p>		
12:00 PM			
12:30 PM			
1:00 PM			
1:30 PM	<p align="center">City of Winters/ PG&E Winters Public Safety Facility 700-702 Main Street Winters, CA Contact: Tracy Jensen (530) 794-6702</p>	<p align="center">DMG Mori 3805 Faraday Avenue Davis, CA Contact: Adam Hansel, CTO (530) 746-7400</p>	<p align="center">Nippon Shokken (with Chikara Kurosaki, COO) 1110 W. Capitol Ave., 3rd Floor West Sacramento, CA Contact: Diane Richards (916) 591-3426</p>
2:00 PM			
2:30 PM	<p align="center">Pacific Coast Producers (with Ernie Gibson) <i>CONFERENCE CALL</i> Bridge: 218.862.6420 Passcode: 538-3987 (Magellan, Woodland, and LAFCo staff to take call in person at LAFCo office- 625 Court St., Suite 203, Woodland) Contact: Alice Reed (209) 367-6277 or (209)367-6296</p>		<p align="center">California Department of General Services (Tricia Roman) and West Sacramento Economic Commission (Commission Chairman Vince Wetzel and Commissioner Andrew Sturmfels) 1110 W. Capitol Ave., 3rd Floor West Sacramento, CA Contact: Diane Richards (916) 591-3426</p>
3:00 PM		<p align="center">Old Sugar Mill 35265 Willow Avenue Clarksburg, CA Contact: Mary Tye (916) 744-1615 Ext. 8003</p>	<p align="center">J Burton & Associate (with Alex Mayou, James Burton, and Richard Heidt) 1110 W. Capitol Ave., 3rd Floor West Sacramento, CA Contact: Diane Richards (916) 591-3426</p>
3:30 PM	<p>Yolo Transportation District 350 Industrial Way Woodland, CA Contact: Terry Bassett and Chad Mikula (530) 666-2877</p>		
4:00 PM			
4:30 PM		<p align="center">Woodland Memorial Hospital Administrative Offices 1207 Fairchild Court Woodland, CA (Enter the building closest to Gibson Ave. Administration is on the right) Contact: William Algier, CFO</p>	
5:00 PM			
5:30 PM			