

LOCAL AGENCY FORMATION COMMISSION OF YOLO COUNTY

Regular Meeting AGENDA

July 24, 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)
BILL KRISTOFF (CITY MEMBER)
DON SAYLOR (COUNTY MEMBER)
CECILIA AGUIAR-CURRY (CITY MEMBER)

ALTERNATE COMMISSIONERS

ROBERT RAMMING (PUBLIC MEMBER)
JIM PROVENZA (COUNTY MEMBER)
ROCHELLE SWANSON (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 June 26, 2014
5. Review and file the July 2014 CALAFCO Quarterly
6. Receive information regarding the 2014 CALAFCO Annual Conference
7. Review and file the Fiscal Year (FY) 13/14 4th Quarter Financial Update

PUBLIC HEARINGS

8. Receive the staff presentation on the Cacheville Service District Municipal Service Review (MSR), open the Public Hearing for comments, close the Public Hearing, find the project is exempt from environmental review, adopt the MSR for the Cacheville Service District and find that no sphere of influence update is necessary at this time.

REGULAR AGENDA

9. Consider CALAFCO 2014 Achievement Award Nominations
10. Discuss and comment on the draft agenda for the Shared Services Workshop tentatively scheduled to immediately follow the regular Commission meeting on October 23, 2014

EXECUTIVE OFFICER'S REPORT

11. 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.

Shared Services

Staff Activity Report - June 23 to July 18, 2014

COMMISSIONER COMMENTS

12. 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

13. Adjournment

Next meeting scheduled for: September 25, 2014

I declare under penalty of perjury that the foregoing agenda was posted by 5:00 p.m. Friday, July 18, 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: 07/24/2014

Information

SUBJECT

Approve LAFCo Meeting Minutes of June 26, 2014

RECOMMENDED ACTION

Approve LAFCo Meeting Minutes of June 26, 2014.

Attachments

[Minutes of 06/26/14](#)

Form Review

Form Started By: Terri Tuck
Final Approval Date: 07/09/2014

Started On: 07/09/2014 02:37 PM

LOCAL AGENCY FORMATION COMMISSION of YOLO COUNTY

MEETING MINUTES

June 26, 2014

The Local Agency Formation Commission of Yolo County met on the 26th day of June 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 Bill Kristoff and Cecilia Aguiar-Curry. Others present were Executive Officer Christine Crawford, Analyst Tracey Dickinson and Clerk Terri Tuck.

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

Chair Woods called the Meeting to order at 9:03 a.m.

County Member Don Saylor led the Pledge of Allegiance

PRESENT: Aguiar-Curry, Kristoff, Rexroad, Saylor, Woods ABSENT: None

Item № 3 Public Comments

None

CONSENT

Item № 4 Approve LAFCo Meeting Minutes of May 22, 2014

Minute Order 2014-15: Approves the recommended action on Consent.

Approved by the following vote:

MOTION: Aguiar-Curry SECOND: Rexroad

AYES: Aguiar-Curry, Kristoff, Rexroad, Saylor, Woods

NOES: None

ABSTAIN: None

ABSENT: None

PUBLIC HEARING

Item № 5 Receive the Staff Presentation on the Wild Wings County Service Area Municipal Service Review (MSR), Open the Public Hearing for Comments, Close the Public Hearing, Find the Project is Exempt From Environmental Review and Adopt the MSR and Find That No Sphere of Influence Update is Necessary at This Time

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

Minute Order 2014-16: Approves the recommended actions by adopting **Resolution 2014-03.**

Approved by the following vote:

MOTION: Rexroad SECOND: Aguiar-Curry

AYES: Aguiar-Curry, Kristoff, Rexroad, Saylor, Woods

NOES: None

ABSTAIN: None

ABSENT: None

Item № 6 **Receive the Staff Presentation on the Dunnigan County Service Area Municipal Service Review and Sphere of Influence Update (MSR/SOI), Open the Public Hearing for Comments, Close the Public Hearing, Find the Project is Exempt From Environmental Review and Adopt the Dunnigan County Service Area MSR/SOI**

After a report by staff the Chair opened the Public Hearing. Comments were made by Dunnigan County Service Area Advisory Committee Member Erich Linse and County Service Area Manager Regina Espinoza. The Public Hearing was closed.

Minute Order 2014-17: Approves the recommended actions by adopting **Resolution 2014-04.**

Approved by the following vote:

MOTION: Saylor SECOND: Rexroad

AYES: Aguiar-Curry, Kristoff, Rexroad, Saylor, Woods

NOES: None

ABSTAIN: None

ABSENT: None

REGULAR

Item № 7 **Consider 2014 CALAFCO Board of Director Nominations for a County Member**

Minute Order 2014-18: Acknowledges that no one came forward to be nominated for a Board Seat on the CALAFCO Board.

As directed by Yolo LAFCo Administrative Policies and Procedures, the Commission designated Chair Woods and Commissioner Aguiar-Curry as the voting delegate designee and alternate, respectively, for the upcoming CALAFCO Board elections in October 2014.

Approved by the following vote:

MOTION: Saylor SECOND: Kristoff

AYES: Aguiar-Curry, Kristoff, Rexroad, Saylor, Woods

NOES: None

ABSTAIN: None

ABSENT: None

Item No 8 **Discuss and Provide Staff Direction Regarding Any Aspect of the Shared Services Workshop Tentatively Scheduled to Immediately Follow the September Meeting, Including Location, Attendees, Scope and Desired Outcomes**

Minute Order 2014-19: By consensus, the recommended actions were approved including the following directives:

1. A 2 hour workshop to take place at the Erwin Meier Administration Building immediately following the regular September LAFCo meeting; and,
2. That attendees would include representatives from the County and cities, including those cities not currently on the LAFCo rotation and city managers.

Approved by the following vote:

AYES: Aguiar-Curry, Kristoff, Rexroad, Saylor, Woods

Item No 9 **Adopt an Amendment to the Yolo LAFCo Administrative Policies and Procedures Section 5.7 Contingency Reserve to Change the Existing Policy Which Recommends an Amount Equal to 20% of the Overall Budget be Appropriated as Contingency to Instead Allow for a 5% Contingency and a 15% Reserve; and Amend the Final LAFCo Budget for FY 14/15 Account 86-9900 Appropriations for Contingency from \$90,000 to \$22,672, Accordingly**

Minute Order 2014-20: Approves the recommended action with the following language to amend the contingency policy:

5.7 CONTINGENCY AND RESERVE

The annual budget should strive to include a contingency ~~reserve~~ equal to ~~or greater than 20%~~ 5% of the overall budget, as determined by the Commission. An amount equal to 15% of the budget should be held in reserve. Funds budgeted in the contingency and reserve shall not be used or transferred to any other expense account without prior approval of the Commission.

Approved by the following vote:

MOTION: Aguiar-Curry SECOND: Saylor

AYES: Aguiar-Curry, 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 May 19 through June 20, 2014 and was verbally updated on recent events relevant to the Commission.

Staff stated that the Request for Proposals for contracting out for sheltering and animal control services will be released on Monday June 30, 2014.

Staff reported that the Broadband Strategic Plan was going well and that the draft report was expected by July 7, 2014 with the final to be complete by the end of July 2014.

Staff confirmed that Chair Woods and Commissioner Aguiar-Curry would be attending the 2014 CALAFCO Conference and that Commissioner Saylor, on behalf of the Sacramento Area Council of Governments (SACOG), would attend a Friday morning session as a panel member on the implementation of Rural-Urban Connections Strategy (RUCS).

Item No 11 Commissioner Comments

None

Item No 12 Closed Session

Public Employee Performance Evaluation
Government Code §54957
Position Title: Executive Officer

Public report of action taken in Closed Session (GC§54957.1)

There was nothing to report.

Item No 13 Adjournment

Minute Order 2014-21: By order of the Chair, the meeting was adjourned at 10:16am. To the next scheduled meeting of July 24, 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: 07/24/2014

Information

SUBJECT

Review and file the July 2014 CALAFCO Quarterly

RECOMMENDED ACTION

Review and file the July 2014 CALAFCO Quarterly.

Attachments

[CALAFCO Quarterly](#)

Form Review

Form Started By: Terri Tuck
Final Approval Date: 07/15/2014

Started On: 07/15/2014 09:34 AM



News from the Board of Directors CALAFCO QUARTERLY

July 2014

2014 Annual Conference Update

LAFCo: The Next 50 Years. Shaping Communities for Tomorrow With Innovative Ideas Today. The Program Committee has been busy planning and finalizing the program, which is shaping up to be quite diverse in topics and speakers. A detailed program will be made available once finalized. Registration information and a summary program are available on the CALAFCO website, as is the hotel reservation information. Registration is open and available.



Sponsorship opportunities are available and sponsorship packets are also located on the CALAFCO website. CALAFCO is working with the Ontario CVB for incentives for attendees such as discounted Disneyland tickets, and details will be provided to the membership when they become available. For now, mark your calendars and register for the annual conference in Ontario on **October 15 - 1, 2014**.

2014 CALAFCO Board Nominations and Elections

The nomination period is open through September 15 for nominations for the CALAFCO Board of Directors. Packets were distributed to the membership and are available on the CALAFCO website. Absentee ballot requests and voting delegate names are also due September 15, 2014.



2014 CALAFCO Achievement Awards

Nominations are being accepted for the 2014 achievement awards. Packets were distributed to the membership and are available on the CALAFCO website. Deadline to submit nominations is August 22, 2014.



2014 Staff Workshop Final Report

The CALAFCO annual Staff Workshop was held April 23 - 25 in Berkeley at the DoubleTree Berkeley Marina. The theme was **Building Bridges to the Future: Collaboration and Cooperation**. Final workshop reports, which were presented to the Board on July 11, indicate the workshop was a success both programmatically and financially. Overall the program was rated 5.3 out of 6.0. The workshop netted an 11.8% profit.



2015 Staff Workshop Announced

The 2015 Staff Workshop will be held in Grass Valley and hosted by Nevada LAFCo. The dates are April 15-17, 2015.



CALAFCO U Update

The next CALAFCO U is set in Sacramento on August 11 and is **LAFCos Role in Ag Resources, Mitigation & Preservation**. The session is open to all LAFCo staff, commissioners, associate members, and anyone whose agency deals with Ag preservation and LAFCos. Registration is available through the CALAFCO website.

There is one remaining CALAFCO U session in 2014 which will also be held in Sacramento. Mark your calendars for December 8 for **Legal Interpretations of C-K-H**.

CALAFCO Board Actions

During their regular meeting on July 11, the Board addressed several administrative issues including:

- ◆ Accepted the 4th quarter financial reports and FY 2013-2014 final close-out budget (which showed a net savings of \$14,083 for the year, and a carry-over into FY 14-15 of \$40,234);
- ◆ Approved the annual contract for CPA Services with Alta Mesa Group;
- ◆ Heard reports from the Achievement Awards Committee, Nomination Committee, and Conference Committee;
- ◆ Received staff's recommendation to reduce the number of standard CALAFCO U sessions offered annually to two (which will be supplemented on an as-needed basis) and directed staff to amend the Policy and Strategic Plan accordingly;
- ◆ Received a comprehensive legislative update, including hearing from several guest speakers on groundwater management (see notes below under AB 1739 and SB 1168);
- ◆ Approved the use of a small amount of contingency funds for one-time equipment purchases, an intern to scan CALAFCO records, and for legal assistance; and
- ◆ Amended a number of existing CALAFCO Policies including:
 - Conference and workshop guest registrations costs and credit carry-overs (the latter not being effective until 1-1-15);
 - CALAFCO U Policy (as previously noted herein);
 - Policy on reserve fund balance;
 - Legislative Committee membership.

A full report detailing all of the policy changes will be provided to the membership in early August.

Legislative Update

The Legislative Committee met in May and has another meeting scheduled July 25th. A great deal of time has been spent on addressing the sustainable groundwater management legislation, and several unexpected gut and amend bills. The legislature is currently in summer recess set to return August 4. Bills were being pushed through policy committees prior to recess to meet deadlines. Some of the hot bills CALAFCO has been tracking and working extensively on are noted below (a full report is available on the CALAFCO website and is updated daily):

- **AB 1527 (Perea) CALAFCO Support**. Was amended to remove all of CALAFCO's concerns, and during its last committee hearing was gut and amended to address several of the committee's concerns.

- **AB 2762, CALAFCO Sponsor.** CALAFCO's annual Omnibus bill, was signed by the Governor on July 9.
- **SB 614 (Wolk) Watch With Concerns.** Another gut/amend undertaken by the League to amend CKH and the Rev & Tax code relating to the annexation of Disadvantaged Unincorporated Communities (DUCs). CALAFCO worked closely with the Senator's staff for a month on making amendments that will eliminate much of CALAFCO's concerns. As recently as June 10 the final set of amendments were agreed upon and are in Leg Counsel for formal write-up. The bill will likely be amended on the Assembly floor in August.
- **AB 1739 (Dickinson) and SB 1168 (Pavley) CALAFCO Watch With Concerns.** These are the two pieces of groundwater management legislation. Additionally the Governor has published his own legislative proposal on the matter. CALAFCO has attended a number of stakeholder meetings and several large legislative hearings on these bills. CALAFCO expressed concerns on both bills through formal letters and during hearings. Although the legislature is in recess during July, stakeholder meetings continue on this subject with the end goal of the two authors and governor to get one bill that will address the intent of all three current proposals and meet the needs of stakeholders. During the 11 July Board meeting, the Board heard from Mr. Les Spahnn, Legislative Director for Assemblymember Dickinson; Mr. Ryan Bezerra, attorney for a number of water agencies and one of the attorneys who wrote the current version of AB 1739; and Mr. Matt Hurley, ACWA Board member and a member of the ACWA groundwater management task force. CALAFCO will continue to keep the Board and Legislative Committee involved in this important policy discussion. A session on groundwater management is scheduled for the annual conference in Ontario.

Other bills of note being tracked by CALAFCO include:

- **AB 1521 (Fox) CALAFCO Support**
- **AB 1729 (Logue) CALAFCO Support**
- **AB 2156 (Achadjian) Signed by Governor**
- **SB 69 (Roth) CALAFCO Support**



Consent 6.

LAFCO

Meeting Date: 07/24/2014

Information

SUBJECT

Receive information regarding the 2014 CALAFCO Annual Conference

RECOMMENDED ACTION

Receive information regarding the 2014 CALAFCO Annual Conference.

FISCAL IMPACT

The LAFCO budget includes appropriations to pay room, registration, travel and food costs for Commissioners and staff. The early registration cost for members is \$405. Hotel room rates for the conference are \$99 per night. The Mobile Workshop is \$45 which includes lunch and wine tasting. Please note that registration fees and hotel rates will increase after September 1st and there are a limited number of rooms held.

REASONS FOR RECOMMENDED ACTION

The CALAFCO Annual Conference will be held at the DoubleTree by Hilton Hotel Ontario Airport from October 15-17, 2014. Early registration rate payments for the conference must be received by September 1st. Staff will make all reservations for the conference if you plan to attend. Please contact staff at your earliest convenience, preferably by August 15th, if you wish to attend.

BACKGROUND

The CALAFCO Annual Conference is held for LAFCO Commissioners and staff to educate themselves on current statewide issues and activities. It also provides the opportunity to meet other LAFCO peers and discuss policy and approaches to improve practices, policies and procedures.

Attachments

[Conference Announcement](#)
[Mobile Workshop Flyer](#)

Form Review

Inbox

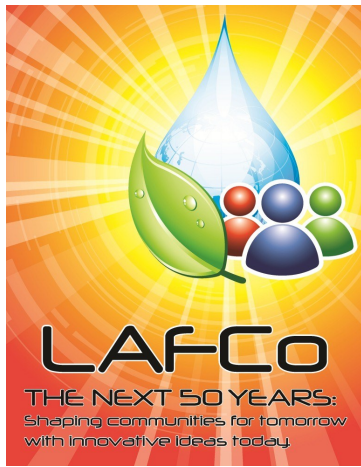
Christine Crawford
Form Started By: Terri Tuck
Final Approval Date: 07/09/2014

Reviewed By

Christine Crawford

Date

07/09/2014 01:07 PM
Started On: 07/07/2014 02:46 PM



Announcing...

The 2014 CALAFCO Annual Conference

Hosted by San Bernardino LAFCo












October 15-17, 2014

At the DoubleTree by Hilton Hotel Ontario Airport, Ontario, CA



DoubleTree by Hilton, Ontario, CA




Content Rich Sessions

-  Walking With Dinosaurs
-  Water Supply & Analysis: Policies and Practices
-  SOIs Aren't Really That Scary
-  LAFCos and Joint Power Authorities
-  Groundwater Basins: Governance Today and in the Future
-  Shared Services: Improving Service Delivery by Increasing Collaboration
-  Performance Evaluations: Do They Help or Hinder Performance?
-  LAFCos, MPOs and SB 375
-  Better Tools for Effectively Involving the Public in LAFCo Actions
-  Cyber Security: How Safe Is Your LAFCo?
-  Do We Need to Protect Our Mineral Resources?

Note: Sessions are tentative and subject to change

Make your reservations now at the DoubleTree by Hilton at the CALAFCO special rate of \$99. Find the link at www.calafco.org

Invaluable Opportunities for Networking

-  Roundtable discussions on current issues for LAFCo Commissioners, staff, counsel, and Associate members
-  8th CALAFCO Beer & Wine Competition and Reception
-  Networking breakfasts
-  Receptions

Special Highlights

Mobile Workshop

Visit the Frontier Project and winery tour and tasting at the Joseph Filippi Winery, followed by lunch at the Magic Lamp Inn (landmark diner on historical Route 66)

Wednesday from 8:00 a.m. to 12:45 p.m.

LAFCo 101

An introduction to LAFCo and LAFCo law for commissioners, staff, and anyone interested in learning more about LAFCo

Wednesday from 10:30 a.m. to Noon

Luncheon Keynote

Featuring
Randall W. Lewis,
Exec. VP of
Lewis Group of Companies
Thursday Luncheon

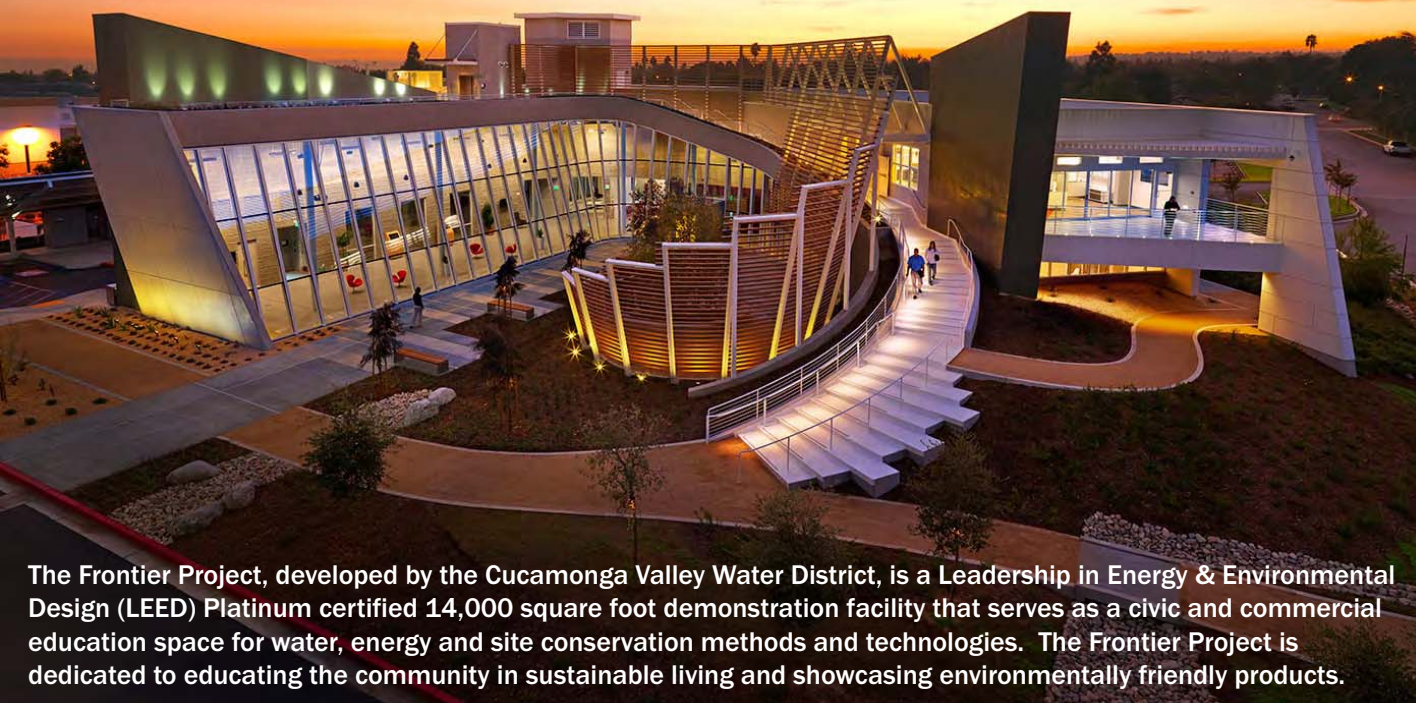


Mark your calendar and plan to attend!

CALAFCO ANNUAL CONFERENCE 2014

Mobile Workshop

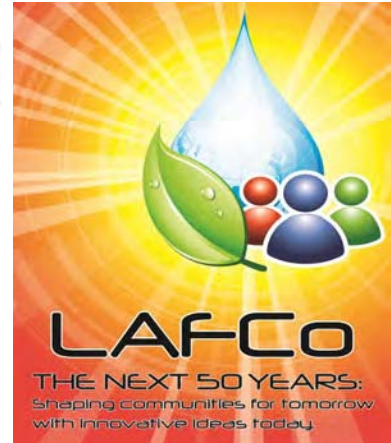
Wednesday, October 15, 2013, from 8:00 am -12:45 pm



The Frontier Project, developed by the Cucamonga Valley Water District, is a Leadership in Energy & Environmental Design (LEED) Platinum certified 14,000 square foot demonstration facility that serves as a civic and commercial education space for water, energy and site conservation methods and technologies. The Frontier Project is dedicated to educating the community in sustainable living and showcasing environmentally friendly products.

A TOUR OF THE FRONTIER PROJECT

FOLLOWED BY A WINERY TOUR & WINE TASTING EVENT AT THE FAMILY-OWNED J. FILIPPI WINERY, AND LUNCH AT THE MAGIC LAMP INN (A LANDMARK DINER ALONG OLD HISTORIC ROUTE 66)



PRE-REGISTER FOR THE MOBILE WORKSHOP (INCLUDES WINE TASTING & LUNCH) AT \$45 PER PERSON



LAFCO

Meeting Date: 07/24/2014

Information

SUBJECT

Review and file the Fiscal Year (FY) 13/14 4th Quarter Financial Update

RECOMMENDED ACTION

Review and file the Fiscal Year (FY) 13/14 4th 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 LAFCo's most recent audit as an additional safeguard to ensure sound financial management, given the small size of the LAFCo staff.

BACKGROUND

The LAFCo FY 2013/14 budget was adopted on May 23, 2014, and during the final quarter of the fiscal year LAFCo remained on or under target with regards to both revenues and expenditures.

Revenues

In total, LAFCo received 98.5% of its expected revenues for FY 13/14, largely through payments from government agencies. The portion of LAFCo's expected revenues that were not collected are attributed to investment earnings and fees for service. In FY 13/14 LAFCo only received one proposal (the Yolo-Zamora Water District Dissolution), and the Commission waived the fees due to financial hardship. The budget for FY 14/15 has been adjusted to reflect a lower expectation regarding LAFCo's collection of fees for service.

Expenditures

Overall, LAFCo expended only 79.1% of its annual budgeted costs for FY 13/14. LAFCo expended 94.3% of the Salary and Benefits appropriation, 67.2% of the Services and Supplies appropriation, and 79.6% of the Shared Services Initiative appropriation. Also, \$40,829 remains in the account for contingencies.

As discussed in the June 2014 Commission meeting, including a significant "appropriation for contingencies" in the annual budget skews the financial reports, creating the appearance that LAFCo has significantly under spent its budget. If the appropriation for contingencies has not been included in the FY 13/14 budget, LAFCo would have expended 87% of its total budgeted costs rather than the 79.1% that is currently being reported. This issue will be corrected in future budgets due to the revised reserve and contingency policy adopted by the Commission at the June 2014 meeting.

Other Post-Employment Benefits (OPEB)

The County recently began working on a strategy to fund its OPEB liability, which they anticipate will be fully implemented in FY 15/16. Part of this plan is to begin using a "pay-as-you-go" system, in which each department and affiliated organization is charged a prorated portion of the County's annual retiree premium payments, according to the payroll costs for each budget unit. LAFCo staff members are enrolled in the County's retirement system, which means that LAFCo will be impacted by this strategy.

The County originally believed that it would not begin implementing the strategy until FY 15/16, but in June made the decision to charge all departments with excess 13/14 or 14/15 funds for their department's proportion of the OPEB liability. Due to this decision, on June 30, 2014 the County removed \$7,302 from LAFCo's fund balance to pay for its portion of the FY13/14 OPEB premium. This was an unexpected expense, and was not appropriated in LAFCo's adopted budget.

The FY 14/15 adopted budget does not currently include an appropriation for this new OPEB charge, and staff expects to return

to the Commission at the September meeting with a recommended budget amendment. The County is currently unable to provide an estimate regarding the cost to LAFCo for FY 14/15, although they have stated that we can expect at least a 7% increase from the FY 13/14 cost. Staff expects that this entire cost will be offset by saving from Extra-Time Off purchased by the Executive Officer, but will provide more details at the September meeting.

Attachments

[ATT A to E-4th Qtr Financials](#)

Form Review

Inbox

Christine Crawford
Tracey Dickinson LAFCO
Tracey Dickinson LAFCO
Form Started By: Tracey Dickinson
Final Approval Date: 07/10/2014

Reviewed By

Christine Crawford
Tracey Dickinson
Tracey Dickinson

Date

07/09/2014 01:23 PM
07/09/2014 02:39 PM
07/10/2014 02:50 PM
Started On: 07/07/2014 01:38 PM

Fund	BU	CC	Acct	Account Name	Expenditure Budget Status through 6/30/14		Expenditures	Outstanding Encumbrance	Unencumbered Balance	Percent Approp Used
					Adopted Appropriation	Adjusted Appropriation				
368	3681		861101	REGULAR EMPLOYEES	\$155,826.00	\$189,325.00	\$162,796.74	\$0.00	\$26,528.26	86%
368	3681		861102	EXTRA HELP	\$0.00	\$0.00	\$3,753.00	\$0.00	(\$3,753.00)	0%
368	3681		861201	RETIREMENT	\$29,705.00	\$29,705.00	\$31,034.07	\$0.00	(\$1,329.07)	104%
368	3681		861202	O A S D I	\$11,044.00	\$11,044.00	\$12,709.08	\$0.00	(\$1,665.08)	115%
368	3681		861203	FICA/MEDICARE	\$2,682.00	\$2,682.00	\$2,972.27	\$0.00	(\$290.27)	111%
368	3681		861400	UNEMPLOYMENT INSURANCE	\$1,500.00	\$1,500.00	\$603.26	\$0.00	\$896.74	40%
368	3681		861500	WORKERS COMPENSATION INSURANCE	\$1,500.00	\$1,500.00	\$500.00	\$0.00	\$1,000.00	33%
368	3681		861600	CO CONT-OTHER FRINGE BENEFITS	\$39,576.00	\$39,576.00	\$52,176.75	\$0.00	(\$12,600.75)	132%
368	3681		861999	SALARIES ALLOC/ADJ	\$0.00	\$0.00	(\$6,790.25)	\$0.00	\$6,790.25	0%
368	3681		8610	Total SALARIES AND EMPLOYEE BENEFITS	\$241,833.00	\$275,332.00	\$259,754.92	\$0.00	\$15,577.08	94.3%
368	3681		862090	COMMUNICATIONS	\$3,000.00	\$3,000.00	\$2,097.77	\$0.00	\$902.23	70%
368	3681		862130	FOOD	\$500.00	\$500.00	\$175.11	\$0.00	\$324.89	35%
368	3681		862202	INSURANCE-PUBLIC LIABILITY	\$1,000.00	\$1,000.00	\$500.00	\$0.00	\$500.00	50%
368	3681		862271	MAINT-EQUIPMENT	\$500.00	\$500.00	\$391.93	\$0.00	\$108.07	78%
368	3681		862330	MEMBERSHIPS	\$2,900.00	\$2,900.00	\$2,920.00	\$0.00	(\$20.00)	101%
368	3681		862360	MISCELLANEOUS EXPENSE	\$500.00	\$500.00	\$313.24	\$0.00	\$186.76	63%
368	3681		862390	OFFICE EXPENSE	\$1,000.00	\$1,000.00	\$722.47	\$0.00	\$277.53	72%
368	3681		862391	OFFICE EXP-POSTAGE (OPTIONAL)	\$750.00	\$750.00	\$507.42	\$0.00	\$242.58	68%
368	3681		862392	OFFICE EXP-PRINTING (OPTIONAL)	\$750.00	\$750.00	\$1,018.37	\$0.00	(\$268.37)	136%
368	3681		862417	IT SERVICES-DPT SYS MAINT	\$970.00	\$970.00	\$364.00	\$0.00	\$606.00	38%
368	3681		862418	IT SERVICES-ERP	\$1,242.00	\$1,242.00	\$1,242.00	\$0.00	\$0.00	100%
368	3681		862419	IT SERVICES-CONNECTIVITY	\$2,696.00	\$2,696.00	\$2,696.00	\$0.00	\$0.00	100%
368	3681		862421	AUDITING & FISCAL SERVICES	\$6,000.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0%
368	3681		862422	INFORMATION TECHNOLOGY SERVICE	\$400.00	\$400.00	\$0.00	\$0.00	\$400.00	0%
368	3681		862423	LEGAL SERVICES	\$10,500.00	\$10,500.00	\$3,948.75	\$0.00	\$6,551.25	38%
368	3681		862429	PROFESSIONAL & SPECIALIZED SRV	\$80,000.00	\$30,000.00	\$24,048.84	\$0.00	\$5,951.16	80%
368	3681		862460	PUBLICATIONS & LEGAL NOTICES	\$1,500.00	\$1,500.00	\$979.05	\$0.00	\$520.95	65%
368	3681		862491	RENTS & LEASES-EQUIPMENT	\$1,500.00	\$1,500.00	\$1,330.40	\$0.00	\$169.60	89%
368	3681		862495	RECORDS STORAGE "ARCHIVES"	\$400.00	\$400.00	\$0.00	\$0.00	\$400.00	0%
368	3681		862520	SMALL TOOLS & MINOR EQUIPMENT	\$0.00	\$0.00	\$18.39	\$0.00	(\$18.39)	0%
368	3681		862548	TRAINING EXPENSE	\$10,000.00	\$10,000.00	\$7,422.34	\$0.00	\$2,577.66	74%
368	3681		862610	TRANSPORTATION & TRAVEL	\$1,500.00	\$1,500.00	\$1,444.07	\$0.00	\$55.93	96%
368	3681		8620	Total SERVICES AND SUPPLIES	\$127,608.00	\$77,608.00	\$52,140.15	\$0.00	\$25,467.85	67.2%
368	3681		863102	PAYMENTS TO OTH GOVT INSTIT	\$1,000.00	\$1,000.00	\$1,309.35	\$0.00	(\$309.35)	131%
368	3681		8630	Total OTHER CHARGES	\$1,000.00	\$1,000.00	\$1,309.35	\$0.00	(\$309.35)	130.9%
368	3681		866110	OPER TRANS OUT-EQUIP PRE-FUND	\$1,200.00	\$1,200.00	\$0.00	\$0.00	\$1,200.00	0%
368	3681		8660	Total OPERATING TRANSFERS OUT	\$1,200.00	\$1,200.00	\$0.00	\$0.00	\$1,200.00	0%
368	3681		869900	APPROP FOR CONTINGENCY	\$74,328.00	\$40,829.00	\$0.00	\$0.00	\$40,829.00	0%
368	3681		8690	Total PROVISIONS FOR CONTINGENCIES	\$74,328.00	\$40,829.00	\$0.00	\$0.00	\$40,829.00	0%
368	3681			CC Total NONE	\$445,969.00	\$395,969.00	\$313,204.42	\$0.00	\$82,764.58	79.1%
368	3681	SSP	862423	LEGAL SERVICES	\$0.00	\$0.00	\$708.75	\$0.00	(\$708.75)	0%
368	3681	SSP	862429	PROFESSIONAL & SPECIALIZED SRV	\$0.00	\$50,000.00	\$39,067.00	\$0.00	\$10,933.00	78%

368	3681	SSP	8620	Total SERVICES AND SUPPLIES	\$0.00	\$50,000.00	\$39,775.75	\$0.00	\$10,224.25	79.6%
368	3681	SSP		CC Total SHARED SERVICES INITIATIVE	\$0.00	\$50,000.00	\$39,775.75	\$0.00	\$10,224.25	79.6%
368	3681			BU Total LOCAL AGENCY FORMATION COMM	\$445,969.00	\$445,969.00	\$352,980.17	\$0.00	\$92,988.83	79.1%
368				FD Total LOCAL AGENCY FORMATION COMM	\$445,969.00	\$445,969.00	\$352,980.17	\$0.00	\$92,988.83	79.1%

					Revenue Budget Status through 6/30/14				
Fund	BU	CC	Account	Account Name	Adopted Estimated Revenue	Adjusted Estimated Revenue	Revenue Realized	Unrealized	Percent Revenues Realized
368	3681		824100	INVESTMENT EARNINGS	\$1,500.00	\$1,500.00	(\$998.88)	\$501.12	67%
368	3681		824199	INVESTMENT EARNINGS- RESTRICTED	\$0.00	\$0.00	(\$2.42)	(\$2.42)	0%
368	3681		8240	Total REVENUE FR USE OF MONEY & PROP	\$1,500.00	\$1,500.00	(\$1,001.30)	\$498.70	66.8%
368	3681		825820	OTHER GOVT AGENCY-OTH CO- CITYS	\$182,070.00	\$182,070.00	(\$182,070.00)	\$0.00	100%
368	3681		825821	OTHER GOVT AGENCY-WEST SAC	\$59,589.00	\$59,589.00	(\$59,589.00)	\$0.00	100%
368	3681		825822	OTHER GOVT AGCY-WOODLAND	\$54,488.00	\$54,488.00	(\$54,488.00)	\$0.00	100%
368	3681		825823	OTHER GOVT AGCY-WINTERS	\$5,874.00	\$5,874.00	(\$5,874.00)	\$0.00	100%
368	3681		825824	OTHER GOVT AGCY-DAVIS	\$62,120.00	\$62,120.00	(\$62,120.00)	\$0.00	100%
368	3681		8252	Total INTERGOVT REV-OTHER	\$364,141.00	\$364,141.00	(\$364,141.00)	\$0.00	100.0%
368	3681		826225	LAFCO FEES	\$6,000.00	\$6,000.00	(\$870.71)	\$5,129.29	15%
368	3681		8260	Total CHARGES FOR SERVICES	\$6,000.00	\$6,000.00	(\$870.71)	\$5,129.29	14.5%
368	3681			CC Total NONE	\$371,641.00	\$371,641.00	(\$366,013.01)	\$5,627.99	98.5%
368	3681			BU Total LOCAL AGENCY FORMATION COMM	\$371,641.00	\$371,641.00	(\$366,013.01)	\$5,627.99	98.5%
368				FD Total LOCAL AGENCY FORMATION COMM	\$371,641.00	\$371,641.00	(\$366,013.01)	\$5,627.99	98.5%

General Ledger April 1 - April 30, 2014							
Account	Date	Program	Description	Document	Debit	Credit	Balance
01-0000	04/01/2014	*****	CASH IN TREASURY		\$0.00	\$0.00	\$310,906.07
01-0000	04/01/2014		F.368/QTR3&4 ERP 2013-14	JE004553	\$0.00	\$621.00	\$310,285.07
01-0000	04/01/2014		3RD QUARTER FY 13/14 COPIES	JE004831	\$0.00	\$332.20	\$309,952.87
01-0000	04/01/2014		185-1 03/14 INTERNAL TELEPHONE	JE004863	\$0.00	\$127.44	\$309,825.43
01-0000	04/01/2014		JAN-MAR INTEREST APPORT	JE005224	\$357.65	\$0.00	\$310,183.08
01-0000	04/02/2014		WARRANTS	WA040214	\$0.00	\$225.12	\$309,957.96
01-0000	04/03/2014		POSTAGE MACHINE 13/14 3RD	JE004870	\$0.00	\$310.50	\$309,647.46
01-0000	04/03/2014		03/14 CAL CARD LAFCO-TTUCK	JE004874	\$0.00	\$12.96	\$309,634.50
01-0000	04/03/2014		03/14 CAL CARD LAFCO-CCRAWFORD	JE004874	\$0.00	\$137.64	\$309,496.86
01-0000	04/08/2014		PPE 3/22/14 T DICKINSON	JE004931	\$426.12	\$0.00	\$309,922.98
01-0000	04/08/2014		PPE 4/5/14 T DICKINSON	JE004936	\$426.12	\$0.00	\$310,349.10
01-0000	04/09/2014		WARRANTS	WA040914	\$0.00	\$3,640.00	\$306,709.10
01-0000	04/11/2014		04/05/14 Payroll	PR000174	\$0.00	\$11,443.17	\$295,265.93
01-0000	04/16/2014		WARRANTS	WA041614	\$0.00	\$137.44	\$295,128.49
01-0000	04/23/2014		WARRANTS	WA042314	\$0.00	\$105.45	\$295,023.04
01-0000	04/25/2014		04/19/14 Payroll	PR000182	\$0.00	\$11,443.18	\$283,579.86
01-0000	04/30/2014		GIS-COUNTY SERVICE AREAS	IB141498	\$0.00	\$156.00	\$283,423.86
01-0000	04/30/2014		WARRANTS	WA043014	\$0.00	\$391.16	\$283,032.70
			Ending Balance:		\$1,209.89	\$29,083.26	\$283,032.70
04-0000	04/01/2014	*****	RESTR CASH-OPEB		\$0.00	\$0.00	\$50,000.00
04-0000	04/01/2014		JAN-MAR INTEREST APPORT	JE005224	\$2.42	\$0.00	\$50,002.42
			Ending Balance:		\$2.42	\$0.00	\$50,002.42
40-0500	04/01/2014	*****	FUTURE LONG TERM DEBT REQUIRE		\$0.00	\$0.00	\$7,131.00
			Ending Balance:		\$0.00	\$0.00	\$7,131.00
60-0600	04/01/2014	*****	ACCRUED COMPENSATION ABSENCES		\$0.00	\$0.00	(\$7,131.00)
			Ending Balance:		\$0.00	\$0.00	(\$7,131.00)
71-0000	04/30/2014	*****	RESERVE FOR ENCUMBRANCES		\$0.00	\$0.00	(\$382.17)
			Ending Balance:		\$0.00	\$0.00	(\$382.17)
74-0001	04/01/2014	*****	COMMITTED-OPEB		\$0.00	\$0.00	(\$50,000.00)
74-0001	04/01/2014		JAN-MAR INTEREST APPORT	JE005224	\$0.00	\$2.42	(\$50,002.42)
			Ending Balance:		\$0.00	\$2.42	(\$50,002.42)
75-0000	04/01/2014	*****	FUND BALANCE AVAILABLE		\$0.00	\$0.00	(\$133,405.06)
75-0000	04/01/2014		JAN-MAR INTEREST APPORT	JE005224	\$2.42	\$0.00	(\$133,402.64)
			Ending Balance:		\$2.42	\$0.00	(\$133,402.64)
82-0000	04/30/2014	*****	REVENUE		\$0.00	\$0.00	(\$365,142.30)
			Ending Balance:		\$0.00	\$0.00	(\$365,142.30)
86-0000	04/30/2014	*****	EXPENDITURES		\$0.00	\$0.00	\$289,840.24
			Ending Balance:		\$0.00	\$0.00	\$289,840.24
91-0000	04/30/2014	*****	ESTIMATED REVENUES		\$0.00	\$0.00	\$371,641.00
			Ending Balance:		\$0.00	\$0.00	\$371,641.00
93-0000	04/30/2014	*****	APPROPRIATIONS		\$0.00	\$0.00	(\$445,969.00)
			Ending Balance:		\$0.00	\$0.00	(\$445,969.00)
95-0000	04/30/2014	*****	ENCUMBRANCES		\$0.00	\$0.00	\$382.17
			Ending Balance:		\$0.00	\$0.00	\$382.17

General Ledger May 1 - May 31, 2014							
Account	Date	Program	Description	Document	Debit	Credit	Balance
01-0000	05/01/2014	*****	CASH IN TREASURY		\$0.00	\$0.00	\$283,032.70
01-0000	05/01/2014		F.368/CONNECT/QTR3&4 2013-14	JE005354	\$0.00	\$1,348.00	\$281,684.70
01-0000	05/01/2014		185-1 03/14 INTERNAL TELEPHONE	JE005524	\$0.00	\$8.50	\$281,676.20
01-0000	05/01/2014		185-1 04/14 INTERNAL TELEPHONE	JE005537	\$0.00	\$129.93	\$281,546.27
01-0000	05/01/2014		185-1 04/14 INTERNAL TELEPHONE	JE005915	\$0.00	\$8.50	\$281,537.77
01-0000	05/05/2014		04/14 CAL CARD LAFCO-TTUCK	JE005421	\$0.00	\$27.04	\$281,510.73
01-0000	05/05/2014		04/14 CAL CARD LAFCO-CCRAWFORD	JE005421	\$0.00	\$700.25	\$280,810.48
01-0000	05/06/2014		2013/14 COURIER SERVICES	IB141515	\$0.00	\$29.00	\$280,781.48
01-0000	05/06/2014		LEGAL SRVCS 01/01-03/31/14	IB141517	\$0.00	\$1,653.75	\$279,127.73
01-0000	05/07/2014		APRIL 2014 SIGNAGE REQ	JE005474	\$0.00	\$34.67	\$279,093.06
01-0000	05/07/2014		WARRANTS	WA050714	\$0.00	\$8,120.00	\$270,973.06
01-0000	05/09/2014		05/03/14 Payroll	PR000187	\$0.00	\$11,259.28	\$259,713.78
01-0000	05/14/2014		WARRANTS	WA051414	\$0.00	\$78.62	\$259,635.16
01-0000	05/21/2014		WARRANTS	WA052114	\$0.00	\$105.45	\$259,529.71
01-0000	05/23/2014		05/17/14 Payroll	PR000197	\$0.00	\$11,259.26	\$248,270.45
01-0000	05/27/2014		499 LAFCO FEES DIST DISSOLUTN	JE005807	\$870.71	\$0.00	\$249,141.16
			Ending Balance:		\$870.71	\$34,762.25	\$249,141.16
04-0000	05/01/2014	*****	RESTR CASH-OPEB		\$0.00	\$0.00	\$50,002.42
			Ending Balance:		\$0.00	\$0.00	\$50,002.42
40-0500	05/01/2014	*****	FUTURE LONG TERM DEBT REQUIRE		\$0.00	\$0.00	\$7,131.00
			Ending Balance:		\$0.00	\$0.00	\$7,131.00
60-0600	05/01/2014	*****	ACCRUED COMPENSATION ABSENCES		\$0.00	\$0.00	(\$7,131.00)
			Ending Balance:		\$0.00	\$0.00	(\$7,131.00)
71-0000	05/31/2014	*****	RESERVE FOR ENCUMBRANCES		\$0.00	\$0.00	(\$276.72)
			Ending Balance:		\$0.00	\$0.00	(\$276.72)
74-0001	05/01/2014	*****	COMMITTED-OPEB		\$0.00	\$0.00	(\$50,002.42)
			Ending Balance:		\$0.00	\$0.00	(\$50,002.42)
75-0000	05/01/2014	*****	FUND BALANCE AVAILABLE		\$0.00	\$0.00	(\$133,402.64)
			Ending Balance:		\$0.00	\$0.00	(\$133,402.64)
82-0000	05/31/2014	*****	REVENUE		\$0.00	\$0.00	(\$366,013.01)
			Ending Balance:		\$0.00	\$0.00	(\$366,013.01)
86-0000	05/31/2014	*****	EXPENDITURES		\$0.00	\$0.00	\$324,602.49
			Ending Balance:		\$0.00	\$0.00	\$324,602.49
91-0000	05/31/2014	*****	ESTIMATED REVENUES		\$0.00	\$0.00	\$371,641.00
			Ending Balance:		\$0.00	\$0.00	\$371,641.00
93-0000	05/31/2014	*****	APPROPRIATIONS		\$0.00	\$0.00	(\$445,969.00)
			Ending Balance:		\$0.00	\$0.00	(\$445,969.00)
95-0000	05/31/2014	*****	ENCUMBRANCES		\$0.00	\$0.00	\$276.72
			Ending Balance:		\$0.00	\$0.00	\$276.72

**General Ledger
 June 1 - June 30, 2014**

Account	Date	Program	Description	Document	Debit	Credit	Balance
01-0000	06/01/2014	*****	CASH IN TREASURY		\$0.00	\$0.00	\$249,141.16
01-0000	06/01/2014		185-1 05/14 INTERNAL TELEPHONE	JE005994	\$0.00	\$127.11	\$249,014.05
01-0000	06/03/2014		05/14 CAL CARD LAFCO-TTUCK	JE005961	\$0.00	\$943.90	\$248,070.15
01-0000	06/03/2014		05/14 CAL CARD LAFCO-CCRAWFORD	JE005961	\$0.00	\$12.25	\$248,057.90
01-0000	06/04/2014		WARRANTS	WA060414	\$0.00	\$252.03	\$247,805.87
01-0000	06/06/2014		05/31/14 Payroll	PR000205	\$0.00	\$8,535.06	\$239,270.81
01-0000	06/11/2014		2013-14 UNEMPLOYMENT RECHARGE	JE006148	\$0.00	\$603.26	\$238,667.55
01-0000	06/11/2014		WARRANTS	WA061114	\$0.00	\$3,640.00	\$235,027.55
01-0000	06/18/2014		WARRANTS	WA061814	\$0.00	\$109.86	\$234,917.69
01-0000	06/20/2014		PPE 4/19/14 T DICKINSON	JE006330	\$426.13	\$0.00	\$235,343.82
01-0000	06/20/2014		06/14/14 Payroll	PR000208	\$0.00	\$11,258.35	\$224,085.47
01-0000	06/23/2014		PPE 5/03/14 T DICKINSON	JE006372	\$426.13	\$0.00	\$224,511.60
01-0000	06/23/2014		PPE 5/17/14 T DICKINSON	JE006373	\$426.13	\$0.00	\$224,937.73
01-0000	06/23/2014		PPE 5/31/14 T DICKINSON	JE006376	\$426.13	\$0.00	\$225,363.86
01-0000	06/23/2014		PPE 6/14/14 T DICKINSON	JE006377	\$426.13	\$0.00	\$225,789.99
01-0000	06/25/2014		WARRANTS	WA062514	\$0.00	\$233.06	\$225,556.93
			Ending Balance:		\$2,130.65	\$25,714.88	\$225,556.93
04-0000	06/01/2014	*****	RESTR CASH-OPEB		\$0.00	\$0.00	\$50,002.42
			Ending Balance:		\$0.00	\$0.00	\$50,002.42
40-0500	06/01/2014	*****	FUTURE LONG TERM DEBT REQUIRE		\$0.00	\$0.00	\$7,131.00
			Ending Balance:		\$0.00	\$0.00	\$7,131.00
60-0600	06/01/2014	*****	ACCRUED COMPENSATION ABSENCES		\$0.00	\$0.00	(\$7,131.00)
			Ending Balance:		\$0.00	\$0.00	(\$7,131.00)
74-0001	06/01/2014	*****	COMMITTED-OPEB		\$0.00	\$0.00	(\$50,002.42)
			Ending Balance:		\$0.00	\$0.00	(\$50,002.42)
75-0000	06/01/2014	*****	FUND BALANCE AVAILABLE		\$0.00	\$0.00	(\$133,402.64)
			Ending Balance:		\$0.00	\$0.00	(\$133,402.64)
82-0000	06/30/2014	*****	REVENUE		\$0.00	\$0.00	(\$366,013.01)
			Ending Balance:		\$0.00	\$0.00	(\$366,013.01)
86-0000	06/30/2014	*****	EXPENDITURES		\$0.00	\$0.00	\$348,186.72
			Ending Balance:		\$0.00	\$0.00	\$348,186.72
91-0000	06/30/2014	*****	ESTIMATED REVENUES		\$0.00	\$0.00	\$371,641.00
			Ending Balance:		\$0.00	\$0.00	\$371,641.00
93-0000	06/30/2014	*****	APPROPRIATIONS		\$0.00	\$0.00	(\$445,969.00)
			Ending Balance:		\$0.00	\$0.00	(\$445,969.00)

						Revenue Detail April 1 - June 30, 2014					
Date	FD	B/U	C/C	Account	Program	Vendor	Vendor Name	Description	Warrant Number	DOC #	Amount
04/01/2014	368	3681		824100		0	UNASSIGNED VENDOR	JAN-MAR INTEREST APPORT		JE005224	(\$357.65)
04/01/2014	368	3681		824199		0	UNASSIGNED VENDOR	JAN-MAR INTEREST APPORT		JE005224	(\$2.42)
05/27/2014	368	3681		826225		0	UNASSIGNED VENDOR	499 LAFCO FEES DIST DISSOLUTION		JE005807	(\$870.71)
											(\$1,230.78)

Expenditure Detail by Date April 1 - June 30, 2014										
Date	FD	BU	CC	ACCT	Vendor	Vendor Name	Description	WT #	DOC #	Amount
04/01/14	368	3681		862090	0	UNASSIGNED VENDOR	185-1 03/14 INTERNAL TELEPHONE	00000001	JE004863	\$127.44
04/01/14	368	3681		862392	0	UNASSIGNED VENDOR	3RD QUARTER FY 13/14 COPIES	00000001	JE004831	\$332.20
04/01/14	368	3681		862418	0	UNASSIGNED VENDOR	LAF/QTR3&4/ERP 2013-14	00000001	JE004553	\$621.00
04/02/14	368	3681		862390	29920	DSW HOLDINGS INC	INV 9951047 032014 03/20/14 PO	09421537	PO140083	\$6.20
04/02/14	368	3681		862491	29920	DSW HOLDINGS INC	INV 9951047 032014 03/20/14 PO	09421537	PO140083	\$5.00
04/02/14	368	3681		862610	35585	CHRISTINE CRAWFORD	2013/14 3RD QTR MILEAGE	09421471	CL089205	\$187.60
04/02/14	368	3681		862610	38204	TRACEY DICKINSON	2013/14 3RD QTR MILEAGE	09421472	CL089206	\$26.32
04/03/14	368	3681		862360	0	UNASSIGNED VENDOR	03/14 CAL CARD LAFCO-CCRAWFORD	00000001	JE004874	\$116.64
04/03/14	368	3681		862360	0	UNASSIGNED VENDOR	03/14 CAL CARD LAFCO-TTUCK	00000001	JE004874	\$4.32
04/03/14	368	3681		862360	0	UNASSIGNED VENDOR	03/14 CAL CARD LAFCO-TTUCK	00000001	JE004874	\$8.64
04/03/14	368	3681		862391	0	UNASSIGNED VENDOR	POSTAGE MACHINE 13/14 3RD	00000001	JE004870	\$310.50
04/03/14	368	3681		862610	0	UNASSIGNED VENDOR	03/14 CAL CARD LAFCO-CCRAWFORD	00000001	JE004874	\$7.50
04/03/14	368	3681		862610	0	UNASSIGNED VENDOR	03/14 CAL CARD LAFCO-CCRAWFORD	00000001	JE004874	\$13.50
04/08/14	368	3681		861999	0	UNASSIGNED VENDOR	PPE 3/22/14 T DICKINSON	00000001	JE004931	(\$426.12)
04/08/14	368	3681		861999	0	UNASSIGNED VENDOR	PPE 4/5/14 T DICKINSON	00000001	JE004936	(\$426.12)
04/09/14	368	3681	SSP	862429	38211	MAGELLAN ADVISORS, LLC	INV MA04021410 04/03/14	09421924	CL089386	\$3,640.00
04/11/14	368	3681		861101	99999	VARIOUS VENDORS	04/05/14 Payroll	00000003	PR000174	\$6,880.98
04/11/14	368	3681		861201	99999	VARIOUS VENDORS	04/05/14 Payroll	00000003	PR000174	\$1,311.74
04/11/14	368	3681		861202	99999	VARIOUS VENDORS	04/05/14 Payroll	00000003	PR000174	\$541.97
04/11/14	368	3681		861203	99999	VARIOUS VENDORS	04/05/14 Payroll	00000003	PR000174	\$126.73
04/11/14	368	3681		861600	99999	VARIOUS VENDORS	04/05/14 Payroll	00000003	PR000174	\$2,556.75
04/11/14	368	3681		862090	99999	VARIOUS VENDORS	04/05/14 Payroll	00000003	PR000174	\$25.00
04/16/14	368	3681		862271	3351	INLAND BUSINESS SYSTEMS INC	INV 06F825 04/10/14 PO140124	09422426	PO140124	\$137.44
04/23/14	368	3681		862491	33922	LYON FINANCIAL SVC UNDERWRITER	INV 251410627 04/12/14 PO14025	09422975	PO140255	\$105.45
04/25/14	368	3681		861101	99999	VARIOUS VENDORS	04/19/14 Payroll	00000003	PR000182	\$6,880.98
04/25/14	368	3681		861201	99999	VARIOUS VENDORS	04/19/14 Payroll	00000003	PR000182	\$1,311.73
04/25/14	368	3681		861202	99999	VARIOUS VENDORS	04/19/14 Payroll	00000003	PR000182	\$541.97
04/25/14	368	3681		861203	99999	VARIOUS VENDORS	04/19/14 Payroll	00000003	PR000182	\$126.75
04/25/14	368	3681		861600	99999	VARIOUS VENDORS	04/19/14 Payroll	00000003	PR000182	\$2,556.75
04/25/14	368	3681		862090	99999	VARIOUS VENDORS	04/19/14 Payroll	00000003	PR000182	\$25.00
04/30/14	368	3681		862390	29920	DSW HOLDINGS INC	INV9951047 041714 PO140083	09423411	PO140083	\$6.20
04/30/14	368	3681		862417	0	UNASSIGNED VENDOR	GIS-COUNTY SERVICE AREAS	00000001	IB141498	\$65.00
04/30/14	368	3681		862417	0	UNASSIGNED VENDOR	GIS-DWD/YCFCWCD SOI	00000001	IB141498	\$65.00
04/30/14	368	3681		862417	0	UNASSIGNED VENDOR	GIS-MTP LAYER	00000001	IB141498	\$26.00
04/30/14	368	3681		862491	29920	DSW HOLDINGS INC	INV 9951047 041714 PO140083	09423411	PO140083	\$5.00
04/30/14	368	3681		862548	27645	TERRI TUCK	CALAFCO STAFF WORKSHOP-TRAVEL	09423347	CL090765	\$156.64

Expenditures

Date	FD	BU	CC	ACCT	Vendor	Vendor Name	Description	WT #	DOC #	Amount
04/30/14	368	3681		862548	35585	CHRISTINE CRAWFORD	CALAFCO STAFF WORKSHOP-TRAVEL	09423345	CL090767	\$127.12
04/30/14	368	3681		862548	38204	TRACEY DICKINSON	CALAFCO STAFF WORKSHOP-TRAVEL	09423346	CL090758	\$96.20
05/01/14	368	3681		862090	0	UNASSIGNED VENDOR	185-1 03/14 INTERNAL TELEPHONE	00000001	JE005524	\$8.50
05/01/14	368	3681		862090	0	UNASSIGNED VENDOR	185-1 04/14 INTERNAL TELEPHONE	00000001	JE005537	\$129.93
05/01/14	368	3681		862090	0	UNASSIGNED VENDOR	185-1 04/14 INTERNAL TELEPHONE	00000001	JE005915	\$8.50
05/01/14	368	3681		862419	0	UNASSIGNED VENDOR	LAF/CONNECT/QTR3&4 2013-14	00000001	JE005354	\$1,348.00
05/05/14	368	3681		862330	0	UNASSIGNED VENDOR	04/14 CAL CARD LAFCO-CCRAWFORD	00000001	JE005421	\$620.00
05/05/14	368	3681		862390	0	UNASSIGNED VENDOR	04/14 CAL CARD LAFCO-TTUCK	00000001	JE005421	\$27.04
05/05/14	368	3681		862548	0	UNASSIGNED VENDOR	04/14 CAL CARD LAFCO-CCRAWFORD	00000001	JE005421	\$60.00
05/05/14	368	3681		862610	0	UNASSIGNED VENDOR	04/14 CAL CARD LAFCO-CCRAWFORD	00000001	JE005421	\$8.00
05/05/14	368	3681		862610	0	UNASSIGNED VENDOR	04/14 CAL CARD LAFCO-CCRAWFORD	00000001	JE005421	\$12.25
05/06/14	368	3681		862090	0	UNASSIGNED VENDOR	2013/14 COURIER SERVICES	00000001	IB141515	\$29.00
05/06/14	368	3681		862423	0	UNASSIGNED VENDOR	LEGAL SRVCS 01/01-03/31/14	00000001	IB141517	\$1,451.25
05/06/14	368	3681	SSP	862423	0	UNASSIGNED VENDOR	LEGAL SRVCS 01/01-03/31/14	00000001	IB141517	\$202.50
05/07/14	368	3681		862390	0	UNASSIGNED VENDOR	APRIL 2014 SIGNAGE REQ	00000001	JE005474	\$34.67
05/07/14	368	3681	SSP	862429	38211	MAGELLAN ADVISORS, LLC	INV MA05021408 05/04/14	09423764	CL091157	\$8,120.00
05/09/14	368	3681		861101	99999	VARIOUS VENDORS	05/03/14 Payroll	00000003	PR000187	\$6,735.72
05/09/14	368	3681		861201	99999	VARIOUS VENDORS	05/03/14 Payroll	00000003	PR000187	\$1,284.04
05/09/14	368	3681		861202	99999	VARIOUS VENDORS	05/03/14 Payroll	00000003	PR000187	\$533.09
05/09/14	368	3681		861203	99999	VARIOUS VENDORS	05/03/14 Payroll	00000003	PR000187	\$124.68
05/09/14	368	3681		861600	99999	VARIOUS VENDORS	05/03/14 Payroll	00000003	PR000187	\$2,556.75
05/09/14	368	3681		862090	99999	VARIOUS VENDORS	05/03/14 Payroll	00000003	PR000187	\$25.00
05/14/14	368	3681		862460	2213	THE DAVIS ENTERPRISE INC	AD#03546399-001 05/01/14	09424197	CL091213	\$78.62
05/21/14	368	3681		862491	33922	LYON FINANCIAL SVC UNDERWRITER	INV 253430425 05/13/04 PO14025	09424814	PO140255	\$105.45
05/23/14	368	3681		861101	99999	VARIOUS VENDORS	05/17/14 Payroll	00000003	PR000197	\$6,735.72
05/23/14	368	3681		861201	99999	VARIOUS VENDORS	05/17/14 Payroll	00000003	PR000197	\$1,284.04
05/23/14	368	3681		861202	99999	VARIOUS VENDORS	05/17/14 Payroll	00000003	PR000197	\$533.08
05/23/14	368	3681		861203	99999	VARIOUS VENDORS	05/17/14 Payroll	00000003	PR000197	\$124.67
05/23/14	368	3681		861600	99999	VARIOUS VENDORS	05/17/14 Payroll	00000003	PR000197	\$2,556.75
05/23/14	368	3681		862090	99999	VARIOUS VENDORS	05/17/14 Payroll	00000003	PR000197	\$25.00
06/01/14	368	3681		862090	0	UNASSIGNED VENDOR	185-1 05/14 INTERNAL TELEPHONE	00000001	JE005994	\$127.11
06/03/14	368	3681		862391	0	UNASSIGNED VENDOR	05/14 CAL CARD LAFCO-TTUCK	00000001	JE005961	\$152.40
06/03/14	368	3681		862548	0	UNASSIGNED VENDOR	05/14 CAL CARD LAFCO-TTUCK	00000001	JE005961	\$158.30
06/03/14	368	3681		862548	0	UNASSIGNED VENDOR	05/14 CAL CARD LAFCO-TTUCK	00000001	JE005961	\$316.60
06/03/14	368	3681		862548	0	UNASSIGNED VENDOR	05/14 CAL CARD LAFCO-TTUCK	00000001	JE005961	\$316.60
06/03/14	368	3681		862610	0	UNASSIGNED VENDOR	05/14 CAL CARD LAFCO-CCRAWFORD	00000001	JE005961	\$12.25
06/04/14	368	3681		862390	29920	DSW HOLDINGS INC	INV 9951047 051514 PO140083	09425656	PO140083	\$6.20
06/04/14	368	3681		862460	2213	THE DAVIS ENTERPRISE INC	AD#03546632-001 05/19/14	09425587	CL092352	\$117.75

Expenditures

Expenditure Account Detail - DL

Date	FD	BU	CC	ACCT	Vendor	Vendor Name	Description	WT #	DOC #	Amount
06/04/14	368	3681		862460	2213	THE DAVIS ENTERPRISE INC	AD#03546633-001 05/19/14	09425587	CL092352	\$123.08
06/04/14	368	3681		862491	29920	DSW HOLDINGS INC	INV 9951047 051514 PO140083	09425656	PO140083	\$5.00
06/06/14	368	3681		861101	99999	VARIOUS VENDORS	05/31/14 Payroll	00000003	PR000205	\$6,735.72
06/06/14	368	3681		861201	99999	VARIOUS VENDORS	05/31/14 Payroll	00000003	PR000205	\$1,284.04
06/06/14	368	3681		861202	99999	VARIOUS VENDORS	05/31/14 Payroll	00000003	PR000205	\$417.62
06/06/14	368	3681		861203	99999	VARIOUS VENDORS	05/31/14 Payroll	00000003	PR000205	\$97.68
06/11/14	368	3681		861400	0	UNASSIGNED VENDOR	2013-14 UNEMPLOYMENT RECHARGE	00000001	JE006148	\$603.26
06/11/14	368	3681	SSP	862429	38211	MAGELLAN ADVISORS, LLC	INV#MA06061405 06/06/14	09426091	CL093076	\$3,640.00
06/18/14	368	3681		862390	35006	CALIFORNIA NEWSPAPERS LP	SUB#39459 06/12/14	09426541	CL093502	\$109.86
06/20/14	368	3681		861101	99999	VARIOUS VENDORS	06/14/14 Payroll	00000003	PR000208	\$6,735.72
06/20/14	368	3681		861201	99999	VARIOUS VENDORS	06/14/14 Payroll	00000003	PR000208	\$1,284.04
06/20/14	368	3681		861202	99999	VARIOUS VENDORS	06/14/14 Payroll	00000003	PR000208	\$532.33
06/20/14	368	3681		861203	99999	VARIOUS VENDORS	06/14/14 Payroll	00000003	PR000208	\$124.51
06/20/14	368	3681		861600	99999	VARIOUS VENDORS	06/14/14 Payroll	00000003	PR000208	\$2,556.75
06/20/14	368	3681		861999	0	UNASSIGNED VENDOR	PPE 4/19/14 T DICKINSON	00000001	JE006330	(\$426.13)
06/20/14	368	3681		862090	99999	VARIOUS VENDORS	06/14/14 Payroll	00000003	PR000208	\$25.00
06/23/14	368	3681		861999	0	UNASSIGNED VENDOR	PPE 5/03/14 T DICKINSON	00000001	JE006372	(\$426.13)
06/23/14	368	3681		861999	0	UNASSIGNED VENDOR	PPE 5/17/14 T DICKINSON	00000001	JE006373	(\$426.13)
06/23/14	368	3681		861999	0	UNASSIGNED VENDOR	PPE 5/31/14 T DICKINSON	00000001	JE006376	(\$426.13)
06/23/14	368	3681		861999	0	UNASSIGNED VENDOR	PPE 6/14/14 T DICKINSON	00000001	JE006377	(\$426.13)
06/25/14	368	3681		862390	29920	DSW HOLDINGS INC	INV#9951047 061214 PO140083	09427724	PO140083	\$3.10
06/25/14	368	3681		862460	2213	THE DAVIS ENTERPRISE INC	AD#03546828-001 06/12/14	09427619	CL094287	\$119.51
06/25/14	368	3681		862491	29920	DSW HOLDINGS INC	INV#9951047 061214 PO140083	09427724	PO140083	\$5.00
06/25/14	368	3681		862491	33922	LYON FINANCIAL SVC UNDERWRITER	INV#255524969 06/12/2014 po140	09427760	PO140255	\$105.45
06/27/14	368	3681		862271	3351	INLAND BUSINESS SYSTEMS INC	liquidate at year end	00000000	PO140124	\$0.00
06/30/14	368	3681		862610	38204	TRACEY DICKINSON	2013/14 4TH QTR MILEAGE-LAFCO	09428181	CL095057	\$33.45
06/30/14	368	3681	SSP	862429	38211	MAGELLAN ADVISORS, LLC	INV#MA07011413 07/01/14	09428182	CL095059	\$4,760.00
							Total Budget Year Expenditures:			\$91,370.95
							Grand Total:			\$91,370.95

Expenditure Detail by Account April 1 - June 30, 2014										
Date	FD	BU	CC	Acct	Vendor	Vendor Name	Description	WT #	DOC #	Amount
04/11/14	368	3681		861101	99999	VARIOUS VENDORS	04/05/14 Payroll	00000003	PR000174	\$6,880.98
04/25/14	368	3681		861101	99999	VARIOUS VENDORS	04/19/14 Payroll	00000003	PR000182	\$6,880.98
05/09/14	368	3681		861101	99999	VARIOUS VENDORS	05/03/14 Payroll	00000003	PR000187	\$6,735.72
05/23/14	368	3681		861101	99999	VARIOUS VENDORS	05/17/14 Payroll	00000003	PR000197	\$6,735.72
06/06/14	368	3681		861101	99999	VARIOUS VENDORS	05/31/14 Payroll	00000003	PR000205	\$6,735.72
06/20/14	368	3681		861101	99999	VARIOUS VENDORS	06/14/14 Payroll	00000003	PR000208	\$6,735.72
							Account 3683681 861101		Total:	\$40,704.84
04/11/14	368	3681		861201	99999	VARIOUS VENDORS	04/05/14 Payroll	00000003	PR000174	\$1,311.74
04/25/14	368	3681		861201	99999	VARIOUS VENDORS	04/19/14 Payroll	00000003	PR000182	\$1,311.73
05/09/14	368	3681		861201	99999	VARIOUS VENDORS	05/03/14 Payroll	00000003	PR000187	\$1,284.04
05/23/14	368	3681		861201	99999	VARIOUS VENDORS	05/17/14 Payroll	00000003	PR000197	\$1,284.04
06/06/14	368	3681		861201	99999	VARIOUS VENDORS	05/31/14 Payroll	00000003	PR000205	\$1,284.04
06/20/14	368	3681		861201	99999	VARIOUS VENDORS	06/14/14 Payroll	00000003	PR000208	\$1,284.04
							Account 3683681 861201		Total:	\$7,759.63
04/11/14	368	3681		861202	99999	VARIOUS VENDORS	04/05/14 Payroll	00000003	PR000174	\$541.97
04/25/14	368	3681		861202	99999	VARIOUS VENDORS	04/19/14 Payroll	00000003	PR000182	\$541.97
05/09/14	368	3681		861202	99999	VARIOUS VENDORS	05/03/14 Payroll	00000003	PR000187	\$533.09
05/23/14	368	3681		861202	99999	VARIOUS VENDORS	05/17/14 Payroll	00000003	PR000197	\$533.08
06/06/14	368	3681		861202	99999	VARIOUS VENDORS	05/31/14 Payroll	00000003	PR000205	\$417.62
06/20/14	368	3681		861202	99999	VARIOUS VENDORS	06/14/14 Payroll	00000003	PR000208	\$532.33
							Account 3683681 861202		Total:	\$3,100.06
04/11/14	368	3681		861203	99999	VARIOUS VENDORS	04/05/14 Payroll	00000003	PR000174	\$126.73
04/25/14	368	3681		861203	99999	VARIOUS VENDORS	04/19/14 Payroll	00000003	PR000182	\$126.75
05/09/14	368	3681		861203	99999	VARIOUS VENDORS	05/03/14 Payroll	00000003	PR000187	\$124.68
05/23/14	368	3681		861203	99999	VARIOUS VENDORS	05/17/14 Payroll	00000003	PR000197	\$124.67
06/06/14	368	3681		861203	99999	VARIOUS VENDORS	05/31/14 Payroll	00000003	PR000205	\$97.68
06/20/14	368	3681		861203	99999	VARIOUS VENDORS	06/14/14 Payroll	00000003	PR000208	\$124.51
							Account 3683681 861203		Total:	\$725.02
06/11/14	368	3681		861400	0	UNASSIGNED VENDOR	2013-14 UNEMPLOYMENT RECHARGE	00000001	JE006148	\$603.26
							Account 3683681 861400		Total:	\$603.26
04/11/14	368	3681		861600	99999	VARIOUS VENDORS	04/05/14 Payroll	00000003	PR000174	\$2,556.75
04/25/14	368	3681		861600	99999	VARIOUS VENDORS	04/19/14 Payroll	00000003	PR000182	\$2,556.75
05/09/14	368	3681		861600	99999	VARIOUS VENDORS	05/03/14 Payroll	00000003	PR000187	\$2,556.75
05/23/14	368	3681		861600	99999	VARIOUS VENDORS	05/17/14 Payroll	00000003	PR000197	\$2,556.75
06/20/14	368	3681		861600	99999	VARIOUS VENDORS	06/14/14 Payroll	00000003	PR000208	\$2,556.75
							Account 3683681 861600		Total:	\$12,783.75
04/08/14	368	3681		861999	0	UNASSIGNED VENDOR	PPE 3/22/14 T DICKINSON	00000001	JE004931	(\$426.12)
04/08/14	368	3681		861999	0	UNASSIGNED VENDOR	PPE 4/5/14 T DICKINSON	00000001	JE004936	(\$426.12)

Date	FD	BU	CC	Acct	Vendor	Vendor Name	Description	WT #	DOC #	Amount
06/20/14	368	3681		861999	0	UNASSIGNED VENDOR	PPE 4/19/14 T DICKINSON	00000001	JE006330	(\$426.13)
06/23/14	368	3681		861999	0	UNASSIGNED VENDOR	PPE 5/03/14 T DICKINSON	00000001	JE006372	(\$426.13)
06/23/14	368	3681		861999	0	UNASSIGNED VENDOR	PPE 5/17/14 T DICKINSON	00000001	JE006373	(\$426.13)
06/23/14	368	3681		861999	0	UNASSIGNED VENDOR	PPE 5/31/14 T DICKINSON	00000001	JE006376	(\$426.13)
06/23/14	368	3681		861999	0	UNASSIGNED VENDOR	PPE 6/14/14 T DICKINSON	00000001	JE006377	(\$426.13)
							Account 3683681 861999		Total:	(\$2,982.89)
04/01/14	368	3681		862090	0	UNASSIGNED VENDOR	185-1 03/14 INTERNAL TELEPHONE	00000001	JE004863	\$127.44
04/11/14	368	3681		862090	99999	VARIOUS VENDORS	04/05/14 Payroll	00000003	PR000174	\$25.00
04/25/14	368	3681		862090	99999	VARIOUS VENDORS	04/19/14 Payroll	00000003	PR000182	\$25.00
05/01/14	368	3681		862090	0	UNASSIGNED VENDOR	185-1 03/14 INTERNAL TELEPHONE	00000001	JE005524	\$8.50
05/01/14	368	3681		862090	0	UNASSIGNED VENDOR	185-1 04/14 INTERNAL TELEPHONE	00000001	JE005537	\$129.93
05/01/14	368	3681		862090	0	UNASSIGNED VENDOR	185-1 04/14 INTERNAL TELEPHONE	00000001	JE005915	\$8.50
05/06/14	368	3681		862090	0	UNASSIGNED VENDOR	2013/14 COURIER SERVICES	00000001	IB141515	\$29.00
05/09/14	368	3681		862090	99999	VARIOUS VENDORS	05/03/14 Payroll	00000003	PR000187	\$25.00
05/23/14	368	3681		862090	99999	VARIOUS VENDORS	05/17/14 Payroll	00000003	PR000197	\$25.00
06/01/14	368	3681		862090	0	UNASSIGNED VENDOR	185-1 05/14 INTERNAL TELEPHONE	00000001	JE005994	\$127.11
06/20/14	368	3681		862090	99999	VARIOUS VENDORS	06/14/14 Payroll	00000003	PR000208	\$25.00
							Account 3683681 862090		Total:	\$555.48
04/16/14	368	3681		862271	3351	INLAND BUSINESS SYSTEMS INC	INV 06F825 04/10/14 PO140124	09422426	PO140124	\$137.44
06/27/14	368	3681		862271	3351	INLAND BUSINESS SYSTEMS INC	liquidate at year end	00000000	PO140124	\$0.00
							Account 3683681 862271		Total:	\$137.44
05/05/14	368	3681		862330	0	UNASSIGNED VENDOR	04/14 CAL CARD LAFCO- CCRAWEORD	00000001	JE005421	\$620.00
							Account 3683681 862330		Total:	\$620.00
04/03/14	368	3681		862360	0	UNASSIGNED VENDOR	05/14 CAL CARD LAFCO- CCRAWEORD	00000001	JE004874	\$116.64
04/03/14	368	3681		862360	0	UNASSIGNED VENDOR	03/14 CAL CARD LAFCO-TTUCK	00000001	JE004874	\$4.32
04/03/14	368	3681		862360	0	UNASSIGNED VENDOR	03/14 CAL CARD LAFCO-TTUCK	00000001	JE004874	\$8.64
							Account 3683681 862360		Total:	\$129.60
04/02/14	368	3681		862390	29920	DSW HOLDINGS INC	INV 9951047 032014 03/20/14 PO	09421537	PO140083	\$6.20
04/30/14	368	3681		862390	29920	DSW HOLDINGS INC	INV9951047 041714 PO140083	09423411	PO140083	\$6.20
05/05/14	368	3681		862390	0	UNASSIGNED VENDOR	04/14 CAL CARD LAFCO-TTUCK	00000001	JE005421	\$27.04
05/07/14	368	3681		862390	0	UNASSIGNED VENDOR	APRIL 2014 SIGNAGE REQ	00000001	JE005474	\$34.67
06/04/14	368	3681		862390	29920	DSW HOLDINGS INC	INV 9951047 051514 PO140083	09425656	PO140083	\$6.20
06/18/14	368	3681		862390	35006	CALIFORNIA NEWSPAPERS LP	SUB#39459 06/12/14	09426541	CL093502	\$109.86
06/25/14	368	3681		862390	29920	DSW HOLDINGS INC	INV#9951047 061214 PO140083	09427724	PO140083	\$3.10
							Account 3683681 862390		Total:	\$193.27
04/03/14	368	3681		862391	0	UNASSIGNED VENDOR	POSTAGE MACHINE 13/14 3RD	00000001	JE004870	\$310.50
06/03/14	368	3681		862391	0	UNASSIGNED VENDOR	05/14 CAL CARD LAFCO-TTUCK	00000001	JE005961	\$152.40
							Account 3683681 862391		Total:	\$462.90
04/01/14	368	3681		862392	0	UNASSIGNED VENDOR	3RD QUARTER FY 13/14 COPIES	00000001	JE004831	\$332.20
							Account 3683681 862392		Total:	\$332.20
04/30/14	368	3681		862417	0	UNASSIGNED VENDOR	GIS-COUNTY SERVICE AREAS	00000001	IB141498	\$65.00

Date	FD	BU	CC	Acct	Vendor	Vendor Name	Description	WT #	DOC #	Amount
04/30/14	368	3681		862417	0	UNASSIGNED VENDOR	GIS-DWD/YCFWCDC SOI	00000001	IB141498	\$65.00
04/30/14	368	3681		862417	0	UNASSIGNED VENDOR	GIS-MTP LAYER	00000001	IB141498	\$26.00
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							Account 3683681 862418		Total:	\$621.00
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							Account 3683681 862419		Total:	\$1,348.00
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06/04/14	368	3681		862460	2213	THE DAVIS ENTERPRISE INC	AD#03546632-001 05/19/14	09425587	CL092352	\$117.75
06/04/14	368	3681		862460	2213	THE DAVIS ENTERPRISE INC	AD#03546633-001 05/19/14	09425587	CL092352	\$123.08
06/25/14	368	3681		862460	2213	THE DAVIS ENTERPRISE INC	AD#03546828-001 06/12/14	09427619	CL094287	\$119.51
							Account 3683681 862460		Total:	\$438.96
04/02/14	368	3681		862491	29920	DSW HOLDINGS INC	INV 9951047 032014 03/20/14 PO	09421537	PO140083	\$5.00
04/23/14	368	3681		862491	33922	LYON FINANCIAL SVC UNDERWRITER	INV 251410627 04/12/14 PO14025	09422975	PO140255	\$105.45
04/30/14	368	3681		862491	29920	DSW HOLDINGS INC	INV 9951047 041714 PO140083	09423411	PO140083	\$5.00
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							Account 3683681 862491		Total:	\$336.35
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04/30/14	368	3681		862548	35585	CHRISTINE CRAWFORD	CALAFCO STAFF WORKSHOP- TRAVEL	09423345	CL090767	\$127.12
04/30/14	368	3681		862548	38204	TRACEY DICKINSON	CALAFCO STAFF WORKSHOP- TRAVEL	09423346	CL090758	\$96.20
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06/30/14	368	3681		862610	38204	TRACEY DICKINSON	2013/14 4TH QTR MILEAGE-LAFCO	09428181	CL095057	\$33.45
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Date	FD	BU	CC	Acct	Vendor	Vendor Name	Description	WT #	DOC #	Amount
05/06/14	368	3681	SSP	862423	0	UNASSIGNED VENDOR	LEGAL SRVCS 01/01-03/31/14	00000001	IB141517	\$202.50
							Account 3683681SSP 862423		Total:	\$202.50
04/09/14	368	3681	SSP	862429	38211	MAGELLAN ADVISORS, LLC	INV MA04021410 04/03/14	09421924	CL089386	\$3,640.00
05/07/14	368	3681	SSP	862429	38211	MAGELLAN ADVISORS, LLC	INV MA05021408 05/04/14	09423764	CL091157	\$8,120.00
06/11/14	368	3681	SSP	862429	38211	MAGELLAN ADVISORS, LLC	INV#MA06061405 06/06/14	09426091	CL093076	\$3,640.00
06/30/14	368	3681	SSP	862429	38211	MAGELLAN ADVISORS, LLC	INV#MA07011413 07/01/14	09428182	CL095059	\$4,760.00
							Account 3683681SSP 862429		Total:	\$20,160.00
							Total Budget Year Expenditures:			\$91,370.95
							Grand Total:			\$91,370.95



LAFCO

Meeting Date: 07/24/2014

Information

SUBJECT

Receive the staff presentation on the Cacheville Service District Municipal Service Review (MSR), open the Public Hearing for comments, close the Public Hearing, find the project is exempt from environmental review, adopt the MSR for the Cacheville Service District and find that no sphere of influence update is necessary at this time.

RECOMMENDED ACTION

1. Receive staff presentation on the Cacheville Service District MSR.
2. Open the Public Hearing for public comments on this 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 necessary changes.
5. Find that the project is exempt from environmental review pursuant to Section 15262.
6. Adopt the Municipal Service Review for the Cacheville Service District and find that no Sphere of Influence Update is necessary.

FISCAL IMPACT

This MSR was prepared "in-house" by staff and such resource costs were included in the annual budget. Adopting the MSR will not result in a fiscal impact.

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. Staff conducted a MSR for the Cacheville Service District (attached), and recommends that the Commission determine that an updated SOI is not necessary for the CSD at this time.

BACKGROUND

District Profile and Background

Cacheville Community Services District (CSD) provides domestic water and street lighting services to the town of Yolo, which is approximately 89 acres in size, and located four miles north of the City of Woodland. The Cacheville CSD was formed on September 8, 1970, and was originally given the ability to provide water and wastewater services to the town of Yolo. However, the District never utilized its power to provide wastewater services, as the community uses private septic tanks for wastewater disposal in the area. The District added street lighting services in 1978, and acts as a pass through agency with Pacific Gas and Electric Company (PG&E) for street lighting.

The District's SOI is coterminous with the District's boundaries, and there have been no annexations or changes to the District's boundaries since its formation. The most recent MSR/SOI for the District was completed in 2006.

The District is governed by a five member Board of Directors that meets the first Wednesday of every month at 6:00 pm at the

Yolo Community Center. The District employs one part-time Clerk who provides bookkeeping and billing services, and one part-time Water Distribution Operator (the part-time position is shared between two people). The District also contracts for legal services with the law firm Gardner, Janes, Nakken, Hugo & Nolan.

Municipal Service Overview

MSRs are designed to equip LAFCo with information to guide decision making regarding agency boundaries and the provision of efficient government services. LAFCo has broad discretion regarding the scope of the study including determining the geographic or agency focus of the report and identifying alternatives for improving the efficiency, cost-effectiveness, accountability and reliability of public services.

Overall, the MSR finds that the Cacheville Service District is performing its municipal service responsibilities at a sufficient level, and there is no need for LAFCo to take any actions pertaining to the District's boundaries or Sphere of Influence at this time. The MSR determines that there is no expected growth in the community that might impact service delivery; there are no issues with disadvantaged unincorporated communities being passed over for essential municipal services; the District provides adequate municipal services; the Board of Directors is meeting regularly in compliance with public meeting laws; the District is operated efficiently; and there are no opportunities for shared services or cost savings that are not already being utilized.

The report does identify several internal District issues pertaining to financial management and the capacity of the current water system. The District appears to be aware of these issues, and recommendations regarding how these issues can be further addressed are include in the MSR determinations below.

Municipal Service Determinations

The CKH Act requires that MSRs make written determinations on seven topics. Of these seven study areas, LAFCo identified three (Capacity and Adequacy; Financial Ability; and Accountability) that might indicate the need for additional action, such as changes in policy, practices, or organizational structure. The MSR determinations are listed below. A more in-depth discussion on each topic can be found in the attached MSR.

1. Growth and Population

At this time the town of Yolo is not projected to experience any significant development or population growth that might impact the District's ability to deliver water or street lighting services. The County of Yolo 2030 Countywide General Plan does currently designate land for potential development outside of the District's existing territory, but there are no development plans at this time, and this MSR assumes no development in the foreseeable future.

2. Disadvantaged Unincorporated Communities

The Cacheville Service District provides municipal water service to the inhabited unincorporated town of Yolo, which is considered a disadvantaged unincorporated community (DUC). The community is served with municipal water and fire protection services, but does not currently receive wastewater services. Instead, the community relies on private septic tanks for its wastewater needs. Yolo County Environmental Health Services has indicated there are no concerns regarding septic systems failing in Yolo. There is no adjacent or nearby agency that provides sewer service (the City of Woodland is closest at approximately four miles away) and the town of Yolo is not being passed over due to its DUC status.

3. Capacity and Adequacy of Public Facilities and Services

LAFCo currently has no concerns regarding the Cacheville Service District's present or future capacity to offer street lighting services, nor does LAFCo have concerns about the adequacy of street lighting or domestic water services offered by the District at this time.

The existing water system has the ability to meet the current supply needs, but falls short of meeting fire flow requirements, and requires additional infrastructure to ensure its capacity and reliability. Suggested improvements for the system include upsizing the pipeline diameters throughout the system to resolve fire flow issues, upsizing the water pump to improve flow through the system, and purchasing a backup power source to improve reliability during power outages. These recommended improvements are all very costly, and are currently not within the financial capacity of the District. The water system will also require significant improvements to meet future growth needs, should a development plan for the town of Yolo be approved.

Recommendations:

- LAFCo encourages the District to implement the suggested improvements in the Yolo County 2011 Final Facility Master Plan (including upsizing the pipeline diameters throughout the system, upsizing the water pump, and purchasing a backup power source) as funding allows.

4. Financial Ability

The Cacheville Service District engages in sound financial management practices, including adopting an annual budget each year, operating within its revenues, and developing a healthy reserve for unexpected infrastructure maintenance or replacement needs. The District charges a reasonable monthly rate, does not have any debt, and appears to maintain appropriate budget practices despite its lack of financial policies. The District does not have any financial policies other than guidelines for its budget development process. While LAFCo is not currently concerned about the lack of financial policies given the strong financial management practices of the District, the District's Board of Directors may wish to consider adopting formal policies to ensure its continued financial stability.

The greatest financial hurdle that the District currently faces is the need for upgraded infrastructure to improve its fire flows and ensure reliability during power outages. These improvements are very costly, and the District has expressed that it is not in a financial position to undertake these improvements at this time.

Recommendations:

- LAFCo encourages the District to pursue potential grant opportunities, as well as to continue building its reserve, and to conduct the recommended system improvements (including upsizing the pipeline diameters throughout the system, upsizing the water pump, and purchasing a backup power source) as funding becomes available.
- In preparation for future growth or staff turnover, the District's Board of Directors should consider adopting formal financial policies that reflect its strong financial management practices, to ensure its continued financial stability in the event of staff turnover.

5. Shared Services and Facilities

LAFCo staff is not aware of any opportunities for shared services or alternate governance options for the Cacheville Service District that might reduce costs, increase efficiencies, make excess capacity available to others, or avoid duplicative efforts.

6. Accountability, Structure and Efficiencies

The Cacheville Service District has frequent, publicly accessible meetings that are well publicized in accordance with the Brown Act. There appear to be no issues with filling Board of Directors vacancies. The District adopts annual budgets and completes annual audit reports. There are no recommended changes to the organizations structure that would enhance services or eliminate deficiencies or redundancies in services. There are no overlapping boundaries that confuse the public and cause service inefficiencies.

Recommendations:

- LAFCo encourages the District to consider establishing a website to enhance public outreach when the District is in a financial position to do so. Should a website be established, LAFCo also encourages the District to post budgets and audits on the site to increase ease of access for residents.

7. Other Issues

LAFCo has not identified any additional issues related to effective or efficient service delivery that might be resolved in this MSR.

Sphere of Influence

Spheres of Influence are intended to indicate the probable physical boundaries and service area of a district, as well as to define any areas where future annexations may occur. The CKH Act requires that LAFCo provide written determinations regarding five topic areas prior to updating a district's SOI.

However, based on the results of the MSR, staff is not recommending an SOI update for the Cacheville Service District in this review. LAFCo is not aware of any development proposals or requests by adjacent landowners to connect to the municipal services of the District for any health and safety issues, and the District's Board of Directors has indicated that they are not interested in altering their SOI boundaries at this time.

Public/Agency Involvement

LAFCo staff has taken several steps to allow for public and stakeholder involvement in the MSR/SOI process for the Cacheville Service District. While researching the MSR, staff conducted outreach with several stakeholders including the District's Board of Directors and staff, staff from the Yolo County Board of Supervisors District 5 Office and Yolo County Environmental Health Services.

On June 12, 2014 a "Notice of Availability of Draft MSR/SOI and Public Hearing" was released by LAFCo and published in the Davis Enterprise, 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 that include the town of Yolo and no written comments have been received to date. Staff did receive one phone call from the Yolo County Resource Conservation District and they indicated no concerns with the MSR.

CEQA

Adopting a MSR could potentially be considered a discretionary action subject to CEQA. However, no SOI Update is proposed at this time. Therefore, staff recommends that adopting the MSR is exempt from environmental review per CEQA Guidelines SECTION 15262 which indicates that adopting planning studies that do not commit the agency to future actions are exempt from CEQA.

Attachments

Reso 2014-05 for Cacheville CSD MSR/SOI

Draft Cacheville CSD MSR/SOI

Form Review

Inbox

Christine Crawford
Tracey Dickinson LAFCO
Christine Crawford
Tracey Dickinson LAFCO
Form Started By: Tracey Dickinson
Final Approval Date: 07/10/2014

Reviewed By

Tracey Dickinson
Tracey Dickinson
Christine Crawford
Tracey Dickinson

Date

07/09/2014 02:49 PM
07/09/2014 03:51 PM
07/09/2014 03:57 PM
07/10/2014 09:10 AM
Started On: 06/30/2014 04:25 PM

LOCAL AGENCY FORMATION COMMISSION OF YOLO COUNTY

Resolution № 2014-05

**A Resolution Approving the Municipal Service Review for the Cacheville Service District and Finding that No Sphere of Influence Update is Necessary
LAFCo Proceeding S-040**

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

WHEREAS, Section 56425 et seq. provides that the local agency formation commission in each county shall develop and determine the sphere of influence of each local governmental agency within the county, and enact policies designed to promote the logical and orderly development of areas within the spheres of influence, as more fully specified in Sections 56425 et seq.; and,

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

WHEREAS, in 2013, the Yolo County Local Agency Formation Commission (LAFCo) undertook to conduct a review of the municipal services and sphere of influence of the Cacheville Service District; and,

WHEREAS, based on the results of the MSR staff has determined that an SOI update for the Cacheville Service District is not necessary in this review, as staff is not aware of any development proposals or requests by adjacent landowners to connect to the municipal services of the District for any health or safety issues, and the District's Board of Directors has expressed that they are not interested in altering their SOI boundaries at this time; and,

WHEREAS, staff has reviewed the Municipal Service Review pursuant to the California Environmental Quality Act (CEQA) and determined that the MSR is exempt from environmental review per CEQA Guidelines Section 15262 which indicates that adopting planning studies that do not commit the agency to future actions are exempt from CEQA; and, based thereon, the Executive Officer prepared a Notice of Exemption; and,

WHEREAS, the Executive Officer set a public hearing for July 24, 2014 for consideration of the environmental review and the draft Municipal Service Review 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 July 24, 2014, the draft Municipal Service Review came on regularly for hearing before LAFCo, at the time and place specified in the Notice; and,

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

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

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

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED that the Yolo County Local Agency Formation Commission hereby:

1. States that each of the foregoing recitals is true and correct.
2. Determines that the project is exempt from CEQA pursuant to Section 15262 which indicates that adopting planning studies that do not commit the agency to future actions are exempt from CEQA; and directs the Executive Officer to prepare and file a Notice of Exemption with the County Recorder.
3. Adopts Resolution 2014-05 approving the Municipal Service Review for the Cacheville Service District as set forth in Exhibit A attached hereto and incorporated herein by this reference, and finds that no Sphere of Influence Update is necessary, subject to the following findings and recommendations:

FINDINGS

1. Finding: The Project is exempt from CEQA in accordance with CEQA Guidelines Section 15262, which indicates that adopting planning studies that do not commit the agency to future actions are exempt from CEQA. A Notice of Exemption will be filed with the County Recorder.

Evidence: The project includes adoption of a Municipal Services Review, but finds that no Sphere of Influence Update is necessary at this time. This study is simply a review of municipal services, the adoption of which will not commit the

District, County or LAFCo to changes in land use, construction or other improvements.

2. Finding: Approval of the Municipal Service Review and finding that no Sphere of Influence Update is necessary 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/SOI and all applicable Yolo LAFCo policies and adopted Standards for Evaluation. The MSR includes written determinations as required by Section 56430 of the Cortese Knox Hertzberg Local Government Act.

RECOMMENDATIONS

1. LAFCo encourages the District to implement the suggested improvements in the Yolo County 2011 Final Facility Master Plan (including upsizing the pipeline diameters throughout the system, upsizing the water pump, and purchasing a backup power source) as funding allows.
2. LAFCo encourages the District to pursue potential grant opportunities, as well as to continue building its reserve, and to conduct the recommended system improvements (including upsizing the pipeline diameters throughout the system, upsizing the water pump, and purchasing a backup power source) as funding becomes available.
3. The District's Board of Directors should consider adopting formal financial policies that reflect its strong financial management practices, to ensure its continued financial stability in the event of staff turnover.
4. LAFCo encourages the District to considering establishing a website to enhance public outreach when the District is in a financial position to do so. Should a website be established, LAFCo also encourages the District to post budgets and audits on the site to increase ease of access for residents.

PASSED AND ADOPTED by the Local Agency Formation Commission, County of Yolo, State of California, this 24th day of July, 2014, by the following vote:

Ayes: Aguiar-Curry, Kristoff, Rexroad, Saylor, Woods

Noes:

Abstentions:


Absent:

Olin Woods, Chair
Yolo County Local Agency Formation Commission

Attest:

Christine Crawford, Executive Officer
Yolo County Local Agency Formation Commission

Approved as to form:

By: 
Robyn Drivon, Commission Counsel

2014

PUBLIC REVIEW DRAFT

MUNICIPAL SERVICE REVIEW AND
SPHERE OF INFLUENCE STUDY

FOR THE

Cacheville Service District





Project Name: MSR/SOI for Cacheville Service District

LAFCo Project No. S-040

Conducted By: Yolo Local Agency Formation Commission
625 Court Street, Suite 203
Woodland, CA 95695

Date: June 2014

Subject Agency: Cacheville Service District

Agency Address: P.O. Box 268
Yolo, CA 95698

Agency Contact Person: Jim Nolan (Secretary)

Phone Number: (530) 662-0587

**Date of Last MSR/SOI
Adopted by LAFCo** October 23, 2006

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MSR/SOI BACKGROUND

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 their broader county area, 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. In Yolo County, a SOI generally has two planning lines. One is the 10-year boundary which includes the area that may likely be annexed within 10 years, while the 20-year boundary is anticipated to accommodate boundary expansions over a 20-year horizon.

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, 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).

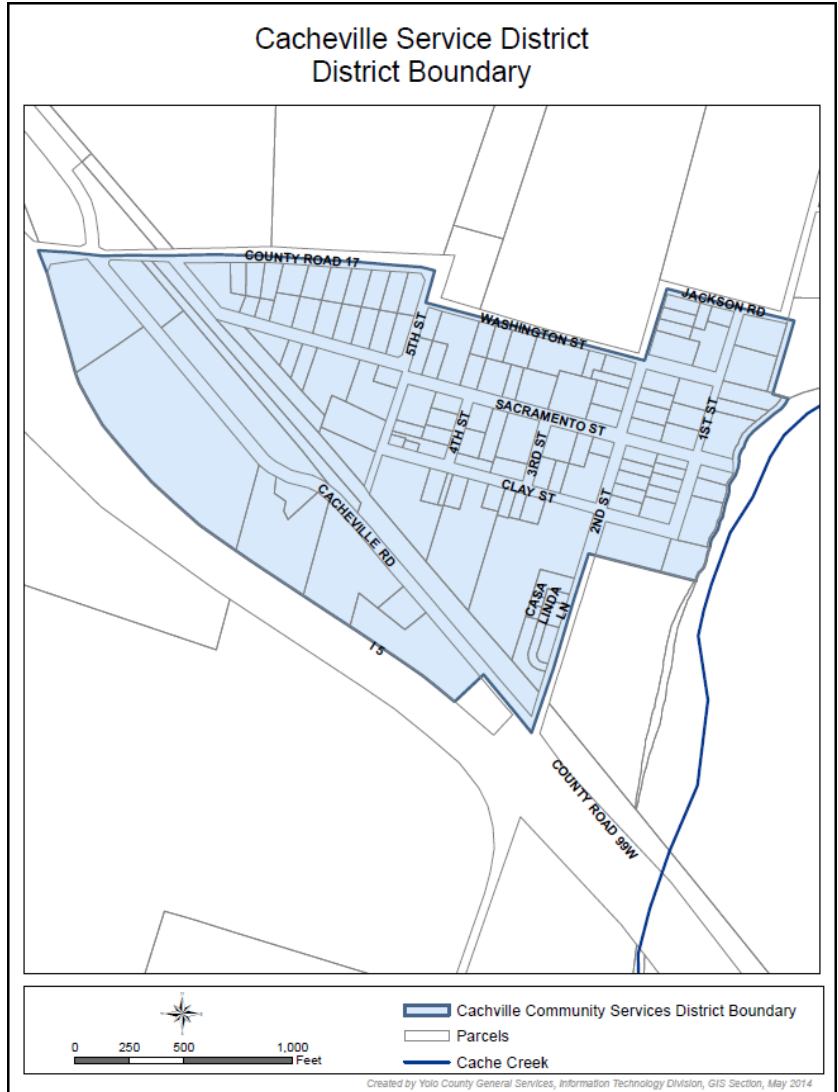
ORGANIZATION OF MSR/SOI STUDY

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

Cacheville Community Services District (CSD) provides domestic water and street lighting services to the town of Yolo, which is approximately 89 acres in size, and located four miles north of the City of Woodland. The town of Yolo is located along County Road 99W and the Union Pacific Railroad, south of County Road 17 and Washington Street, west of Cache Creek and County Road 98, and north of County Road 97B and Interstate 5. The town was originally a small farming community known as Cacheville.



Municipal Services

The Cacheville CSD was formed on September 8, 1970, and was originally given the ability to provide water and wastewater services to the town of Yolo. However, the District never utilized its power to provide wastewater services, as the community uses private septic tanks for wastewater disposal in the area. The District added street lighting services in 1978, and acts as a pass through agency with Pacific Gas and Electric Company (PG&E) for street lighting. Currently, the District provides street lighting services as well as domestic water supply for 165 housing units (US Census, 2010).

Boundaries

The District’s sphere of influence is coterminous with the District’s boundaries (see map), and there have been no annexations or changes to the District’s boundaries since its formation.

Structure and Governance

The District is governed by a five member Board of Directors that meets the first Wednesday of every month at 6:00 pm at the Yolo Community Center. The District employs one part-time Clerk who provides bookkeeping and billing services, and one part-time Water Distribution Operator (the part-time position is shared between two people). The District also contracts for legal services with the law firm Gardner, Janes, Nakken, Hugo & Nolan.

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

County Service Areas (CSAs)

- Dunnigan, El Macero, Garcia Bend, Madison-Esparto Regional CSA (MERCSA), North Davis Meadows, Snowball, Wild Wings, and Willowbank

School Districts:

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

Special Districts:

- Mary's Cemetery District
- Cacheville Service District
- Yolo Fire Protection District
- Sacramento-Yolo Port District
- Reclamation District – 150, 307, 537, 730, 765, 785, 787, 827, 900, 999, 1600, 2035, 2076, 2120
- Yolo County Resource Conservation District
- Water District – Dunnigan, Knight's Landing Ridge Drainage, YCFCWCD

Multi-County Districts:

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

- Growth and Population
- Shared Services
- Disadvantaged Unincorporated Communities
- Accountability
- Capacity, Adequacy & Infrastructure to Provide Services
- Other
- Financial Ability

1. GROWTH AND POPULATION

Growth and population projections for the affected area.	YES	MAYBE	NO
a) Is the agency’s territory or surrounding area expected to 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 population changes have an impact on the subject agency’s service needs and demands?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Will projected growth require a change in the agency’s service boundary?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Discussion:

- a-b) According to the U.S. Census Bureau (2010) the town of Yolo had a population of 452 in 2010, with a total of 165 housing units. The California Department of Finance (2013) projects that the unincorporated areas of Yolo County will see a population growth of only 1.04 percent between 2010 and 2015, with an additional 1.06 percent between 2015 and 2020. The town of Yolo is expected to experience only a small level of population growth that is unlikely to significantly impact the District’s boundaries or ability to provide services. No significant development is currently anticipated in Yolo.
- c) The 2030 Countywide General Plan for the town of Yolo allows for infill development only, which is land that has been designated for development since the County’s 1983 General Plan. However, according to Land Use Figure LU-1F, there is land designated for future development that is currently outside of the District boundaries. Should development occur in these areas outside the District boundary, annexation to the District would likely be required. However, there are no current development plans for the area, and it is unlikely that this will change before the next MSR, to be

completed in five years. This MSR assumes no development that would require a change in boundaries for the District in the foreseeable future.

Growth and Population MSR Determination

At this time the town of Yolo is not projected to experience any significant development or population growth that might impact the District’s ability to deliver water or street lighting services. The County of Yolo 2030 Countywide General Plan does currently designate land for potential development outside of the District’s existing territory, but there are no development plans at this time, and this MSR assumes no development in the foreseeable future.

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) Does the subject agency provide public services related to sewers, municipal and industrial water, or structural fire protection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) 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)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) If “yes” to both a) and b), it is feasible for the agency to be reorganized such that it can extend service to the disadvantaged unincorporated community (if “no” to either a) or b), this question may be skipped)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Discussion:

- a) The Cacheville Service District provides municipal water services to the town of Yolo, which is a service that may trigger the provisions of SB 244.
- b) The term “Inhabited Unincorporated Communities” is defined per Commission adopted policy as those areas on the County of Yolo 2030 General Plan Land Use Map (see Figures LU-1B through LU-1H) that contain land use designations that are categorized as Residential by Table LU-6. The communities of Rumsey and West Kentucky are also included in this definition (even though the current land use designations are Agriculture (AG) and Commercial Local (CL) respectively) because their existing uses are residential. These communities are as follows:

Binning Farms	Esparto	Patwin Road
Capay	Guinda	Royal Oak
Clarksburg	Knights Landing	Rumsey
Dunnigan	Madison	West Kentucky
El Macero	Monument Hills	West Plainfield
El Rio Villa	North Davis Meadows	Willow Oak

Willowbank
Yolo

Zamora

Cacheville Service District serves the town of Yolo, which is considered an inhabited unincorporated community according to the list above. According to the US Census Bureau (2012), Yolo has a median household income of \$32,167, which is only 52 percent of the statewide household income of \$61,400. Therefore, the town of Yolo is considered a disadvantaged unincorporated community (DUC) according to the requirements of SB 244.

- c) The town of Yolo is nearly fully served with municipal services despite its DUC status. The community receives water and street lighting services from Cacheville CSD, fire protection services from Yolo Fire Protection District, cemetery services from Mary's Cemetery District, education services from Woodland Unified School District, mosquito abatement services from Sacramento-Yolo Mosquito Vector Control District, and storm water and drainage services from the Yolo County Department of Planning and Public Works.

Wastewater is the only municipal service that the town of Yolo does not receive through a public agency. Instead, the community uses private septic tanks. The community has not been passed over for this service due to its status as a DUC, but rather, utilizes private septic tanks because no nearby infrastructure is available to provide public sewage services. Yolo County Environmental Health Services has indicated there are no concerns regarding septic systems failing in Yolo. Cacheville CSD might take on responsibility for wastewater service if necessary or desired by the community, but putting the necessary infrastructure into place would be very expensive, and does not appear to be feasible at this time. Additionally, the District's Board of Directors has expressed that they are not interested in providing wastewater service.

Disadvantaged Unincorporated Communities MSR Determination

The Cacheville Service District provides municipal water service to the inhabited unincorporated town of Yolo, which is considered a disadvantaged unincorporated community (DUC). The community is served with municipal water and fire protection services, but does not currently receive wastewater services. Instead, the community relies on private septic tanks for its wastewater needs. Yolo County Environmental Health Services has indicated there are no concerns regarding septic systems failing in Yolo. There is no adjacent or nearby agency that provides sewer service (the City of Woodland is closest at approximately four miles away) and the town of Yolo is not being passed over due to its DUC status.

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 concerns regarding public services provided by the agency being considered adequate?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Are there any deficiencies in agency capacity to meet service needs of existing development within its existing territory?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Are there any significant infrastructure needs or deficiencies to be addressed?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d) Are there any issues regarding the agency's capacity to meet the service demand of reasonably foreseeable future growth?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e) Are there changes in state regulations on the horizon that will require significant facility and/or infrastructure upgrades?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f) 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-c) Cacheville Service District provides two municipal services (domestic water and street lighting) as described below, with varying levels of capacity and adequacy.

WATER: The Cacheville Service District provides domestic water services to residents in the town of Yolo. According to the Final Facility Master Plan (2011), the District owns and operates a community groundwater system that was constructed in the 1970s. The water systems infrastructure includes:

- Two (2) wells- the Washington Well (Well 1) and the Sacramento Street Well (Well 2)
- 4-inch and 6-inch diameter pipes
- 100hp pump
- Two (2) 5,000 gallon hydropneumatic tanks

The Washington Well serves as the primary water source for the Yolo community, and the Sacramento Street Well serves as a backup well.

The water system is operated by two certified Water Distribution System Operators who share a single part-time position. The recent addition of these two members of the staff have resulted in a more efficient and effective operation of the water system, as they are able to respond to problems

promptly, and draw on the shared expertise of two experienced individuals in addressing issues that arise.

Water Adequacy: The 2011 Final Facility Master Plan reports that both of the District's wells receive chlorination treatments at the well head, and the water system performs satisfactorily. Yolo County Environmental Health confirmed that they currently have no concerns about the adequacy of the community water system in the town of Yolo.

Water Capacity: The 2011 Final Facility Master Plan reports that the District's water system has the capacity to meet current domestic water demands. The primary well (Washington Well) has a capacity of approximately 1,000 gpm, and the backup well (Sacramento Street Well) has a capacity of 100 gpm, for a combined total capacity of 1,100 gpm.

While the District's existing system meets current domestic water demands, the 2011 Final Facility Master Plan did identify several concerns and recommended improvements to be considered by the District as funding becomes available.

First, the combined pumping capacity of the system (1,100 gpm) is not adequate to meet either residential (1,500 gpm) or commercial (2,500 gpm) fire flow requirements. Increasing the water pressure so that the system can meet fire flow requirements would require upsizing the pipeline diameters throughout the system. The Final Facility Master Plan estimates this cost at approximately \$730,000, which the District has stated is beyond its financial capacity at this time.

The report also identifies two near-term improvements that would improve the capacity and reliability of the existing system, including (1) upsizing the water pump to improve flow through the system, and (2) purchasing a backup power source to improve the reliability of the system during power outages, for an estimated cost of \$200,000. The District has stated that its first priority would be to purchase an emergency gasoline-powered generator to meet one of the suggested improvements, but this has an expected cost of \$50,000, and the District would also need to obtain a shipping container of storage facility to store the generator when not in use. The District has stated that this is beyond the financial capacity of the District at this time.

STREET LIGHTING: The Cacheville Service District contracts with Pacific Gas and Electric (PG&E) for streetlight services, including installation and maintenance services. The District largely functions as a pass through agency, collecting a flat fee from the Yolo residents to pay the PG&E bills.

Street Lighting Adequacy and Capacity: LAFCo is not aware of any concerns with capacity or adequacy of services.

- d) While the existing water system is capable of meeting current domestic water demands, it would require a significant number of additional facilities to provide water services for even a small amount of development in the area. This is not currently a problem as significant development is not reasonably foreseeable, but given that the 2030 Countywide General Plan projects development in the town of Yolo over the 2030 horizon, this could become an issue in the future. Numerous improvements are recommended in the 2011 Final Facility Master Plan in order for the District's water system to meet the needs of future build-out, including adding a transmission main, replacing the existing wells, adding a new well, and adding a new water storage tank. The system meets current demands and significant growth is not currently anticipated. Any infrastructure improvements to

address future growth would be addressed in the conditions of approval for any development projects in Yolo.

- e) LAFCo staff is not aware of any changes in State legislation on the horizon that will significantly impact the District's water or street lighting services.
- f) As determined in Section 2 of this report, the town of Yolo is considered a disadvantaged unincorporated community. The community currently receives adequate structural fire protection and domestic water services, but does not receive wastewater services at this time. Instead, the residents rely on a system of private septic tanks for sewage collection and disposal, and developing a community wastewater system would be too expensive of an undertaking for the Yolo residents at this time. The private septic tanks appear to be adequately serving Yolo residents, and staff at Yolo County Environmental Health have expressed that they have no concerns regarding the safety or effectiveness of the existing system. Therefore, although Yolo is considered a DUC, there are no identified service needs or deficiencies.

According to the Final Facility Master Plan any future development projects in the community would require the construction of a community wastewater system in order to comply with County requirements. Yolo County Code Section 6-8.1111 (c) requires that development of five or more homes in a subdivision connect to a community wastewater system.

Capacity and Adequacy of Public Facilities and Services MSR Determination

LAFCo currently has no concerns regarding the Cacheville Service District's present or future capacity to offer street lighting services, nor does LAFCo have concerns about the adequacy of street lighting or domestic water services offered by the District at this time.

The existing water system has the ability to meet the current supply needs, but falls short of meeting fire flow requirements, and requires additional infrastructure to ensure its capacity and reliability. Suggested improvements for the system include upsizing the pipeline diameters throughout the system to resolve fire flow issues, upsizing the water pump to improve flow through the system, and purchasing a backup power source to improve reliability during power outages. These recommended improvements are all very costly, and are currently not within the financial capacity of the District. The water system will also require significant improvements to meet future growth needs, should a development plan for the town of Yolo be approved.

Recommendations:

- LAFCo encourages the District to implement the suggested improvements in the Yolo County 2011 Final Facility Master Plan (including upsizing the pipeline diameters throughout the system, upsizing the water pump, and purchasing a backup power source) as funding allows.

4. FINANCIAL ABILITY

Financial ability of agencies to provide services.

	YES	MAYBE	NO
a) Does the organization routinely engage in budgeting practices that may indicate poor financial management, such as overspending its revenues, failing to commission independent audits, or adopting its budget late?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Is the organization lacking adequate reserve to protect against unexpected events or upcoming significant costs?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Is the organization's rate/fee schedule insufficient to fund an adequate level of service, and/or is the fee inconsistent with the schedules of similar service organizations?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Is the organization unable to fund necessary infrastructure maintenance, replacement and/or any needed expansion?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e) Is the organization lacking financial policies that ensure its continued financial accountability and stability?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f) Is the organization's debt at an unmanageable level?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Discussion:

- a) The Cacheville Service District routinely adopts and operates an annual budget with a budget cycle of July 1 through June 30. The district sub-contracts with its engineering firm, Laugenour & Meikle, to prepare a draft budget for the Board's consideration.

The table below provides a summary of the District's budgets from Fiscal Year (FY) 07/08 to 12/13. The District's major revenue sources include taxes, investment earnings, intergovernmental payments, and charges for services. As demonstrated in the table, the District's investment earnings have significantly decreased over the previous 6 years while the revenues from charges for services have significantly increased due to a successful Proposition 218 election that allowed the District to raise its rates. This is a positive change, as charges for services are a much more stable source of income than investment earnings. Tax incomes remain relatively consistent, and intergovernmental payments constitute only a very small portion of the agency's total revenues. Total revenues have steadily increased between FY 2007-08 and the present.

The District's major expenditure categories include salary/benefits and services/supplies. In FY 07/08 the salary and benefits expenditures totaled only \$341. However, in the following years salary and benefits have remained relatively stable. The cost of services and supplies have varied drastically in the past six years, swinging from a low of \$35,000 to a high of \$99,000, depending largely on the unpredictable costs of maintenance, professional services, and utilities.

The District has maintained budgets with a positive net balance every FY since the previous MSR/SOI, with the exception of FY 07/08, in which the District overspent its revenues by \$47,000. These increased costs were due to several unexpected costs, including pump repairs and the hiring of two part-time water system operators.

Cacheville Community Services District Budgets						
	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13
Revenues:						
Taxes	3,868.73	4,030.08	3,981.48	3,919.98	3,876.25	3,978.03
Investment Earnings	21,560.61	12,209.58	4,677.17	3,016.55	2,586.33	1,404.54
Intergovernmental	85.16	223.39	303.04	165.81	150.41	152.24
Charges for Services	35,360.00	65,417.00	90,908.00	103,543.00	111,639.00	113,599.00
Other	0	0	0	0	50	227.00
TOTAL REVENUES	60,874.50	81,880.05	99,869.69	110,645.34	118,301.99	119,360.81
Expenditures:						
Salary and Benefits	341.18	33,914.65	35,496.68	39,746.21	36,740.24	37,176.24
Services and Supplies	99,519.32	35,803.13	47,618.33	60,073.68	43,228.40	43,729.01
Other (Depreciation)	8,180.00	7,043.00	5,596.00	6,316.00	5,956.00	5,956.00
Provisions for Contingencies	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	108,040.50	76,760.78	88,711.01	106,135.89	85,924.64	86,861.25
REVENUES LESS EXPENDITURES	(47,166.00)	5,119.27	11,158.68	4,509.45	32,377.35	32,499.56

SOURCE: County of Yolo Budget and Revenue Status Reports

- b) The District reports that as of February 28, 2014 it had a restricted cash account totaling \$294,206.39 on deposit with the County of Yolo. The District has designated these funds as its facility replacement reserve fund in the event it needs to drill a new well or replace substantial facilities.
- c) The District’s rate/fee schedule for the past six years is shown in the table below. Since the previous MSR the District successfully underwent a Proposition 218 election that allowed it to raise its rates to better reflect the cost of providing the service. The election allowed the District the discretion to increase the rates on an annual basis (not to exceed a small percentage) without another election. This has allowed the District flexibility in meeting its budgetary needs, as well as allowing it to build a healthy reserve for future infrastructure needs.

Cacheville Service District Fee Schedule		
Fiscal Year	Cost per Month	Annual Cost
2007-2008	\$15.00	\$180
2008-2009	\$35.00	\$420
2009-2010	\$45.00	\$540
2010-2011	\$50.00	\$600
2011-2012	\$55.00	\$660
2012-2013	\$55.00	\$660
<i>*All charges are based on a flat rate</i>		

The District’s current fee structure appears to be very reasonable. As a comparison, the Wild Wings County Service Area (CSA) currently charges an annual base rate of \$893 (as well as a water usage

charge for residents that exceed 250,000 gallons), which is much higher than the District's annual cost of \$660.

- d) The Cacheville Service District does not maintain a specific capital improvement plan or infrastructure replacement schedule. However, it does have a restricted cash account dedicated to infrastructure maintenance and replacement, with a balance of \$294,206.39.

The District has identified several costly infrastructure upgrades and replacements that are desirable, including upsizing the water pipes to improve fire flows, upsizing the water tanks to improve system flow, and purchasing a backup power source to increase reliability during power outages. These replacements are not currently necessary for the day-to-day operations of the system, but would help to ensure the overall reliability and effectiveness of the system. Each of these repairs would be very costly, and are beyond the current financial capacity of the District. The District might spend its reserve to conduct some of these upgrades, but would then be in a less stable financial position if the need for an unexpected repair or replacement presents itself. The District has stated that it hopes to apply for grant money to fund any major infrastructure maintenance or replacements such as the proposed improvements listed above. LAFCo encourages the District to pursue potential grant opportunities, as well as to continue building its reserve, and to conduct the recommended improvements as funding becomes available.

- e) The Cacheville Service District has stated that it does not have any financial policies other than guidelines for its budget development process. The District appears to be financially stable and to engage in sound financial management practices, and LAFCo is not currently concerned about its lack of financial policies. However, in preparation for future growth or staff turnover the District's Board of Directors may wish to consider adopting formal financial policies to ensure its continued financial stability.
- f) The District does not currently have any debt.

Financial Ability MSR Determination

The Cacheville Service District engages in sound financial management practices, including adopting an annual budget each year, operating within its revenues, and developing a healthy reserve for unexpected infrastructure maintenance or replacement needs. The District charges a reasonable monthly rate, does not have any debt, and appears to maintain appropriate budget practices despite its lack of financial policies. The District does not have any financial policies other than guidelines for its budget development process. While LAFCo is not currently concerned about the lack of financial policies given the strong financial management practices of the District, the District's Board of Directors may wish to consider adopting formal policies to ensure its continued financial stability.

The greatest financial hurdle that the District currently faces is the need for upgraded infrastructure to improve its fire flows and ensure reliability during power outages. These improvements are very costly, and the District has expressed that it is not in a financial position to undertake these improvements at this time.

Recommendations:

- LAFCo encourages the District to pursue potential grant opportunities, as well as to continue building its reserve, and to conduct the recommended system improvements (including upsizing the pipeline diameters throughout the system, upsizing the water pump, and purchasing a backup power source) as funding becomes available.

- The District’s Board of Directors should consider adopting formal financial policies that reflect its strong financial management practices, to ensure its continued financial stability in the event of staff turnover.

5. SHARED SERVICES AND FACILITIES

Status of, and opportunities for, shared facilities.

	YES	MAYBE	NO
a) Is the agency currently sharing services or facilities with other organizations? If so, describe the status of such efforts.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Are there any opportunities for the organization to share services or facilities with neighboring or overlapping organizations that are not currently being utilized?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Are there any governance options that may produce economies of scale and/or improve buying power in order to reduce costs?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Are there governance options to allow appropriate facilities and/or resources to be shared, or making excess capacity available to others, and avoid construction of extra or unnecessary infrastructure or eliminate duplicative resources?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Discussion:

- a) The Cacheville Service District currently shares minimal services with the County of Yolo, most significantly using the County to collect and hold its funds. The District has stated that it also calls upon the County Department of Planning and Public Works occasionally to repair potholes or sweep the streets in the town of Yolo.
- b) The District overlaps with several local agencies, including the Woodland Joint Unified School District, Mary’s Cemetery District, Yolo Fire Protection District, and Sacramento-Yolo Mosquito and Vector Control District. The Yolo County Library has a branch in Yolo, and the County’s Department of Planning and Public Works provides storm drainage services in the area. All of these organizations serve areas much greater than the service area for the Cacheville Service District, and provide different services. LAFCo is not aware of any opportunities to share services with these overlapping organizations at this time.
- c-d) LAFCo is not aware of any alternate governance options or overlapping boundaries that can be considered in this MSR.

Shared Services MSR Determination

LAFCo staff is not aware of any opportunities for shared services or alternate governance options for the Cacheville Service District that might reduce costs, increase efficiencies, make excess capacity available to others, or avoid duplicative efforts.

6. ACCOUNTABILITY, STRUCTURE AND EFFICIENCIES

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

	YES	MAYBE	NO
a) Are there any issues with meetings being accessible and well publicized? Any failures to comply with disclosure laws and the Brown Act?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Are there any issues with filling board vacancies and maintaining board members?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Are there any issues with staff turnover or operational efficiencies?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Is there a lack of regular audits, adopted budgets and public access to these documents?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) Are there any recommended changes to the organization's governance structure that will increase accountability and efficiency?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f) Are there any governance restructure options to enhance services and/or eliminate deficiencies or redundancies?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g) Are there any opportunities to eliminate overlapping boundaries that confuse the public, cause service inefficiencies, unnecessarily increase the cost of infrastructure, exacerbate rate issues and/or undermine good planning practices?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Discussion:

- a-b) The Cacheville CSD is governed by a five-member Board of Directors, which meets on the first Wednesday of every month at 6pm in the Yolo Community Center. The District complies with all Brown Act requirements in publicly noticing its meetings. The District has been able to recruit members for its Board of Directors without difficulty, and has not had any difficulty reaching a quorum for meetings.
- c) The District employs one part-time Clerk who provides bookkeeping and billing services, and one part-time Water Distribution Operator (the part-time position is shared between two people). The District contracts for legal services with the law firm Gardner, Janes, Nakken, Hugo & Nolan. The District contracts for engineering services with the firm Laugenour & Meikle, who also prepares the District's annual budget. The District is fully staffed, has not had any issues with staff turnover or other operational efficiencies that can be resolved in this MSR.
- d) The Cacheville Service District complies with all laws regarding regular audits and adopted budgets. If requested residents can gain access to these documents from District staff, as well as attending Board

of Directors meeting in which these items are discussed. The District has stated that it is considering establishing a website to enhance public outreach, which LAFCo encourages, when the District is in a financial position to do so. Should a website be established, LAFCo would encourage the District to post budgets and audits on the site to increase ease of access for residents.

- e-f) LAFCo currently is not aware of any possible changes to the governance structure that would increase accountability, enhance services, or eliminate redundancies.
- g) LAFCo is not aware of any overlapping boundary issues that confuse the public, cause service inefficiencies, unnecessarily increase the cost of infrastructure, exacerbate rate issues and/or undermine good planning practices. The Cacheville Service District does have overlapping boundaries with several other special districts, but none offer similar services that would cause potential confusion or conflict.

Accountability, Structure and Efficiencies MSR Determination

The Cacheville Service District has frequent, publicly accessible meetings that are well publicized in accordance with the Brown Act. There appear to be no issues with filling Board of Directors vacancies. The District adopts annual budgets and completes annual audit reports. There are no recommended changes to the organizations structure that would enhance services or eliminate deficiencies or redundancies in services. There are no overlapping boundaries that confuse the public and cause service inefficiencies.

Recommendations:

- LAFCo encourages the District to considering establishing a website to enhance public outreach when the District is in a financial position to do so. Should a website be established, LAFCo also encourages the District to post budgets and audits on the site to increase ease of access for residents.

7. OTHER ISSUES

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

	YES	MAYBE	NO
a) Are there any other service delivery issues that can be resolved by the MSR/SOI process?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Discussion:

- a) LAFCo staff did not identify additional service delivery issues that need to be resolved in this MSR, which conducting research or outreach with District staff.

Other Issues MSR Determination

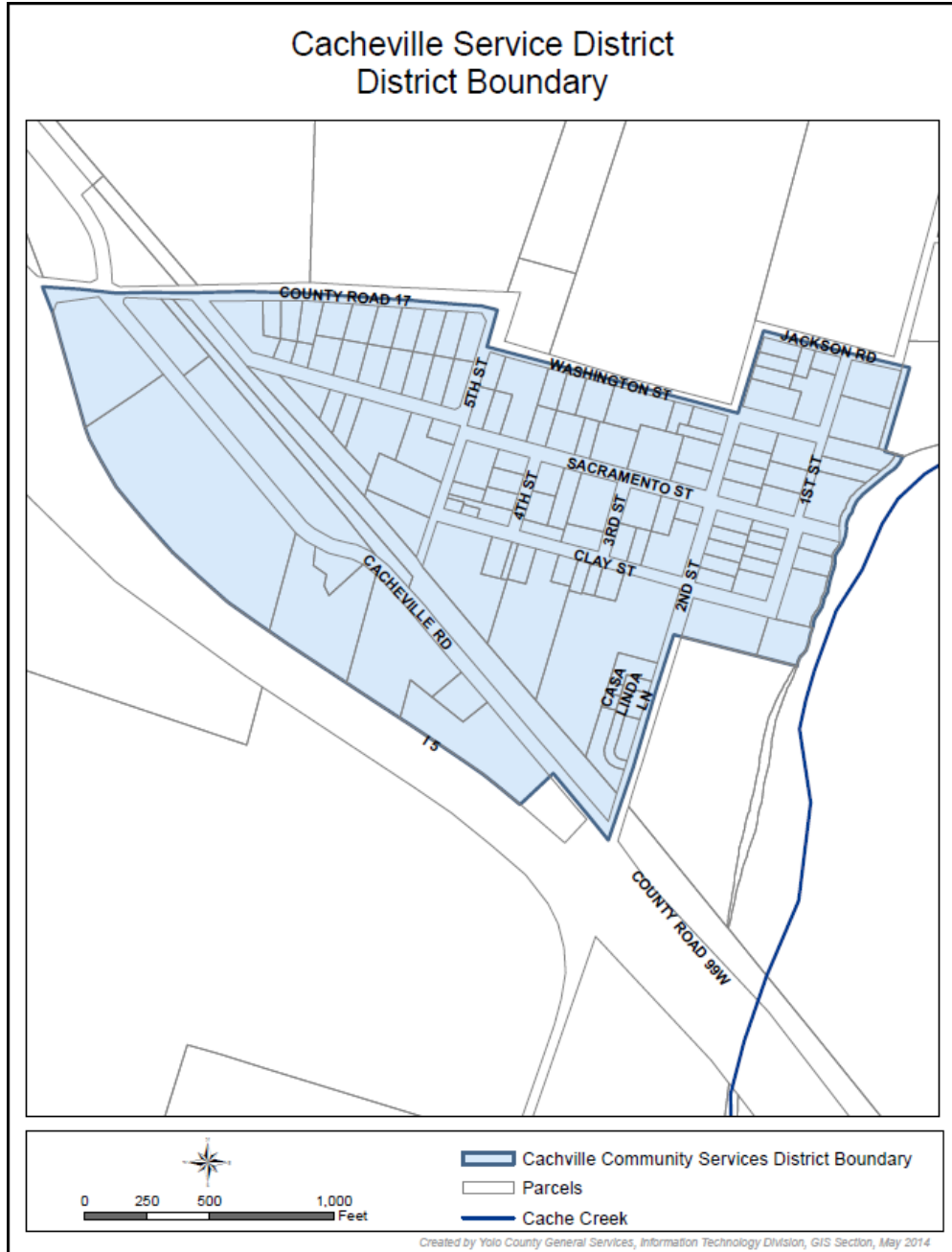
LAFCo has not identified any additional issues related to effective or efficient service delivery that might be resolved in this MSR.

SPHERE OF INFLUENCE STUDY

Existing Boundary and Sphere of Influence

The current boundaries for the Cacheville Service District are as reflected in the map below. The current SOI is coterminous with the boundaries.

LAFCo is not aware of any development proposals in the foreseeable future, or requests by adjacent landowners to connect to the municipal services of the Cacheville Service District for any health and safety issues. Therefore, no SOI is recommended with this review.



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.

REFERENCES

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LAFCO

Meeting Date: 07/24/2014

Information

SUBJECT

Consider CALAFCO 2014 Achievement Award Nominations

RECOMMENDED ACTION

Consider information provided by CALAFCO on the 2014 Achievement Award nominations.

FISCAL IMPACT

None.

REASONS FOR RECOMMENDED ACTION

CALAFCO has provided the background information and the forms for Achievement Award nominations to each LAFCo in the state. We are invited to use this opportunity to nominate as many individuals, groups and/or agencies that we feel deserve recognition this year.

Nominations are being accepted until Friday, August 22, 2014 in the following categories:

- Outstanding CALAFCO Member
- Distinguished Service Award
- Most Effective Commission
- Outstanding Commissioner
- Outstanding LAFCo Professional
- Outstanding LAFCo Clerk
- Project of the Year
- Government Leadership Award
- Legislator of the Year
- Mike Gotch Courage and Innovation in Local Government Award
- Lifetime Achievement Award

BACKGROUND

Each year, during the Awards Banquet at the Annual Conference, CALAFCO recognizes outstanding achievements by dedicated and committed individuals and organizations that go above and beyond in their work to advance the principles and goals of Cortese-Knox-Hertzberg (CKH), LAFCo and CALAFCO.

The attachment gives a detailed description of each category and a listing of past CALAFCO Achievement Award Recipients through 1997.

The Yolo LAFCo has successfully nominated ten individuals and two groups and/or agencies since 2000. Former City Member Stephen Souza received Outstanding CALAFCO Member in 2012. Receiving the Mike Gotch Courage and Innovation in Local Government Leadership Award were CALAFCO Executive Director Bill Chiat (2012), Caltrans Deputy Director of Planning Martin Tuttle and SACOG Executive Director Mike McKeever (2011), and Yolo LAFCo Commissioner Helen Thomson (2010). Receiving the Distinguished Service Award were Amador LAFCo Executive Officer Roseanne Chamberlain (2013), Senate Local Government Committee Chief Consultant Peter Detwiler (2008) and former Yolo LAFCo Executive Officer Elizabeth Castro Kemper (2005). Additionally in 2005, SACOG received the Government Leadership Award. Yolo LAFCO Public Member H. Peter Faye received Outstanding Commissioner in 2001 and the Lifetime Achievement Award in 2013. Yolo LAFCo received Most Effective Commission in 2000.

Attachments

[Nomination Packet](#)

Form Review

Inbox

Christine Crawford
Christine Crawford
Form Started By: Terri Tuck
Final Approval Date: 07/09/2014

Reviewed By

Terri Tuck
Christine Crawford

Date

07/07/2014 02:43 PM
07/09/2014 01:16 PM
Started On: 07/07/2014 02:21 PM



**2013-2014
Board of Directors**

Chair

MARY JANE GRIEGO
Yuba LAFCo

Vice Chair

JOHN LEOPOLD
Santa Cruz LAFCo

Secretary

STEPHEN TOMANELLI
Riverside LAFCo

Treasurer

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Nevada LAFCo

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San Bernardino LAFCo

LARRY R. DUNCAN
Butte LAFCo

JULIANA INMAN
Napa LAFCo

MICHAEL KELLEY
Imperial LAFCo

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Placer LAFCo

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CLARK ALSOP
Legal Counsel

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Deputy Executive Officer

SAMUEL MARTINEZ
Deputy Executive Officer

DAVID CHURCH
Deputy Executive Officer

JENI TICKLER
Executive Assistant

Date: 25 June 2014

To: LAFCo Commissioners and Staff
CALAFCO Members
Other Interested Organizations

From: Stephen Tomanelli, Chair
CALAFCO Achievement Awards Committee

Subject: 2014 CALAFCO Achievement Award Nominations

Each year, CALAFCO recognizes outstanding achievements by dedicated and committed individuals and/or organizations from throughout the state at the Annual Conference Achievement Awards Ceremony.

Recognizing individual and organizational achievements is an important responsibility. It provides visible recognition and support to those who go above and beyond in their work to advance the principles and goals of the Cortese-Knox-Hertzberg Act. We invite you to use this opportunity to nominate the individuals and organizations you feel deserve this important recognition.

To make a nomination, please use the following procedure:

1. Nominations may be made by an individual, a LAFCo, a CALAFCO Associate Member, or any other organization. There is no limit to the number of nominations.
2. Please use a separate form (attached) for each nomination. Nominations must be submitted with a completed nomination form. The form is your opportunity to summarize the most important points of your nomination.
3. All nomination materials must be submitted at one time and must be received by the deadline. Electronic submittals are encouraged.
4. All supporting information (e.g. reports, news articles, etc.) must be submitted with the nomination. Endorsement letters from third parties are optional. Please limit supporting documentation to no more than 25 pages. If necessary, a CD will be accepted for supporting documentation exceeding 25 pages. Should you submit a CD for consideration, you will need to provide 9 copies.
5. **Nominations and supporting materials must be received no later than 5:00 p.m., Friday, August 22, 2014.** Send nominations via e-mail, or U.S. mail to:

Marjorie Blom
Stanislaus LAFCo
1010 Tenth Street, 3rd Floor, Suite 3600
Modesto, CA 95354
E-mail: blomm@stancounty.com



Nomination Form

NOMINEE

Person or Organization Being Nominated:

Name
Organization
Address
Phone/E-mail

NOMINATION CATEGORY (check one – see category detail on attached sheet)

- Outstanding CALAFCO Member
- Distinguished Service Award
- Most Effective Commission
- Outstanding Commissioner
- Outstanding LAFCo Professional
- Outstanding LAFCo Clerk
- Project of the Year
- Government Leadership Award
- Legislator of the Year (must be selected by the full CALAFCO Board)
- Mike Gotch Courage and Innovation in Local Government Award
- Lifetime Achievement Award

NOMINATION SUBMITTED BY:

Name:
Address:
Phone:
E-mail:

ACHIEVEMENTS

Please indicate the reasons why this person or agency deserves to be recognized (Use additional sheets as needed):



2014 Achievement Award Nominations

CALAFCO ACHIEVEMENT AWARD CATEGORIES

CALAFCO recognizes excellence within the LAFCo community by presenting the *Achievement Awards* at the CALAFCO Annual Conference. Nominations are being accepted until *Friday, August 22, 2014*, in the following categories:

Outstanding CALAFCO Member	Recognizes a CALAFCO Board Member or staff person who has provided exemplary service during the past year.
Distinguished Service Award	Given to a member of the LAFCo community to recognize long-term service by an individual.
Most Effective Commission	Presented to an individual Commission to recognize innovation, streamlining, and/or initiative in implementing LAFCo programs; may also be presented to multiple Commissions for joint efforts.
Outstanding Commissioner	Presented to an individual Commissioner for extraordinary service to his or her Commission.
Outstanding LAFCo Professional	Recognizes an Executive Officer, Staff Analyst, or Legal Counsel for exemplary service during the past year.
Outstanding LAFCo Clerk	Presented to a LAFCo Clerk for service above and beyond the call of duty.
Project of the Year	Recognition for a project-specific program that involved complex staff analysis, community involvement, or an outstanding solution.
Government Leadership Award	Presented to a decision-making body at the city, county, special district, regional or state level which has furthered good government efforts in California.
Legislator of the Year	Presented to a member of the California State Senate or Assembly in recognition of leadership and valued contributions in support of LAFCo goals. Selected by CALAFCO Board.
Mike Gotch Courage and Innovation in Local Government Award	Presented to an individual who has taken extraordinary steps to improve and innovate local government. This award is named for Mike Gotch: former Assembly Member, LAFCo Executive Officer and CALAFCO Executive Director responsible for much of the foundations of LAFCo law and CALAFCO. He is remembered as a source of great inspiration for staff and legislators from throughout the state.
Lifetime Achievement Award	Recognizes any individual who has made extraordinary contributions to the LAFCo community in terms of longevity of service, exemplary advocacy of LAFCo-related legislation, proven leadership in approaching a particular issue or issues, and/or demonstrated support in innovative and creative ways of the goals of LAFCOs throughout California. At a minimum, the individual should be involved in the LAFCo community for at least ten years.

CALAFCO ACHIEVEMENT AWARD RECIPIENTS**2013**

Mike Gotch Courage & Innovation in
Local Government Leadership Award

Distinguished Service Award

Most Effective Commission

Outstanding CALAFCO Member

Outstanding Commissioner

Outstanding LAFCo Professional

LAFCo Outstanding LAFCo Clerk

Project of the Year

Government Leadership Award

Legislators of the Year Award

Lifetime Achievement Award

Simón Salinas, Commissioner, Monterey LAFCo

Roseanne Chamberlain, Amador LAFCo

Stanislaus LAFCo

Harry Ehrlich, San Diego LAFCo

Jerry Gladbach, Los Angeles LAFCo

Lou Ann Texeira, Contra Costa

Kate Sibley, Contra Costa LAFCo

Plan for Agricultural Preservation, Stanislaus LAFCo

Orange County LAFCo Community Islands Taskforce,
Orange LAFCo

Senators Bill Emmerson and Richard Roth

H. Peter Faye, Yolo LAFCo; **Henry Pellissier**, Los Angeles
LAFCo; **Carl Leverenz**, Butte LAFCo; **Susan Vicklund-Wilson**,
Santa Clara LAFCo.

2012

Mike Gotch Courage & Innovation in
Local Government Leadership Award

Distinguished Service Award

Most Effective Commission

Outstanding CALAFCO Member

Outstanding Commissioner

LAFCo Outstanding LAFCo Professional

Outstanding LAFCo Clerk

Project of the Year

Government Leadership Award

Lifetime Achievement Award

Bill Chiat, CALAFCO Executive Director

Marty McClelland, Commissioner, Humboldt LAFCo
Sonoma LAFCo

Stephen A. Souza, Commissioner, Yolo LAFCo and
CALAFCO Board of Directors

Sherwood Darington, Monterey

Carole Cooper, Sonoma LAFCo

Gwenna MacDonald, Lassen LAFCo

Countywide Service Review & SOI Update, Santa Clara
LAFCo

North Orange County Coalition of Cities, Orange LAFCo

P. Scott Browne, Legal Counsel LAFCos

2011

Mike Gotch Courage & Innovation in
Local Government Leadership Award

Distinguished Service Award

LAFCo Most Effective Commission

Outstanding CALAFCO Member

Outstanding Commissioner

Outstanding LAFCo Professional

Outstanding LAFCo Clerk

Project of the Year

Martin Tuttle, Deputy Director for Planning, Caltrans

Mike McKeever, Executive Director, SACOG

Carl Leverenz, Commissioner and Chair, Butte

San Bernardino LAFCo

Keene Simonds, Executive Officer, Napa LAFCo

Louis R. Calcagno, Monterey LAFCo

June Savala, Deputy Executive Officer, Los Angeles LAFCo

Debbie Shubert, Ventura LAFCo

Cortese-Knox-Hertzberg Definitions Revision

Bob Braitman, Scott Browne, Clark Alsop, Carole Cooper,
and George Spiliotis



2014 Achievement Award Nominations

Government Leadership Award

Contra Costa Sanitary District

Elsinore Water District and Elsinore Valley Municipal Water District

2010

Mike Gotch Courage & Innovation in
Local Government Leadership Award
Distinguished Service Award

Helen Thompson, Commissioner, Yolo LAFCo

Kathleen Rollings-McDonald, Executive Officer, San Bernardino LAFCo

Bob Braitman, Executive Officer, Santa Barbara LAFCo

Tulare LAFCo

Roger Anderson, Ph.D., CALAFCO Chair, Santa Cruz LAFCo

George Lange, Ventura LAFCo

Harry Ehrlich, Government Consultant, San Diego LAFCo

Candie Fleming, Fresno LAFCo

Most Effective Commission

Outstanding CALAFCO Member

Outstanding Commissioner

Outstanding LAFCo Professional

Outstanding LAFCo Clerk

Project of the Year

Butte LAFCo

Sewer Commission - Oroville Region Municipal Service Review

Government Leadership Award

Nipomo Community Services District and the County of San Luis Obispo

Special Achievement

Chris Tooker, Sacramento LAFCo and CALAFCO Board of Directors

2009

Mike Gotch Courage & Innovation in
Local Government Leadership Award

Paul Hood, Executive Officer, San Luis Obispo LAFCo

Distinguished Service Award

William Zumwalt, Executive Officer, Kings LAFCo

Most Effective Commission

Napa LAFCo

Outstanding CALAFCO Member

Susan Vicklund Wilson, CALAFCO Vice Chair

Jerry Gladbach, CALAFCO Treasurer

Outstanding Commissioner

Larry M. Fortune, Fresno LAFCo

Outstanding LAFCo Professional

Pat McCormick, Santa Cruz LAFCo Executive Officer

Outstanding LAFCo Clerk

Emmanuel Abello, Santa Clara LAFCo

Project of the Year

Orange LAFCo Boundary Report

Government Leadership Award

Cities of Amador City, Jackson, Ione, Plymouth & Sutter Creek; Amador County; Amador Water Agency; Pine Grove CSD – Countywide MSR Project

Legislator of the Year Award

Assembly Member Jim Silva

2008

Distinguished Service Award

Peter M. Detwiler, Senate Local Government Committee Chief Consultant

Most Effective Commission

Yuba LAFCo

Outstanding Commissioner

Dennis Hansberger, San Bernardino LAFCo

Outstanding LAFCo Professional

Michael Ott, San Diego LAFCo Executive Officer

Martha Poyatos, San Mateo Executive Officer

Outstanding LAFCo Clerk

Wilda Turner, Los Angeles LAFCo

Project of the Year

Kings LAFCo

City and Community District MSR and SOI Update



2014 Achievement Award Nominations

Government Leadership Award
Legislator of the Year Award

San Bernardino Board of Supervisors
Assembly Member Anna M. Caballero

2007

Outstanding CALAFCO Member
Distinguished Service Award
Counsel Most Effective Commission
Outstanding Commissioner
Outstanding LAFCo Professional
Outstanding LAFCo Clerk
Project of the Year

Kathy Long, Board Chair, Ventura LAFCo
William D. Smith, San Diego Legal
Santa Clara LAFCo
Gayle Uilkema, Contra Costa LAFCo
Joyce Crosthwaite, Orange LAFCo Executive Officer
Debby Chamberlin, San Bernardino LAFCo
San Bernardino LAFCo and City of Fontana
Islands Annexation Program
City of Fontana - Islands Annexation Program
John T. "Jack" Knox

Government Leadership Award
Lifetime Achievement

2006

Outstanding CALAFCO Member

Distinguished Service Award
Most Effective Commission Award
Outstanding Commissioner Award

Outstanding LAFCo Professional Award
Outstanding LAFCo Clerk Award

Project of the Year Award

Outstanding Government Leadership Award

Legislator of the Year Award

Everett Millais, CALAFCO Executive Officer and Executive Officer of Ventura LAFCo
Clark Alsop, CALAFCO Legal Counsel
Alameda LAFCo
Ted Grandsen, Ventura LAFCo
Chris Tooker, Sacramento LAFCo
Larry Calemine, Los Angeles LAFCo Executive Officer
Janice Bryson, San Diego LAFCo
Marilyn Flemmer, Sacramento LAFCo
Sacramento Municipal Utility District Sphere of Influence Amendment and Annexation; **Sacramento LAFCo**
Cities of Porterville, Tulare, and Visalia and Tulare LAFCo
Island Annexation Program
Senator Christine Kehoe

2005

Outstanding CALAFCO Member
Distinguished Service Award
Most Effective Commission Award
Outstanding Commissioner Award

Outstanding LAFCo Professional Award
Outstanding LAFCo Clerk Award

Project of the Year Award

Outstanding Government Leadership Award

Peter Herzog, CALAFCO Board, Orange LAFCo
Elizabeth Castro Kemper, Yolo LAFCo
Ventura LAFCo
Art Aseltine, Yuba LAFCo
Henri Pellissier, Los Angeles LAFCo
Bruce Baracco, San Joaquin LAFCo
Danielle Ball, Orange LAFCo

San Diego LAFCo
MSR of Fire Protection and Emergency Medical Services
Sacramento Area Council of Governments (SACOG)

2004

Outstanding CALAFCO Member
Distinguished Service Award
Most Effective Commission Award
Outstanding Commissioner Award

Scott Harvey, CALAFCO Executive Director
Julie Howard, Shasta LAFCo
San Diego LAFCo
Edith Johnsen, Monterey LAFCo



2014 Achievement Award Nominations

Outstanding LAFCo Professional Award
Project of the Year Award

David Kindig, Santa Cruz LAFCo
San Luis Obispo LAFCo
Nipomo CSD SOI Update, MSR, and EIR

2003

Outstanding CALAFCO Member
Distinguished Service Award
Most Effective Commission Award
Outstanding Commissioner Award
Outstanding LAFCo Professional Award
Outstanding LAFCo Clerk Award
Project of the Year Award

Special Achievement Award

Michael P. Ryan, CALAFCO Board Member
Henri F. Pellissier, Los Angeles LAFCo
San Luis Obispo LAFCo
Bob Salazar, El Dorado LAFCo
Shirley Anderson, San Diego LAFCo
Lori Fleck, Siskiyou LAFCo
Napa LAFCo
Comprehensive Water Service Study
James M. Roddy

2002

Outstanding CALAFCO Member
Most Effective Commission Award
Commissioner Award
Outstanding LAFCo Professional Award
Outstanding LAFCo Clerk Award
Project of the Year Award
Outstanding Government Leadership Award

Ken Lee, CALAFCO Legislative Committee Chair
San Diego LAFCo Outstanding
Ed Snively, Imperial LAFCo
Paul Hood, San Luis Obispo LAFCo
Danielle Ball, Orange LAFCo
San Luis Obispo LAFCo
Napa LAFCo, Napa County Farm Bureau, Napa Valley
Vintners Association, Napa Valley Housing Authority, Napa
County Agricultural Commissioner's Office, Napa County
Counsel Office, and Assembly Member Patricia Wiggins

2001

Outstanding CALAFCO Member
Distinguished Service Award

Outstanding Commissioner Award
Outstanding LAFCo Professional Award
Project of the Year Award
Outstanding Government Leadership Award

Legislator of the Year Award

SR Jones, CALAFCO Executive Officer
David Martin, Tax Area Services Section, State Board of
Equalization
H. Peter Faye, Yolo LAFCo
Ingrid Hansen, San Diego LAFCo
Santa Barbara LAFCo
Alameda County Board of Supervisors, Livermore City
Council, Pleasanton City Council
Senator Jack O'Connell

2000

Outstanding CALAFCO Member
Distinguished Service Award

Most Effective Commission Award
Outstanding Commissioner
Outstanding LAFCo Professional Award
Outstanding LAFCo Clerk Award
Project of the Year Award
Legislator of the Year Award

Ron Wootton, CALAFCO Board Chair
Ben Williams, Commission on Local Governance for the
21st Century
Yolo LAFCo
Rich Gordon, San Mateo LAFCo
Annamaria Perrella, Contra Costa LAFCo
Susan Stahmann, El Dorado LAFCo
San Diego LAFCo
Robert Hertzberg, Assembly Member

1999

Distinguished Service Award	Marilyn Ann Flemmer-Rodgers, Sacramento LAFCo
Most Effective Commission Award	Orange LAFCo
Outstanding Executive Officer Award	Don Graff, Alameda LAFCo
Outstanding LAFCo Clerk Award	Dory Adams, Marin LAFCo
Most Creative Solution to a Multi-Jurisdictional Problem	San Diego LAFCo
Outstanding Government Leadership Award	Assembly Member John Longville
Legislator of the Year Award	Assembly Member Robert Hertzberg

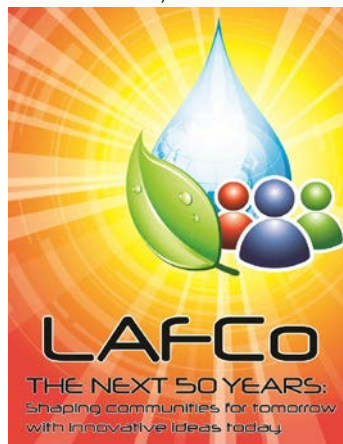
1998

Outstanding CALAFCO Member	Dana Smith, Orange LAFCo
Distinguished Service Award	Marvin Panter, Fresno LAFCo
Most Effective Commission Award	San Diego LAFCo
Outstanding Executive Officer Award	George Spiliotis, Riverside LAFCo
Outstanding Staff Analysis	Joe Convery, San Diego LAFCo Joyce Crosthwaite, Orange LAFCo
Outstanding Government Leadership Award	Santa Clara County Planning Department

1997

Most Effective Commission Award	Orange LAFCo
Outstanding Executive Officer Award	George Finney, Tulare LAFCo
Outstanding Staff Analysis	Annamaria Perrella, Contra Costa LAFCo
Outstanding Government Leadership Award	South County Issues Discussion Group
Most Creative Solution to a Multi-Jurisdictional Problem	Alameda LAFCo and Contra Costa LAFCo
Legislator of the Year Award	Assembly Member Tom Torlakson

Please join us for the CALAFCO Annual Conference
October 15 – 17, 2014
Ontario, California





Regular 10.

LAFCO

Meeting Date: 07/24/2014

Information

SUBJECT

Discuss and comment on the draft agenda for the Shared Services Workshop tentatively scheduled to immediately follow the regular Commission meeting on October 23, 2014

RECOMMENDED ACTION

Discuss and comment on the draft agenda for the Shared Services Workshop tentatively scheduled to immediately follow the regular Commission meeting on October 23, 2014.

FISCAL IMPACT

None.

REASONS FOR RECOMMENDED ACTION

At the June Commission meeting, staff was directed to return with a draft agenda for the Shared Services Workshop for Commission review.

BACKGROUND

At the June meeting, the Commission provided staff with the following direction regarding the Shared Services Workshop:

1. A 2 hour workshop to take place at the Erwin Meier Administration Building immediately following the regular September LAFCo meeting; and,
2. That attendees would include representatives from the County and cities, including those cities not currently on the LAFCo rotation and city managers.

Following careful consideration, staff suggests we move the Workshop from September to October in order to allow more time to discuss the proposals in response to the animal services RFP due on August 25th.

With tentative confirmation of the attached draft agenda, staff will invite attendees per the Commission direction noted above.

Attachments

[Draft Agenda](#)

Form Review

Inbox

Christine Crawford

Form Started By: Christine Crawford

Final Approval Date: 07/11/2014

Reviewed By

Christine Crawford

Date

07/11/2014 03:37 PM

Started On: 07/11/2014 03:11 PM



Yolo Shared Services Workshop

October 23, 2014 from 9:30 AM - 11:30 AM

Erwin Meier Administration Building
625 Court Street, Room 106
Woodland, CA 95695

Draft Agenda

1. Brief review of SACOG and Orange County LAFCo's shared service programs and status to date
2. Explanation of each potential shared service area to be considered
3. Interactive exercise rating service areas in a manner (such as a graph) which considers the potential for positive impact versus feasibility to demonstrate which projects should be undertaken
4. Discussion regarding whether these initiatives are appropriate at a local (city or county), county wide (LAFCo) or regional (SACOG) level
5. Consensus regarding the tentative list of shared service initiatives with priorities assigned



LAFCO

Meeting Date: 07/24/2014

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.

Shared Services

Staff Activity Report - June 23 to July 18, 2014

Attachments

[Staff Activity Report](#)

Form Review

Form Started By: Terri Tuck
Final Approval Date: 07/09/2014

Started On: 07/09/2014 02:10 PM

LAFCo Staff Activity Report

June 23 through July 18, 2014

Date	Meeting/Milestone	Comments
06/24/2014	Shared Services – Conference Call w/Magellan Advisors	Broadband
06/25/2014	Shared Services – Conference Call w/Magellan Advisors	Broadband
06/26/2014	Meeting w/Springlake FPD	Discussion on Springlake FPD and West Village property tax revenue issues
06/30/2014	Meeting w/Kevin Yarris (General Services)	County Space Planning
07/01/2014	Meeting w/Mark Rutheiser	Springlake FPD – UCD property tax issues
07/02/2014	Lunch Meeting w/Lisa Baker (Yolo County Housing)	Shared Services/Madison CSD Municipal Service Review
07/03/2014	County/Woodland/Monsanto	Potential Monsanto Out of Agency Agreement for City H2O
07/08/2014	Lunch Meeting w/Laura Snideman (Napa LAFCo)	LAFCo networking
07/08/2014	UCD Web Course Finals	Intro to Mediation, Facilitation and Community Engagement
07/09/2014	Meeting w/Ed Short (County Building Division)	LMAs, Fire Districts, etc.
07/09/2014	Shared Services – Conference Call w/Magellan Advisors	Broadband
07/09/2014	Meeting w/Erich Linse (Dunnigan CSA Advisory Committee)	Dunnigan County Service Area MSR/SOI
07/10/2014	Meeting w/Resource Conservation District	MSR/SOI
07/10/2014	Meeting w/Patrick Blacklock (CAO)	Shared Services Governance
07/10/2014	Meeting with Olin Woods	Agenda Review
07/11/2014	Meeting w/Diane Parro	Nishi briefing
07/11/2014	Shared Services – Yolo Broadband Workgroup Meeting	Facilitated meeting
07/11/2014	Shared Services – University Downtown Gateway Project (Nishi) District Meeting	Attended-Public Outreach
07/14-07/18	Executive Officer Vacation	Off the grid