

**2014  
Commissioners**

**Chair**

Louis R. Calcagno  
*County Member*

**Vice Chair**

Steve Snodgrass  
*Special District Member*

Fernando Armenta  
*County Member, Alternate*

Sherwood Darington  
*Public Member*

Matt Gourley  
*Public Member, Alternate*

Joe Gunter  
*Alternate, City Member*

Maria Orozco  
*City Member*

Warren E. Poitras  
*Special District Member,  
Alternate*

Ralph Rubio  
*City Member*

Simón Salinas  
*County Member*

Graig R. Stephens  
*Special District Member*

**Staff**

Kate McKenna, AICP  
*Executive Officer*

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[www.monterey.lafco.ca.gov](http://www.monterey.lafco.ca.gov)

## AGENDA

### LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

**Monday, April 28, 2014  
4:00 p.m.**

**Board of Supervisors Chambers  
Monterey County Government Center  
168 West Alisal Street, First Floor  
Salinas, California**

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*The Local Agency Formation Commission welcomes you to its meetings. This meeting has been noticed according to the Brown Act. If you want to submit documents, please bring 15 copies for distribution. The meeting will be broadcast live on Comcast Cable TV Channel 28, and is rebroadcast every Monday at 4:00 p.m. Agendas and reports are available on our website at least 72 hours before each meeting.*

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#### **Roll Call**

#### **Call to Order**

#### **Pledge of Allegiance**

#### **Public Comments**

*Anyone may address the Commission briefly about items not already on the Agenda. Please fill out a Speaker Request Form available on the rostrum.*

#### **Special Business**

1. Consider a Resolution Declaring the 2014 Selection Results of the Independent Special District Selection Committee.  
Recommended Action: Adopt a Resolution Declaring the Results of a Process to Select a Regular Special District Member Representative on LAFCO.
2. Administer the Oath of Office for Special District Member Graig Stephens.  
Recommended Action: LAFCO Chair Calcagno will administer the Oath of Office to Commissioner Stephens.

## **Consent Agenda**

*All items on the Consent Agenda will be approved in one motion and there will be no discussion on individual items, unless a Commissioner or member of the public requests a specific item to be pulled from the Consent Agenda for separate discussion.*

3. Draft Minutes from the March 24, 2014 LAFCO Regular Meeting  
Recommended Action: Approve minutes.
4. Anticipated Future Agenda Items  
Recommended Action: Accept report.
5. Report on Educational Activities of the California Association of Local Agency Formation Commissions  
Recommended Action: Accept report.
6. Report on Legislative Activities of the California Association of Local Agency Formation Commissions and Draft Letter of Support for Assembly Bill 1729 – Williamson Act.  
Recommended Action: Accept report and authorize Chair to sign a letter of support for Assembly Bill 1729.
7. Register of Checks for March 2014  
Recommended Action: Approve Register.

## **New Business**

8. Consider Appointment of Public Member Representatives.  
Recommended Action: Appoint Regular Public Member and Alternate Public Member to LAFCO.
9. Receive a Presentation on the 2014 Draft Economic Development Element of the City of Salinas General Plan.  
Recommended Action: Receive presentation for informational purposes only.

## **Public Hearings**

10. Consider Adoption of a Final Annual Budget for Fiscal Year 2014-2015.  
Recommended Action: Adopt a Resolution approving the Budget.
11. Acting as the Conducting Authority, Consider Any Protests of the Commission's March 24, 2014 Approval of the Castroville-Moss Landing District Consolidation (LAFCO File 14-02).  
Recommended Action: Adopt a Resolution ordering the consolidation, subject to applicable protest thresholds.

## **Executive Officer's Report**

*The Executive Officer may make brief announcements in the form of a written report or verbal update, and may not require Commission action. The public may address the Commission on these informational items.*

## **Commissioner Comments**

*Individual Commissioners may comment briefly on matters within the jurisdiction of LAFCO. No discussion or action is appropriate other than referral to staff or setting a matter as a future agenda item. The public may address the Commission on these informational items.*

## **Adjournment to the Next Meeting**

The next Regular LAFCO Meeting – Monday, May 19, 2014 at 4:00 p.m.

*Alternative Formats and Facility Accommodations: If requested, the agenda will be made available in alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 USC 12132) and the federal rules and regulations adopted in implementation thereof. Also if requested, facility accommodations will be made for persons with disabilities. Please contact (831) 754-5838 for assistance.*

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**KATE McKENNA, AICP**  
Executive Officer

DATE: April 28, 2014  
TO: Chair and Members of the Formation Commission  
FROM: Kate McKenna, AICP, Executive Officer  
SUBJECT: **RESOLUTION DECLARING THE 2014 SELECTION RESULTS OF THE INDEPENDENT  
SPECIAL DISTRICT SELECTION COMMITTEE**

**SUMMARY OF RECOMMENDATION:**

It is recommended that the Commission adopt a Resolution declaring the 2014 results of a process by the Independent Special District Selection Committee to select a Regular Member Representative on LAFCO.

**EXECUTIVE OFFICER'S REPORT:**

Attached is a Resolution declaring the results of the Independent Special District Selection Committee election that concluded on March 17, 2014. Incumbent Graig R. Stephens, a Director of the Soledad Community Health Care District, was selected to serve on LAFCO for a second term ending in May 2018.

Respectfully Submitted,



Kate McKenna, AICP  
Executive Officer

Attachment: Resolution

cc: Mary Ann Leffel, President, Special Districts Association of Monterey County  
Paul Ingram, Vice President, Special Districts Association of Monterey County

THE LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

**RESOLUTION NO. 14 – xx**

**INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE – LAFCO REGULAR MEMBER  
SELECTION RESULTS FOR A TERM ENDING IN MAY 2018**

WHEREAS, a vacancy for one Special District Member (Regular) seat was created by the completion of Graig R. Stephens' first term as a LAFCO Commissioner; and

WHEREAS, the Executive Officer determined that a meeting of the Independent Special District Selection Committee, for the purpose of selecting the Special District Member (Regular) Commissioner, was not feasible; and

WHEREAS, on February 14, 2014, the Executive Officer called for nominations to be submitted in writing within 30 days in accordance with State law and procedures adopted by the Independent Special District Selection Committee of Monterey County; and

WHEREAS, as of March 17, 2014, one qualified candidate, incumbent Graig R. Stephens, was nominated for the vacant seat; and

WHEREAS, Government Code section 56332(c)(1) states that if only one candidate is nominated for a vacant seat, that candidate shall be deemed selected, with no further proceedings; and

WHEREAS, it is now necessary and appropriate for the Commission to declare the results of this selection, and for the re-elected Member to take an oath of office and be seated with the Commission.

NOW THEREFORE, BE IT RESOLVED, by the Members of the Local Agency Formation Commission of Monterey County, that the report of the Executive Officer regarding the results from the election for the Special District Member is hereby accepted.

BE IT FURTHER RESOLVED, that Graig R. Stephens is hereby declared to be selected to the position of Special District Member (Regular) for a second term ending in May 2018.

UPON MOTION OF Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, the foregoing resolution is adopted this 28<sup>th</sup> day of April, 2014 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Louis R. Calcagno, Chair  
Local Agency Formation Commission of Monterey County

ATTEST: I certify that the within instrument is a true and complete copy of the original resolution of said Commission on file within this office.

Witness my hand this 28<sup>th</sup> day of April, 2014.

By: \_\_\_\_\_  
Kate McKenna, AICP, Executive Officer

# LAFCO *of Monterey County*

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LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

## **Oath of Office**

**Commissioner Graig R. Stephens**

April 28, 2014

Do you, Graig Stephens, solemnly swear that you will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that you will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that you take this obligation freely, without any mental reservation or purpose of evasion; and that you will well and faithfully discharge the duties upon which you are about to enter?

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

2014

**Commissioners**

**Chair**

Louis R. Calcagno  
*County Member*

**Vice Chair**

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**Draft MINUTES**

**LOCAL AGENCY FORMATION COMMISSION  
OF MONTEREY COUNTY**

**Monday, March 24, 2014**

**4:00 p.m.**

**Board of Supervisors Chambers  
Monterey County Government Center  
168 West Alisal Street, First Floor  
Salinas, California**

**Roll Call**

**Members Present**

Commissioner Calcagno (Chair)  
Commissioner Snodgrass (Vice Chair)  
Commissioner Darington  
Commissioner Gourley  
Commissioner Gunter  
Commissioner Orozco  
Commissioner Rubio  
Commissioner Poitras  
Commissioner Salinas  
Commissioner Stephens

**Members Absent** (Excused Absences)

None

**Members Not Present** (Presence Not Required)

Commissioner Armenta

**Call To Order**

The Local Agency Formation Commission was called to order by Chair Calcagno at 4:00 p.m. in the Monterey County Board of Supervisors Chambers.

### **Staff Present**

Kate McKenna, AICP, Executive Officer  
Leslie J. Girard, General Counsel  
Gail Lawrence, Clerk to the Commission  
Darren McBain, Senior Analyst

### **Pledge of Allegiance**

Commissioner Chair Calcagno asked Commissioner Gunter to lead the Pledge of Allegiance.

### **Publics Comments**

There were no Public Comments on items not on the Agenda.

### **Consent Calendar**

1. Approve the Draft Minutes of March 24, 2014.
2. Accept List of Anticipated Future Agenda Items.
3. Accept Quarterly Report on Activities of the California Association of Local Agency Formation Commissions.
4. Approve Register of Checks for March 2014.

There were no public or Commissioner comments for the Consent Items.

### **Commission Action**

Upon motion by Commissioner Orozco, seconded by Commissioner Stephens, the Consent Items were approved and approved. Abstain: Commissioner Rubio.

### **Public Hearings**

5. Consider the Draft 2014 Municipal Services Review and Sphere of Influence Study for the Castroville Community Services District, and Adopt a Resolution to:
  - a) Find that the action is exempt from provisions of the California Environmental Quality Act (CEQA) as “information collection” under Sections 14306 and 15061(b)(3) of the State CEQA Guidelines;
  - b) Adopt the *2014 Municipal Service Review and Sphere of Influence Study for the Castroville Community Services District*; and
  - c) Adopt the *Study’s* determinations that support updating the Castroville Community Services District Sphere of Influence to reflect consolidation with the Moss Landing County Sanitation District and designation of a Future Study Area on the east side of Highway 1 in Moss Landing.

Darren McBain, LAFCO Senior Analyst, presented the report.

Chair Calcagno opened the Public Hearing. There were public comments from Eric Tynan, Manager, Castroville Community Services District. Chair Calcagno closed the Public Hearing. There were no Commissioner comments.

Commission Action

Upon motion by Commissioner Snodgrass, seconded by Commissioner Salinas, the Commission unanimously adopted the Resolution approving the Draft 2014 Municipal Services Review and Sphere of Influence Study for the Castroville Community Services District.

6. Consider the Proposed Consolidation of the Castroville Community Services District and Moss Landing County Sanitation District (LAFCO File No. 14-02), and adopt a Resolution to:
  - a) Find that this proposal is exempt from environmental review pursuant to California Environmental Quality Act Guidelines section 15320; and
  - b) Approve the Consolidation of the Castroville Community Services District and Moss Landing County Sanitation District, based on the analysis and determinations in the *2014 Municipal Service Review and Sphere of Influence Study for the Castroville Community Services District*; and
  - c) Set April 28, 2014 at 4:00 p.m. as the Conducting Authority hearing to consider any protests of this consolidation.

Executive Officer McKenna gave a report. Senior Analyst Darren McBain provided a presentation.

Chair Calcagno opened the Public Hearing. There were comments from Eric Tynan, Manager, Castroville Community Services District, and David Lewis, Board Member of Castroville Community Services District. Chair Calcagno closed the Public Hearing. Commissioners Snodgrass and Salinas provided comments.

Commission Action

Upon motion by Commissioner Salinas, seconded by Commissioner Rubio, the Commission unanimously adopted the Resolution approving the Consolidation of the Castroville Community Services District and Moss Landing County Sanitation District (LAFCO File No. 14-02).

7. Consider the Proposed Annual Work Program for Fiscal Year 2014-2015.

Executive Officer McKenna gave a report. Chair Calcagno opened the Public Hearing. There were no public comments. Chair Calcagno closed the hearing. Commissioner Salinas provided comments on behalf of the Budget and Finance Committee.

Commission Action

Upon motion by Commissioner Salinas, seconded by Commissioner Rubio, the Commission unanimously adopted a Resolution approving the Final Work Program for Fiscal Year 2014-2015, per recommendations of the Budget and Finance Committee.

8. Consider the Proposed Annual Budget for Fiscal Year 2014-2015.

Executive Officer McKenna gave a report. Chair Calcagno opened the Public Hearing. There were no public comments. Chair Calcagno closed the hearing.

Commissioner Darington asked a question about the audit contract amendment that had been approved at the February 24 LAFCO meeting. Commissioners Rubio and Salinas provided comments on behalf of the Budget and Finance Committee, including the proposed reduction in total expenditures as compared to the current fiscal year, and the use of the Unreserved Fund Balance to reduce costs to local agencies.

Commission Action

Upon motion by Commissioner Rubio, seconded by Commissioner Salinas, the Commission adopted the Proposed Annual Budget for Fiscal Year 2014-2015 as recommended by the Budget and

Finance Committee, directed that the proposed budget be circulated to local agencies for review and comment, and that the second Public Hearing of the Proposed Annual Budget for Fiscal Year 2014-2015 be scheduled for the April 28, 2014 Regular Commission meeting.

### **New Business**

9. Consider a Comment Letter Prepared by LAFCO for the Draft 2035 Metropolitan Transportation Plan/Sustainable Communities Strategy and Draft Environmental Impact Report (Association of Monterey Bay Area Governments).

Executive Officer Kate McKenna gave a report. There were no public comments. Commissioner Salinas asked to be informed if the LAFCO comments are not addressed by AMBAG.

#### Commission Action

Upon motion by Commissioner Orozco, seconded by Commissioner Stephens, the Commission authorized the Comment Letter prepared by LAFCO for the Draft 2035 Metropolitan Transportation Plan/Sustainable Communities Strategy and Draft Environmental Impact Report (Association of Monterey Bay Area Governments).

10. Consider a Comment Letter prepared by LAFCO on the Draft Regional Housing Needs Allocation Plan (Association of Monterey Bay Area Governments).

Executive Officer Kate McKenna gave a report. There were no public comments and no Commissioner comments.

#### Commission Action

Upon motion by Commissioner Darington, seconded by Commissioner Stephens, the Commission unanimously authorized the Comment Letter prepared by LAFCO for the Draft Regional Housing Needs Allocation Plan (Association of Monterey Bay Area Governments).

### **Executive Officer Reports**

11. Executive Officer McKenna reported on the selection process for the Special District seat held by Commissioner Stephens. The term is expiring in May 2014. Commissioner Stephens re-applied during a Call for Nominations period, and there were no other nominations. As he is the only candidate, state law provides that a ballot and election process are not required. Commissioner Stephens will be sworn in and seated for another term at the next LAFCO meeting.

Executive Officer McKenna announced that the terms of the two Public Member seats held by Commissioners Darington and Gourley will expire in May 2014. The Executive Officer will issue a Notice of Vacancy and request applications. Both incumbents intend to re-apply. Applications are due by April 18, and the Commission may make appointments on April 28.

### **Announcements**

There were no Commissioner announcements.

### **Adjournment To Next Meeting**

Chair Calcagno adjourned the meeting at 4:28 pm. The next regular LAFCO meeting is scheduled for Monday, May 19, 2014 at 4:00 p.m.

**LOCAL AGENCY FORMATION COMMISSION**

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**KATE McKENNA, AICP**  
**Executive Officer**

[www.monterey.lafco.ca.gov](http://www.monterey.lafco.ca.gov)

**DATE:** April 28, 2014

**TO:** Chair and Members of the Formation Commission

**FROM:** Kate McKenna, AICP, Executive Officer

**SUBJECT: ANTICIPATED FUTURE AGENDA ITEMS**

**SUMMARY OF RECOMMENDATION:**

This report is for information only.

**EXECUTIVE OFFICER'S REPORT:**

Following are current work priorities and a partial list of items that the Commission may consider in coming months.

**Anticipated Agenda Items by December 2014**

1. Municipal Service Review and Sphere of Influence Update for **Monterey Regional Waste Management District** (*Initiated by LAFCO. Anticipated hearing in October 2014.*)
2. **South Monterey County Fire Protection District** – Sphere of Influence Amendment and Annexation of 5,000+ acres in South County. (*LAFCO Application No. 13-05 was filed on July 10, 2013. Incomplete status, pending the District-County approval of a property tax transfer agreement. Parties are in discussion.*)
3. Municipal Service Review for **Carmel Area Wastewater District** (*Study initiated by LAFCO in April 2014.*)
4. **Carmel Area Wastewater District** – Sphere of Influence Amendment to include certain properties near the mouth of the Carmel Valley that are reasonably expected to be served by CAWD in the next 20 years (e.g., September Ranch, Point Lobos State Parks lands that already receive CAWD service by out-of-area contracts, etc.). (*Initiated by LAFCO in April 2014. SOI study to be coordinated with Municipal Service Review. District will prepare Sphere of Influence amendment application.*)
5. **Carmel Area Wastewater District** - Annexation of significant portions of the District's existing (and proposed) Sphere of Influence near the mouth of the Carmel Valley. (*Application is being prepared by District; not yet received. This District-initiated application will not include September Ranch or other annexation proposals that would require extensive CEQA compliance.*)

Anticipated Future Agenda Items  
April 28, 2014

6. Municipal Service Review for the **City of Gonzales** (*Will be initiated by LAFCO by June 2014*).
7. **City of Gonzales** – Comprehensive Sphere of Influence Amendment (*Initiated by City with pre-app meeting in April 2014. Will coordinate with preparation of Municipal Service Review. Application is being prepared by City; anticipate receipt of application in July and hearing in October 2014. County and City adopted a pre-SOI agreement in March/April 2014*).

**Anticipated Agenda Items by June 2015**

8. Prepare a comprehensive set of Policies and Procedures for all LAFCO office functions, including human resources rules and regulations.
9. **City of Greenfield** – Potential Commercial/Industrial and Residential Annexation Proposals (Franscioni, Scheid, Rich, and others). (*Initial preliminary discussions have been held with some of these owners. Anticipate annexation proposals for southern area properties by June 2015. No timeline estimate for annexation of the other areas*).
10. Municipal Service Review and Sphere of Influence Update for **Pajaro-Sunny Mesa Community Services District** (*MSR and SOI study will be initiated by LAFCO. Will coordinate with PSMCSD on preparation of SOI application*).
11. **Pajaro-Sunny Mesa Community Services District** – Consolidation with **Pajaro County Sanitation District** (*Initiated by County and PSMCSD; parties are in discussion and have not yet submitted application to LAFCO*).
12. Municipal Service Review for **Marina Coast Water District** (*Initiated by LAFCO. Administrative draft was prepared by LAFCO staff and reviewed with District in 2013. In February 2014, MCWD formed an ad hoc committee to meet with Seaside County Sanitation District to resolve ongoing issues regarding establishment of an appropriate boundary between the two districts. See related Sphere of Influence amendment item below. MSR and SOI adoption schedule is dependent on the districts*).
13. Municipal Service Review for the **Seaside County Sanitation District** (*Initiated by LAFCO*). Administrative draft MSR was prepared by LAFCO staff and reviewed with District. As of April 2014, SCSD intends to meet with MCWD to resolve ongoing issues, and then will arrange a stakeholders meeting to discuss a proposed Sphere of Influence. See related Sphere of Influence amendment item below. MSR and SOI adoption schedule is dependent on the two districts).
14. **Marina Coast Water District** – Sphere of Influence Amendment and Annexation of Portions of the Former Fort Ord to Provide Water and Wastewater Services (*to be initiated by District. See MSR discussion above*).
15. **Seaside County Sanitation District** – Sphere of Influence Amendment to Include Portions of the Former Fort Ord to Provide Wastewater Services (*to be initiated by District. See MSR discussion above*).
16. Municipal Service Review for the **City of Seaside** (*Will be initiated by LAFCO at such time as warranted by schedule for potential SOI Amendment, see description below*).
17. **City of Seaside** – Sphere of Influence Amendment and Annexation of the Proposed Monterey Downs Project, Horse Park and Central Coast Veterans Cemetery (*to be initiated by City*).
18. Municipal Service Review and Sphere of Influence Update for **Salinas Valley Memorial Healthcare System** (*to be initiated by LAFCO*).

## Anticipated Future Agenda Items

April 28, 2014

19. Municipal Service Review and Sphere of Influence Update for **San Ardo Water District** *(to be initiated by LAFCO)*.
20. Municipal Service Review and Sphere of Influence Update for **San Lucas County Water District** *(to be initiated by LAFCO)*.
21. Municipal Service Review and Sphere of Influence Update for **Boronda County Sanitation District** *(to be initiated by LAFCO)*.
22. Municipal Service Review and Sphere of Influence Update for **Monterey County Regional Sanitation District**, a dependent district of the Monterey Regional Water Pollution Control Agency *(to be initiated by LAFCO)*.
23. Municipal Service Review and Sphere of Influence Update for **Monterey Peninsula Water Management District** *(to be initiated by LAFCO)*.
24. Municipal Service Review and Sphere of Influence Update for **City of Soledad** *(will be initiated by LAFCO, if determined necessary depending on the scope of subareas under consideration, below)*.
25. **City of Soledad** – Sphere of Influence Amendment and Annexation of Miravale IIB Subdivision. Additional potential inclusions: Existing 10-Unit residential development near Gabilan Drive, Front Street freeway interchange safety improvements, 4.35-acre expansion area near the “Soledad Entry Commercial Annexation,” Metz Road bypass, Los Coches Adobe vicinity; possibly others. *(to be initiated by City)*.

### Anticipated Agenda Items with No Timeline Estimate

26. **City of Marina** – Annexation of portions of the former Fort Ord within the City’s existing Sphere of Influence.
27. **County Service Area 15** (Serra Village/Toro Park) – Possible reorganization of government structure and services.
28. **Soledad Community Health Care District** – Comprehensive Sphere of Influence Amendment and Annexation. May include a Municipal Service Review update.
29. **Mission Soledad Rural Fire Protection District** – Sphere of Influence Amendment and Annexation to include build-out of the proposed Paraiso Springs Resort.

Respectfully Submitted,



Kate McKenna, AICP,  
Executive Officer

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**KATE McKENNA, AICP**  
**Executive Officer**

DATE: April 28, 2014

TO: Chair and Members of the Formation Commission

FROM: Kate McKenna, AICP, Executive Officer

**SUBJECT: REPORT ON EDUCATIONAL ACTIVITIES OF THE CALIFORNIA ASSOCIATION OF  
LOCAL AGENCY FORMATION COMMISSIONS (CALAFCO)**

**SUMMARY OF RECOMMENDATION:**

This report is for information only.

**EXECUTIVE OFFICER'S REPORT:**

On April 23-25, LAFCO staff and General Counsel will attend a staff training workshop in Berkeley, hosted by CALAFCO. Executive Officer Kate McKenna will co-present a session on the use of Memorandums of Agreement to establish Spheres of Influence and promote interagency coordination. The workshop's program is provided as **Attachment 1**.

The annual CALAFCO conference will occur on October 15-17 in Ontario, California. CALAFCO's Program Committee is soliciting session proposals, due April 30 (**Attachment 2**). In June, the Commission will be requested to authorize attendance and act on other conference business items.

Respectfully Submitted,



Kate McKenna, AICP  
Executive Officer

Attachments:

1. 2014 CALAFCO Staff Workshop: Program
2. 2014 CALAFCO Annual Conference: Call for Presentations

# 2014 CALAFCO STAFF WORKSHOP



*Building Bridges to the Future:  
Collaboration & Cooperation*

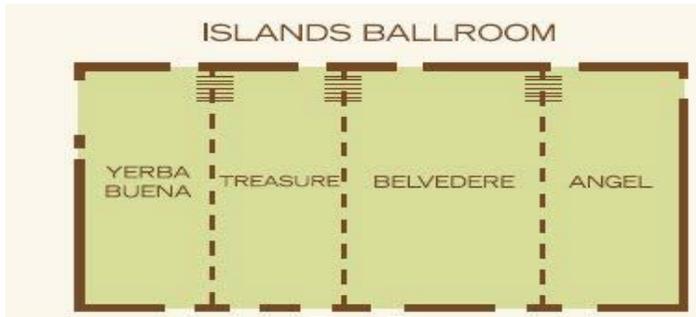


**April 23 - 25, 2014**  
**DoubleTree Hotel**  
**Berkeley, CA**

*Hosted by Alameda LAFCo with assistance from the other Bay Area LAFCos*



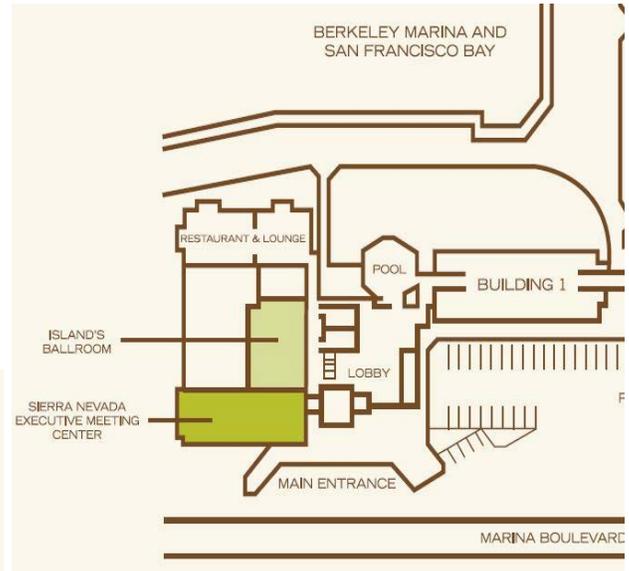
## Facility Layout and Meeting Rooms



First Floor



Third Floor



## WORKSHOP AT-A-GLANCE

### Wednesday, April 23, 2014

7:45 am	Mobile Workshop
1:30 pm	Workshop Welcome
1:45 pm	General Session: Collaborating With and Influencing Others
3:30 pm	Roundtables: Staff, Attorneys and Associate Members
5:30 pm	Beer & Wine Competition Reception

### Thursday, April 24, 2014

7:00 am	Breakfast		
9:00 am	Concurrent Sessions	Walking with Dinosaurs	Creating a Clerks Manual
10:45 am		Toolkits for Scoping MSR	What's in Your Staff Report
			Clerks Manual, con't.
12:00 pm	Lunch		
1:45 pm	Concurrent Sessions	MSRs for Brave New World	MOAs
3:30 pm		Why Does the County and SBOE Care About LAFCo?	Minutes - How Much is Enough/ Admin Record
		Is it Getting Hot in Here?	Who is OPEB?
6:00 pm	Pre-Dinner Reception		
6:30 pm	CALAFCO Dinner		

### Friday, April 25, 2014

7:00 am	Breakfast
9:00 am	General Session: Collaboration & Insights Into Common Legislative Issues
10:30 am	CALAFCO Business
11:00 am	Debrief & Evaluation



## Tuesday, April 22, 2014

4:00 pm – 6:00 pm      **Registration - LOBBY**

## Wednesday, April 23, 2014

7:00 am – 5:00 pm      **Registration - LOBBY**

7:45 am – 12:30 pm    **Mobile Workshop**  
Meet at CALAFCO Registration Area - **LOBBY**

1:30 pm – 1:45 pm      **Workshop Welcome - BELVEDERE/ANGEL**

**Sblend Sblendorio**, Chairperson, Alameda LAFCo  
**Christine Daniel**, Berkeley City Manager  
**Pamela Miller**, Executive Director, CALAFCO

1:45 pm – 3:15 pm      **General Session - BELVEDERE/ANGEL**

### Collaborating With and Influencing Others

Understanding the Role of Neuro-Science in our Actions and Reactions

**Speaker:** Scott Winter

3:15 pm – 3:30 pm      **BREAK - FOYER**

3:30 pm – 5:00 pm      **Concurrent Sessions**

1. **Consolidated Staff Roundtable - BELVEDERE/ANGEL**
2. **Attorney Roundtable - MARIPOSA**
3. **Associate Members - LOUNGE**

5:30 pm – 7:00 pm      **Beer and Wine Competition Reception - OUTDOOR PATIO**  
(QUARTER DECK ROOM IF BAD WEATHER)



## Thursday, April 24, 2014

8:00 am – 5:00 pm      **Registration - LOBBY**

7:00 am – 9:00 am      **Breakfast - FOYER/LOUNGE**

9:00 am – 10:30 am    **Concurrent Sessions**

### 1. **Walking with Dinosaurs - BELVEDERE/ANGEL**

The session will provide an overview of LAFCo and boundary law preceding CKH, including how procedures and responsibilities changed over the years. One objective of the session is to better understand documentation in files predating CKH. The session will touch upon:

- Boundary commissions
- Knox-Nisbet Act of 1963
- District Reorganization Act of 1965
- Municipal Organization Act of 1977
- Completion procedures & documents under prior laws

*Attendees will receive CD with course content.*

**Speakers:** Kathy Rollings-McDonald, Executive Officer, San Bernardino LAFCo  
Bob Braitman, Executive Officer, San Benito LAFCo

**Moderator:** George Spillotis, Executive Officer, Riverside LAFCo

### 2. **Creating a Clerks' Manual: A Roadmap for Success - MARIPOSA**

LAFCo Clerks will continue work to create a standardized clerks manual, which can be customized with your specific LAFCo's processes and procedures.

**Speaker:** Pamela Miller, Executive Director, CALAFCO

**Moderators:** Jillian Rachal, Clerk, San Joaquin LAFCo  
Jennifer Goss, Clerk, Stanislaus LAFCo

10:30 am - 10:45 am    **BREAK - FOYER**



**Thursday, April 24, 2014 con't.**

10:45 am - 12:00 pm **Concurrent Sessions**

**1. Building Bridges to Somewhere: Toolkits for LAFCos in Scoping MSRs - BELVEDERE**

Worn out with completing MSRs the way you always have? Join this session which will focus on practical tools and procedures that you can use to efficiently and effectively develop MSRs that will be of value to your commission, the public and other agencies.

**Speakers:** Christine Crawford, Executive Officer, Yolo LAFCo  
Marjorie Blom, Executive Officer, Stanislaus LAFCo

**Moderator:** Carole Cooper, Assistant Executive Officer, Sonoma LAFCo

**2. What's in Your Staff Report? - ANGEL**

This will be a case study on an actual pending city annexation and an assessment of how the regions approach staff's analysis, report format, and presentation. Everyone attending the session will be considered commissioners and will observe how the different regions present the proposal information.

**Speakers:** Crystal Craig, Analyst, Riverside LAFCo  
Kris Berry, Executive Officer, Placer LAFCo  
Keene Simonds, Executive Officer, Marin LAFCo  
Jan Lopez, Executive Officer, Shasta LAFCo

**Moderator:** Doug Dorado, Analyst, Los Angeles LAFCo

**3. Creating a Clerks' Manual: A Roadmap for Success (continuation) - MARIPOSA**

12:00 – 1:30 pm

**LUNCH - TREASURE/YERBA BUENA**

**Keynote Speaker: Dr. Frances Malamud-Roam**, will discuss her recent book *The West Without Water: What Past Floods, Droughts, and Other Climatic Clues Tell Us about Tomorrow*, which documents the tumultuous climate of the American West over twenty millennia, with tales of past droughts and deluges and predictions about the impacts of future climate change on water resources.

1:45 pm – 3:15 pm

**Concurrent Sessions**

**1. MSRs for a Brave New World - BELVEDERE**

MSRs will be examined as instruments in a logical evolution of LAFCo authority. This session will summarize MSR history and current function and use, to set a foundation for a panel discussion that explores how MSRs may be used in the future, how the legislative context could change, and how LAFCo could choose to increase the benefit of MSRs for local agencies through local policies and practices or through greater interaction with other regulatory agencies. The panel will also address whether these changes would result in greater benefit or simply additional workload. CEQA and its evolution since the early 1970s will be presented as a possible analogue.

**Speakers:** Pat McCormick, Executive Officer, Santa Cruz LAFCo  
Kathy Rollings-McDonald, Executive Officer, San Bernardino LAFCo  
Neelima Palacherla, Executive Officer, Santa Clara LAFCo

**Moderator:** David Fey, Executive Officer, Fresno LAFCo

**2. Building Bridges with Memoranda of Agreement - ANGEL**

MOAs/MOUs can be used as a bridge building tool and help clarify the roles and responsibilities of agencies. This tool can also shape future land uses within a SOI and processes for coordinating and moving forward with development. Monterey and San Luis Obispo LAFCos have used the MOA/MOU process to get agencies on the same page and help promote interagency coordination. This session will explore the value of these agreements, the issues that can be addressed, and the methods for getting the MOA/MOU done.

**Speakers:** Kate McKenna, Executive Officer, Monterey LAFCo  
Thomas Truskowski, Community Development Director, City of Gonzales

**Moderator:** David Church, Executive Officer, San Luis Obispo LAFCo

**Building Bridges**



San Mateo Bridge



Bay Bridge



Golden Gate



**Thursday, April 24, 2014 con't.**

1:45 pm – 3:15 pm

**3. Clerks' Breakout - MARIPOSA**

**PART I: Why does the County Care about LAFCo?**

This part of the session will provide a real life example of how (& why) various county departments assist with the LAFCo process.

**Speakers:** Carol Orth, Division Chief, Alameda County Auditor's Office  
Chuck Ludwig, Mapping Supervisor, Alameda County Assessor's Office  
Rich Conway, Administrative Analyst, Alameda County Administrator's Office  
Dustin Zafren, GIS Technician, Alameda County Registrar of Voters  
Albert Lopez, Director, Alameda County Planning Department

**PART II: Why does the State Board of Equalization Care about LAFCo?**

This part of the session will review the Statement of Boundary Change form and most current requirements.

**Speakers:** Ric Schwarting, Research Manager, Tax Area Services Section, SBOE; Anna Marie Price, Research Analyst II, SBOE; Errol Tankiamco, Research Analyst II, SBOE; Nikkole Smith, Research Analyst II, SBOE

**Moderator:** Sandy Hou, Clerk, Alameda LAFCo

3:15 pm – 3:30 pm

**BREAK - FOYER**

3:30 pm – 5:00 pm

**Concurrent Sessions**

**1. Is it Getting Hot in Here? - BELVEDERE**

How to manage a meeting, deal with political pressure, keep your integrity and your job...effectively guiding your commission

**Speakers:** Scott Browne, LAFCo Legal Counsel  
Paul Hood, Executive Officer, Santa Barbara LAFCo  
Rich Bottarini, Executive Officer, Sonoma LAFCo

**Moderator:** Steve Lucas, Executive Officer, Butte LAFCo

**2. Who Is OPEB and Why Is He Getting All My Money? - ANGEL**

An overview of the concepts of OPEB (Other Post-Employment Benefits) costs and unfunded pension liabilities and identifying ways to address them

**Speakers:** Marilyn Everett, Matson & Isom Accountants  
John E. Bartel, Bartel Associates

**Moderator:** José Henríquez, Executive Officer, El Dorado LAFCo

**3. Clerks' Breakout - MARIPOSA**

**Part I: Minutes - How Much is Enough?**

Information on the purpose of minutes, incorporating the changes of SB751 and the Clerk's role in administering the rules of order

**Part II: The LAFCo File: Paper Trail or Administrative Record**

Key points of records maintenance and documentation of LAFCo actions.

**Speaker:** Rebecca Lowery, Clerk, San Bernardino LAFCo

**Moderators:** Candice Bozzard, Clerk, Marin LAFCo  
Patricia Wood, Clerk, Los Angeles LAFCo

6:00 pm – 6:30 pm

**CALAFCO Pre-Dinner Reception - FOYER**

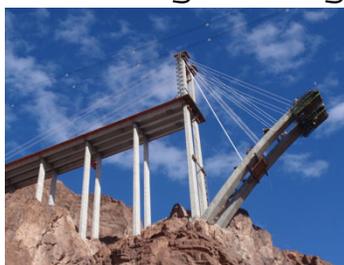
6:30 pm – 8:30 pm

**CALAFCO Dinner - TREASURE/YERBA BUENA**

**Building Bridges**



Bay Bridge



San Rafael Bridge



Benecia-Martinez Bridge



**Friday, April 25, 2014**

- 7:00 am – 9:00 am      **Breakfast** - FOYER /LOUNGE
- 9:00 am – 10:15 am    **General Session** - BELVEDERE/ANGEL  
**Collaboration and Insights into Common Legislative Issues**  
A panel discussion with our legislative staff partners from the California State Association of Counties, League of California Cities, and California Special Districts Association  
**Speakers:**    Kiana Buss, Legislative Representative, CSAC  
                         Kirstin Kolpitcke, Legislative Representative, League of California Cities  
                         Kyle Packham, Director, Advocacy & Public Affairs, CSDA  
**Moderator:**   Pamela Miller, Executive Director, CALAFCO
- 10:15 am – 10:30 am    **BREAK** - FOYER
- 10:30 am – 11:00 am    **CALAFCO Business** - BELVEDERE/ANGEL  
**Speaker:**      Pamela Miller, Executive Director, CALAFCO
- 11:00 am – 11:45 am    **Debrief and Evaluation** - BELVEDERE/ANGEL  
**Speaker:**      Pamela Miller, Executive Director, CALAFCO

**THANK YOU FOR VISITING BERKELEY...SAFE TRAVELS!!**

**UPCOMING CALAFCO EVENTS**

**CALAFCO U SESSIONS**

*June 16, 2014*

*LAFCo Best Practices in Sacramento*

Featuring 2013 Project of the Year nominations from Contra Costa, San Diego, San Joaquin, Stanislaus\*, and Ventura LAFCos  
\*named Project of the Year

*August 11, 2014*

*Ag Mitigation in Sacramento*

*December 8, 2014*

*Legal Interpretations of C-K-H in Sacramento*

**CALAFCO ANNUAL CONFERENCE**

*October 15 - 17, 2014*

*DoubleTree by Hilton in Ontario  
San Bernardino LAFCo, Host*





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Candice Bozzard, Marin LAFCo  
Scott Browne, Various LAFCos  
David Church, San Luis Obispo LAFCo  
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Lou Ann Texeira, Contra Costa LAFCo  
Patricia Wood, Los Angeles LAFCo

*CALAFCO extends its appreciation to our host, Alameda LAFCo, and in particular Mona Palacios and Sandy Hou for all of their hard work and dedication in hosting this staff workshop. Thank you also to the Bay area LAFCos who supported and contributed to the hosting efforts. We also wish to acknowledge the work of the Program Committee and the leadership of Steve Lucas in designing a strong, value-added program for this year's Workshop. Thanks also to all of our speakers for sharing your knowledge and expertise.*

**CALAFCO STAFF**

**Pamela Miller**  
Executive Director

**Jeni Tickler**  
Executive Assistant

**Clark Alsop**  
Counsel

**Jim Gladfelter**  
CPA

**Marjorie Blom**  
Executive Officer

**Steve Lucas**  
Deputy Executive Officer

**Samuel Martinez**  
Deputy Executive Officer

**David Church**  
Deputy Executive Officer



CALIFORNIA ASSOCIATION OF LOCAL AGENCY FORMATION COMMISSIONS  
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# CALL FOR PRESENTATIONS

## 2014 CALAFCO Annual Conference

**October 15 – 17, 2014**  
**DoubleTree by Hilton ♦ Ontario, CA**

The California Association of Local Agency Formation Commissions provides educational, networking and resource sharing opportunities to the commissioners and staff of California's 58 member Local Agency Formation Commissions. The Annual Conference brings together nearly 300 commissioners and executive staff from around the state.

CALAFCO is soliciting session proposals for the 2014 Annual Conference, to be held October 15 – 17, 2014 at the DoubleTree by Hilton, in Ontario, California. This is an opportunity to share effective models, policies, best practices, research and information, and innovative approaches addressing the processes and issues confronted by Local Agency Formation Commissions around the state. Our theme this year is: *LAFCO: The Next 50 Years Shaping Communities of Tomorrow With Innovative Ideas Today*



*To help us develop an exciting and motivating program we invite you to consider contributing a session!* Any interested individual, agency or firm is invited to submit a presentation proposal. **Submission deadline is Wednesday, April 30, 2014, at 5:00 p.m.**

The Program Committee is particularly seeking presentations that introduce new ideas, convey useful strategies, identify lessons learned, and strengthen attendees' existing skills and knowledge. Potential topics for presentations include, but are definitely not limited to, these subject areas:

- ◆ Public engagement in LAFCo processes
- ◆ Leadership practices
- ◆ Challenges of municipal service delivery
- ◆ Financing municipal services
- ◆ Regional and intergovernmental collaboration and relations
- ◆ Fiscal challenges facing local agencies
- ◆ Assessing reorganization proposals (consolidation of agencies)
- ◆ Water issues including availability, delivery and quality
- ◆ Ethical considerations in boundary, formation, consolidation and service delivery decisions
- ◆ LAFCo management practices
- ◆ Issues of commission independence
- ◆ Service delivery in economically disadvantaged communities
- ◆ Updates of Municipal Service Reviews
- ◆ Agricultural and open space protection

## Guidelines for Presentations

1. Presentations must have a focus on LAFCo policy or operations and include practical application to the work of LAFCo commissioners and staff.
2. Presentations may not be used to market products or services. Sponsorships with tabletop exhibit space are available for that purpose. Please contact CALAFCO for information on sponsorships.
3. Presentation format and duration are either 60-75 minute general sessions or 75 minute breakout sessions. Please indicate which session you are proposing.
4. Presenters submitting proposals are required to pay the registration fee. In addition, no honoraria or travel expense reimbursement is provided for any presenter submitting through this "Call for Presentations."
5. The standard audio/visual equipment provided by CALAFCO includes LCD projector, laptop computer, screen, and podium microphones. Flip charts available upon request.
6. Final presentations should be submitted not later than two weeks prior to the conference. Presentations and handout materials will be posted on the CALAFCO web site.
7. Presenters are responsible for printing and providing handout materials.
8. The presentation proposal should include the following elements:
  - ◆ Title of the presentation.
  - ◆ A concise description of the session, specifically summarizing content. Up to 200 words.
  - ◆ Learning objectives, described from the attendees' standpoint: what will attendees be able to do on completion of the session. Up to four objectives.
  - ◆ Proposed timeline of the session.
  - ◆ Each presenter's name, title and a brief biography.
  - ◆ Contact information for the proposer.

**Submission deadline is Wednesday, April 30, 2014, at 5:00 p.m.**

**Presentation proposals should be submitted electronically to:**

Marjorie Blom, Executive Officer, Stanislaus LAFCo and CALAFCO Executive Officer at [Blomm@stancounty.com](mailto:Blomm@stancounty.com)

Please provide a copy of the submittal to CALAFCO Executive Director Pamela Miller at [pmiller@calafco.org](mailto:pmiller@calafco.org)

**Questions on the Conference or Sponsorships?**

Please contact CALAFCO Executive Director Pamela Miller at (916) 442-6536 or [pmiller@calafco.org](mailto:pmiller@calafco.org)



LOCAL AGENCY FORMATION COMMISSION  
P.O. Box 1369 132 W. Gabilan Street, Suite 102  
Salinas, CA 93902 Salinas, CA 93901  
Telephone (831) 754-5838 Fax (831) 754-5831  
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**KATE MCKENNA, AICP**  
Executive Officer

DATE: April 28, 2014

TO: Chair and Members of the Formation Commission

FROM: Kate McKenna, AICP, Executive Officer

**SUBJECT: REPORT ON LEGISLATIVE ACTIVITIES OF THE CALIFORNIA ASSOCIATION OF LOCAL AGENCY FORMATION COMMISSIONS (CALAFCO), AND DRAFT LETTER OF LOCAL SUPPORT FOR ASSEMBLY BILL 1729-WILLIAMSON ACT**

**SUMMARY OF RECOMMENDATIONS:**

It is recommended that the Commission:

1. Receive legislative update (**Attachment 1**) from the California Association of Local Agency Formation Commissions (CALAFCO); and
2. Authorize Chair Calcagno to execute a letter of local support (**Attachment 2**) for Assembly Bill (AB) 1729.

**EXECUTIVE OFFICER'S REPORT:**

On March 21, the CALAFCO Legislative Committee met to discuss several bills pending in the State Legislature. **Attachment 1** is a summary of the Committee's meeting.

CALAFCO has requested letters of support for AB 1729. This bill would appropriate \$40,000,000 in State funding to restore Williamson Act subvention payments to counties. The funding would reimburse counties for property tax revenues not received as a result of contracts with agricultural landowners. This bill is consistent with LAFCO's legislative purposes to preserve open space and agricultural lands. It is also consistent with LAFCO of Monterey County's past advocacy work to strengthen Williamson Act-related legislation. A recommended letter of support is provided in **Attachment 2**.

Respectfully Submitted,



Kate McKenna, AICP  
Executive Officer

Attachments: (1) CALAFCO Legislative Update and (2) Draft Support Letter- AB 1729

From: eo-bounces@calafco.org [eo-bounces@calafco.org] On Behalf Of Pamela Miller [pmiller@calafco.org]  
Sent: Tuesday, April 01, 2014 4:48 PM  
To: info@calafco.org  
Subject: [EO] **CALAFCO Legislative Committee Update**

Good afternoon EOs and Counsel.

As many of you know (because you participated), the Leg Committee met in Ontario on March 21st. Attached are the draft summary/action minutes of that meeting. As you will see, CALAFCO took a number of actions relating to several bills. Here is a summary of those actions, with links to the current language of each bill. Letters of position from all LAFCos as noted below will be greatly appreciated.

AB 2762 <[http://www.leginfo.ca.gov/pub/13-14/bill/asm/ab\\_2751-2800/ab\\_2762\\_bill\\_20140324\\_introduced.pdf](http://www.leginfo.ca.gov/pub/13-14/bill/asm/ab_2751-2800/ab_2762_bill_20140324_introduced.pdf)> (ALGC) - CALAFCO Sponsor – C-K-H Omnibus bill. This bill contains a number of clean-up items to C-K-H, with several others approved by the leg committee to be added via an amendment prior to its scheduled hearing at the end of this month. CALAFCO letter of support is attached as a template for your commission. The bill will likely be heard at the end of April. Letter due to the ALGC by 4/23.

AB 1729 <[http://www.leginfo.ca.gov/pub/13-14/bill/asm/ab\\_1701-1750/ab\\_1729\\_bill\\_20140320\\_amended\\_asm\\_v98.pdf](http://www.leginfo.ca.gov/pub/13-14/bill/asm/ab_1701-1750/ab_1729_bill_20140320_amended_asm_v98.pdf)> (Logue) – CALAFCO Support – Williamson Act. As amended, appropriates \$40M from General Fund in FY 14/15 for subvention payments to counties. CALAFCO letter is attached as a template for your commission. The bill is currently assigned to Assembly Appropriations with no hearing date set yet. Send letters to the Chair of that committee, Assembly member Mike Gatto, with a copy to the ALGC and Logue (see attached) as soon as you can.

AB 2156 <[http://www.leginfo.ca.gov/pub/13-14/bill/asm/ab\\_2151-2200/ab\\_2156\\_bill\\_20140324\\_amended\\_asm\\_v98.pdf](http://www.leginfo.ca.gov/pub/13-14/bill/asm/ab_2151-2200/ab_2156_bill_20140324_amended_asm_v98.pdf)> (Achadjian) – CALAFCO Support - LAFCo and JPAs. As amended, the bill introduces JPAs into C-K-H by naming JPAs as one of the entities LAFCo can request information from for studies, and includes JPA agreements as an item LAFCo may request from JPAs. CALAFCO letter is attached as a template for your commission. This bill is set for hearing via the consent calendar in the ALGC on 4/2. Send your letters to Assembly member Achadjian.

AB 1527 <[http://www.leginfo.ca.gov/pub/13-14/bill/asm/ab\\_1501-1550/ab\\_1527\\_bill\\_20140317\\_amended\\_asm\\_v98.pdf](http://www.leginfo.ca.gov/pub/13-14/bill/asm/ab_1501-1550/ab_1527_bill_20140317_amended_asm_v98.pdf)> (Perea) – CALAFCO Oppose unless amended – Drinking Water. Per the author's office the intent of this bill was to eliminate the liability of a water agency that consolidates with another that is in trouble. However, as amended this bill will completely bypass the LAFCo process for consolidation of water districts and have the DPH provide the approval of consolidation. Furthermore, the way in which the bill is currently written, the "assuming water agency" is the only agency that needs to agree to the consolidation. In addition the bill is written to address all types of water agencies (public, private and mutuals). The bill was originally scheduled for a 3/25 hearing in the Assembly Environmental Safety & Toxic Materials Committee. However, the ALGC requested to hear the bill first, so it was pulled from the S&TM and is currently in Assembly Rules awaiting committee re-assignment. CALAFCO has requested ALGC staff facilitate conversation with the

author's office, CALAFCO, ACWA and CSDA on appropriate amendments. CALAFCO is awaiting committee assignment to create the letter of position.

AB 1961 <[http://www.leginfo.ca.gov/pub/13-14/bill/asm/ab\\_1951-2000/ab\\_1961\\_bill\\_20140325\\_amended\\_asm\\_v98.pdf](http://www.leginfo.ca.gov/pub/13-14/bill/asm/ab_1951-2000/ab_1961_bill_20140325_amended_asm_v98.pdf)> (Eggman) – CALAFCO Watch – Sustainable Farmland Strategy. As amended, the bill requires counties with 4% or more of its land zoned as agricultural to create a sustainable farmland strategy (sfs) effective January 1, 2018, in consultation with cities and LAFCo, and to update the sfs as necessary. The bill also requires OPR to create best practices that support ag land retention and mitigation and recommendations on the role of LAFCo in the preservation of ag zoned lands (when considering annexations and service extensions) in the next update of the General Plan. In addition, the bill adds the sfs as a factor for LAFCo to consider (Sec. 56668) in the review of a proposal.

The legislative committee identified a number of issues with the bill (please see the minutes for details), all of which are being addressed with the Assembly Ag Committee and author's office. The bill is scheduled to be heard in the ALGC on 4/2. CALAFCO will continue to work on the amendments needed and reconsider our position based on the outcome of those negotiations.

As always you can access all of the bills CALAFCO is tracking on the CALAFCO website inside the Legislation Section – Daily Legislative report (you have to sign in to access this info).

Thank you,

Pamela

Pamela Miller  
Executive Director  
California Association of Local Agency Formation Commissions  
1215 K Street, Suite 1650  
Sacramento, CA 95814  
916-442-6536

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**2014**

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Kate McKenna, AICP  
*Executive Officer*

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[www.monterey.lafco.ca.gov](http://www.monterey.lafco.ca.gov)

April 28, 2014

The Honorable Mike Gatto, Chair  
Assembly Appropriations Committee  
California State Capitol, Rm 2114  
Sacramento, CA 95814

RE: AB 1729 (Logue) – Williamson Act – SUPPORT

Dear Assembly Member Gatto:

On behalf of the Local Agency Formation Commission (LAFCO) of Monterey County, I am writing to express our support for Assembly Bill 1729 by Assembly Member Logue. This bill would reinstate the Williamson Act alternative funding mechanism.

The Williamson Act was intended to be a partnership between the State, counties and landowners to preserve agricultural resources. Counties, in exchange for implementing the State goal of farm and ranch land preservation, were to receive a partial replacement of their foregone property tax from the land enrolled in the program. State subventions have not been paid since 2009, and Monterey County is struggling to meet its responsibilities under the Williamson Act. AB 1729 would reinstate the program, providing counties with subvention funding from the State.

LAFCO of Monterey County is strongly committed to meeting its legislative mandates to balance growth and development with discouraging sprawl and protecting open space and agricultural lands. Agriculture plays a key role in maintaining our vibrant local economy, and this County stands as one of the nation's top agricultural producers. Monterey County's agriculture contributes more than \$8 billion per year to the local economy, including more than \$4 billion in direct economic output. Our County produces about 10 percent of California's agricultural output, on about one percent of the State's irrigated farmland. This success is in part the result of farmland preservation partnerships between LAFCO, our cities, the County of Monterey, landowners and the Ag Land Trust, with support from the State and Governments. One noteworthy measure of these partnerships is that about 770,000 acres in Monterey County are under Williamson Act contracts.

Although Monterey County's agricultural land is among the most productive in the world, conversion to non-agricultural land uses remains a threat. Between 2006 and 2008, 2,514 acres of Monterey County's Important Farmland were

converted to urban uses, according to the Department of Conservation's most recent California Farmland Conversion Report (2011). This is an indicator of the ongoing need to retain and strengthen the protections afforded by programs such as the Williamson Act alternative funding mechanism.

Restoration of subvention payments for foregone property tax revenues is staunchly supported by the Local Agency Formation Commission of Monterey County. The Williamson Act has proven an effective tool for protecting prime agricultural lands in our County and throughout the State of California. Elimination of State subventions without provision of an alternative funding mechanism has caused great concern at the local level. Financial incentives to maintain Williamson Act contracts are critical to LAFCO's legislative mandates and purposes.

For these reasons, LAFCO of Monterey County respectfully urges your Committee's support of the Williamson Act and requests an "Aye" vote on AB 1729 when it is heard in your committee.

Sincerely,

Louis. R. Calcagno,  
Chair

cc: Members, Assembly Local Government Committee  
Misa Yokoi-Shelton, Associate Consultant, Assembly Local Government Committee  
William Weber, Consultant, Assembly Republican Caucus  
Honorable Dan Logue, California State Assembly  
Pamela Miller, Executive Director, California Association of Local Agency Formation  
Commissions  
Mike Novo, Director of Planning, County of Monterey



**LAFCO  
LOCAL AGENCY FORMATION COMMISSION  
OF MONTEREY COUNTY  
WARRANT REGISTER  
FOR MARCH 2014**

DATE	CK#	NAME	DESCRIPTION	CHECK AMOUNT	DEPOSIT AMOUNT	ACCOUNT BALANCE
<b>Beginning Balance 3/1/14</b>						<b>\$ 103,980.78</b>
03/01/2014	4572	United Group Insurance Trust	March 2014 Dental \$321.41;Vision \$36.84	358.25		103,622.53
03/01/2014	4573	IBM Corporation	Leased Computers from 3/1/14-3/31/14 for Lafco staff	171.16		103,451.37
03/01/2014	EFT	CalPERS Health	March 2014 Health Insurance EFT#1000399645	3,080.83		100,370.54
03/13/2014		QuickBooks Payroll Service	For Payroll Period Ending 3/7/14 Paid 3/14/14	9,397.02		90,973.52
03/14/2014	4577	Darren J McBain	For Payroll Period Ending 3/7/14 Paid 3/14/14	0.00		90,973.52
03/14/2014	4578	Gail M Lawrence	For Payroll Period Ending 3/7/14 Paid 3/14/14	0.00		90,973.52
03/14/2014	4579	Kathryn M. McKenna	For Payroll Period Ending 3/7/14 Paid 3/14/14	0.00		90,973.52
03/14/2014	4580	Cardmember Service	3/6 Monterey Bay Regional Economic Forum 2014	95.00		90,878.52
03/14/2014	4581	Hayashi & Wayland, LLP	Accounting Services #72520	3,000.00		87,878.52
03/14/2014	4582	King City Rustler	1 Year Subscription	49.70		87,828.82
03/14/2014	4583	SDRMA	2013-14 4th Quarter W/C Premium (April-Jun)	1,853.00		85,975.82
03/14/2014	4584	SlingShot Connections	Temp Services: Jimenez, Alma for W/E 2/2/14-3/2/14	991.58		84,984.24
03/14/2014	4585	State Board Of Equalization	Bolmquist Reorganization (Lafco file 97-11)	350.00		84,634.24
03/14/2014	4586	The Salinas Californian	ACCT NO. 702489 For period 2/3/14-3/2/14	476.44		84,157.80
03/14/2014	4587	County of Monterey, Information Technology	Computer Support Services	3,179.34		80,978.46
03/14/2014	EFT	CalPERS 457 Program	CalPers 457 Deferred Compensation Contribution	2,056.92		78,921.54
03/14/2014	EFT	CalPERS Retirement	CalPers Retirement Contribution	2,302.16		76,619.38
03/14/2014	EFT	EDD	State Payroll Tax Deposit	1,040.16		75,579.22
03/14/2014	EFT	EFTPS	Federal Payroll Tax Deposit	2,720.68		72,858.54
03/15/2014	DEP		AT&T Mobility Refund		31.78	72,890.32
03/27/2014		QuickBooks Payroll Service	For Payroll Period Ending 3/21/14 Paid 3/28/14	8,899.31		63,991.01
03/28/2014	4588	Darren J McBain	For Payroll Period Ending 3/21/14 Paid 3/28/14	0.00		63,991.01
03/28/2014	4589	Gail M Lawrence	For Payroll Period Ending 3/21/14 Paid 3/28/14	0.00		63,991.01
03/28/2014	4590	Kathryn M. McKenna	For Payroll Period Ending 3/21/14 Paid 3/28/14	0.00		63,991.01
03/28/2014	4591	Thomas A. McCue	VOID: Direct Deposit	0.00		63,991.01
03/28/2014	4592	Thomas A. McCue	For Payroll Period Ending 3/21/14 Paid 3/28/14	0.00		63,991.01
03/28/2014	4593	Bruce Lindsey	Monthly Building Rent	1,926.28		62,064.73
03/28/2014	4594	Copymat	Outside Printing Customer#L01004	464.06		61,600.67
03/28/2014	4595	Jobs Available	Recruitment Advertising	234.00		61,366.67
03/28/2014	4596	Magellan Behavioral Health	EAP Insurance Apr 2014-June 2014	80.40		61,286.27
03/28/2014	4597	Office Depot	Restocking Fee	51.35		61,234.92
03/28/2014	4598	Pitney Bowes	Mailing System Rental	158.77		61,076.15
03/28/2014	4599	Principal Life	March and April 2014 Benefits: LTD,ADD,STD,Life	679.84		60,396.31
03/28/2014	4600	Quality Water Enterprises, Inc.	Water Dispenser Rental	15.92		60,380.39
03/28/2014	4601	SlingShot Connections	Temp Services: Jimenez, Alma for W/E 10/13, 11/10,3/9,3/16	798.49		59,581.90
03/28/2014	4602	AT&T	Telephone Service from 1/12/14-3/11/14	289.22		59,292.68
03/28/2014	4603	AT&T Mobility	Telephone Service 2/14/14-3/13/14	146.03		59,146.65

**LAFCO  
LOCAL AGENCY FORMATION COMMISSION  
OF MONTEREY COUNTY  
WARRANT REGISTER  
FOR MARCH 2014**

<b>DATE</b>	<b>CK#</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>CHECK AMOUNT</b>	<b>DEPOSIT AMOUNT</b>	<b>ACCOUNT BALANCE</b>
03/28/2014	4604	Workin.com, Inc.	Job Placement Advertising	319.00		58,827.65
03/28/2014	EFT	CalPERS 457 Program	CalPers 457 Deferred Compensation Contribution	1,747.96		57,079.69
03/28/2014	EFT	CalPERS Retirement	CalPers Retirement Contribution	1,924.29		55,155.40
03/28/2014	EFT	EDD	State Payroll Tax Deposit	1,362.37		53,793.03
03/28/2014	EFT	EFTPS	Federal Payroll Tax Deposit	1,990.10		51,802.93
				<b>\$ 52,209.63</b>	<b>\$ 31.78</b>	
<b>Ending Balance 3/31/14</b>						<b>\$ 51,802.93</b>

LOCAL AGENCY FORMATION COMMISSION  
P.O. Box 1369 132 W. Gabilan Street, Suite 102  
Salinas, CA 93902 Salinas, CA 93901  
Telephone (831) 754-5838 Fax (831) 754-5831  
[www.monterey.lafco.ca.gov](http://www.monterey.lafco.ca.gov)

**KATE McKENNA, AICP**  
**Executive Officer**

DATE: April 28, 2014

TO: Chair and Members of the Formation Commission

FROM: Kate McKenna, AICP, Executive Officer

**SUBJECT: PUBLIC MEMBER AND ALTERNATE PUBLIC MEMBER APPOINTMENTS**

**SUMMARY OF RECOMMENDATIONS:**

The following actions are recommended:

1. Receive the Executive Officer's report;
2. Invite Public Member candidates to introduce themselves;
3. Invite public comments, and
4. Appoint one Public Member Commissioner and one Alternate Public Member Commissioner to represent the general public on LAFCO.

**EXECUTIVE OFFICER'S REPORT:**

The terms of LAFCO Public Member Commissioner Sherwood Darington and Alternate Public Commissioner Matt Gourley will expire in May 2014. Public notice was given to let Monterey County residents know that LAFCO is seeking Public Members. Public Members are selected by other Members of the Commission.

**Candidates and Qualifications**

Five candidates, including the two incumbents, submitted letters of interest to serve on LAFCO as representatives of the general public. Their letters are provided in **Attachment 1**. The seats are open to Monterey County residents with an interest in the operation and organization of local governments. Public Members cannot be an officer or employee of Monterey County, or

any city or special district within this County. Any conflicts must be resolved prior to taking the Oath of Office.

### **Appointment Process**

The Commission is requested to review the qualifications of eligible candidates. Some of the candidates may be able to attend the meeting to introduce themselves. Selection of the two Public Member representatives requires the affirmative vote of at least one City Member, one Special District Member, and one County Member. Also, the appointments need at least four votes of those Commissioners qualified to vote on the matter.

Appointed or re-appointed representatives will be sworn into office at the Commission's next regular meeting. The four-year terms of the positions will be through May 2018.

### **Alternative Actions**

To supplement the process outlined above, the Commission may form an ad-hoc committee to interview candidates and make recommendations prior to Commission action.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Kate McKenna". The signature is written in a cursive style with a long horizontal flourish at the end.

Kate McKenna, AICP  
Executive Officer

Attachments: Letters of Interest and Resumes of Qualified Candidates

# LAFCO *of Monterey County*

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LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

## Public Member Applicants April 18, 2014

1. Sandy Coplin
  2. Sherwood Darington
  3. Matthew Gourley
  4. Mark Lasnik
  5. Matthew Ottone
-

**LOCAL AGENCY FORMATION COMMISSION**

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**KATE McKENNA, AICP**

**Executive Officer**

**DATE:** April 28, 2014  
**TO:** Chair and Members of the Formation Commission  
**FROM:** Kate McKenna, AICP, Executive Officer  
**SUBJECT:** **2014 DRAFT GENERAL PLAN ECONOMIC DEVELOPMENT ELEMENT (CITY OF SALINAS) – INFORMATION ONLY**

**SUMMARY OF RECOMMENDATION:**

It is recommended that the Commission receive an informational presentation about the City's Draft Economic Development Element and next steps.

**EXECUTIVE OFFICER'S REPORT:**

Mr. Doug Yount, Program Manager, City of Salinas, has graciously agreed to provide a courtesy introduction about a City planning effort to promote economic prosperity. Since 2013, the City has been engaged in preparing an Economic Development Element of the General Plan. LAFCO of Monterey County is identified as a stakeholder in this planning process. The Executive Officer has attended community workshops and meetings with City staff.

A public review draft of the Economic Development Element was released on April 4. It is available on the project website BusinessinSalinas.com. Among other things, the draft Element identifies 25 opportunity areas (**Attachment 1**). Several of the areas (K, J, F, B, N and L1/L2) lie outside of the adopted Sphere of Influence (**Attachment 2**). The City intends to prepare an Environmental Impact Report in compliance with the California Environmental Quality Act (CEQA), before the City Council considers adopting the new General Plan Element and making related changes to other General Plan Elements. The City would eventually seek a revision of the adopted 2006 City-County Greater Salinas Area Memorandum of Understanding, and would apply to LAFCO for a Sphere of Influence amendment.

As a regulatory body and a CEQA Responsible Agency, LAFCO has a duty to participate as early as possible in the City's planning and environmental review processes. The April 28 presentation is for information only. The Executive Officer will request formal LAFCO review, comment and action at points in the future.

Respectfully Submitted,

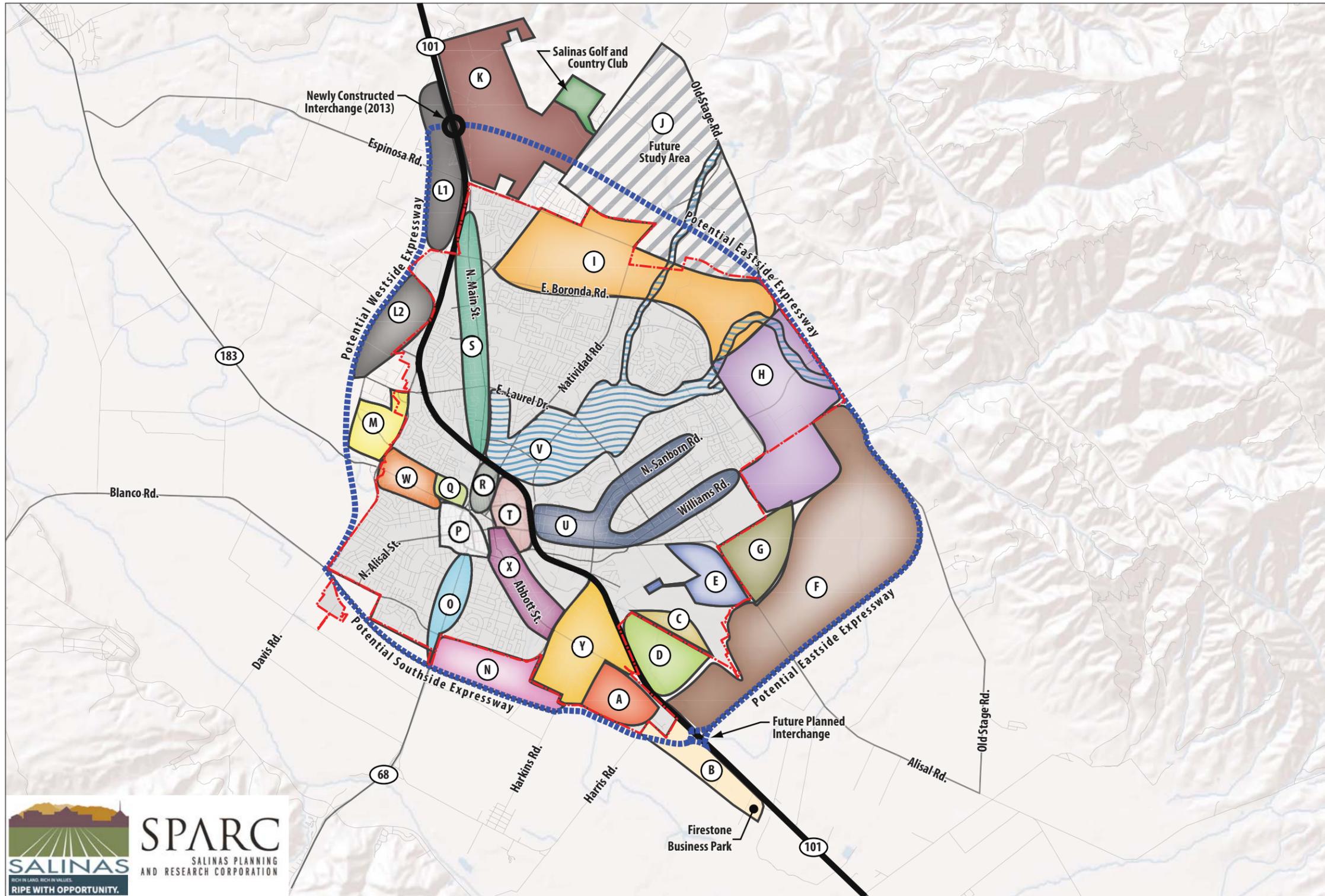


Kate McKenna, AICP,  
Executive Officer

cc: Doug Yount, City of Salinas  
Michael Groves, EMC Planning Group

Attachments:

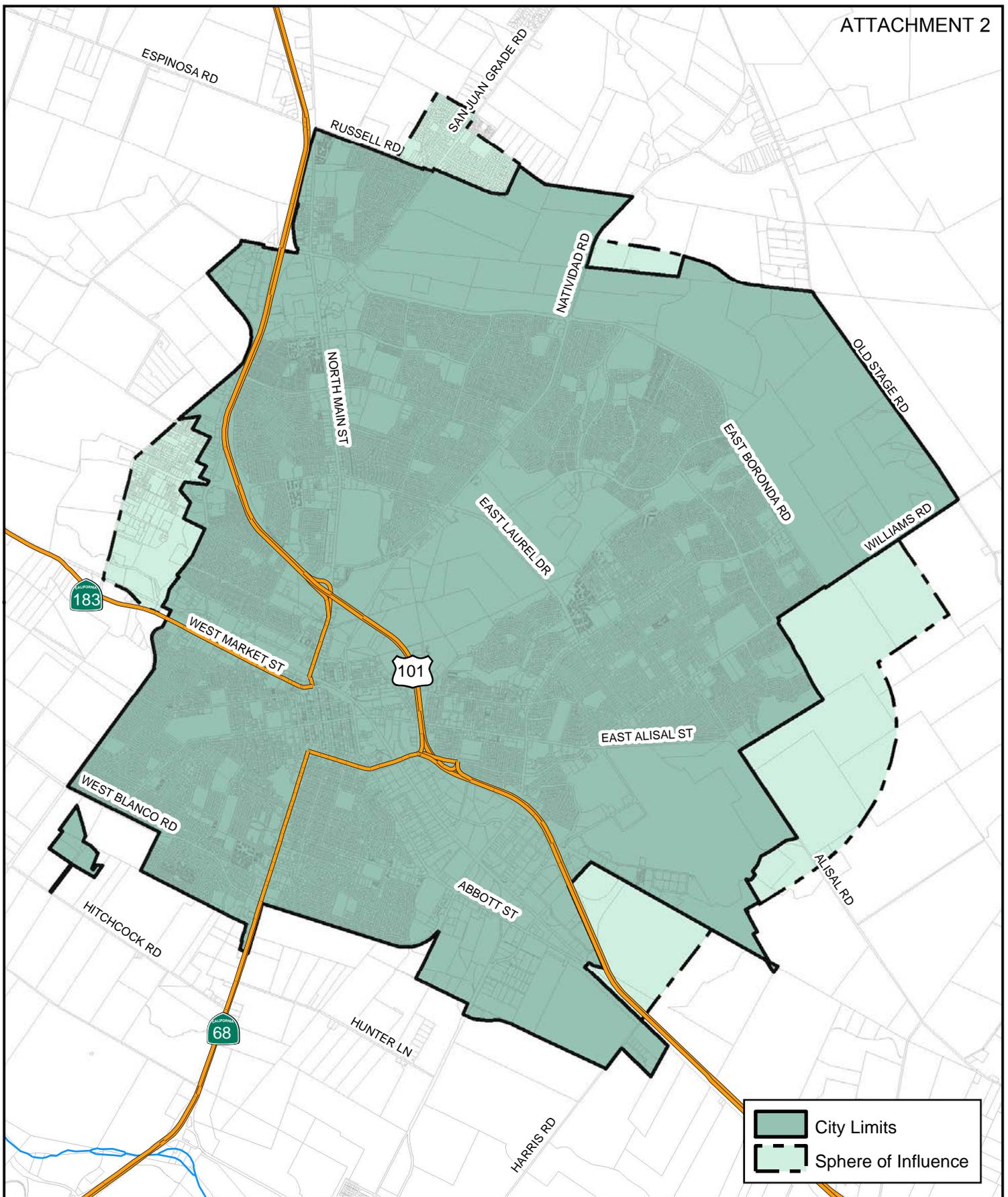
- 1- Draft Economic Development Element Figure 3: Economic Opportunity Areas
- 2- LAFCO's Adopted Map of Salinas City Limits and Sphere of Influence



\*Note: Locations of potential expressways are approximate and subject to further study  
 Source: City of Salinas 2012, ESRI 2010

(Presented as Figure 3 in Volume I: Economic Development Element)  
**Economic Opportunity Areas**  
 Salinas Economic Development Element





**LAFCO of Monterey County**

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**CITIES**

**SALINAS**

Last LAFCO-Approved Change: 03/29/2010  
Sphere of Influence Affirmed: 09/27/2010  
Map Prepared: 06/21/2012



## **Proposed Expenditures and Reduced Budget Finding**

The proposed total budget for FY 2014-2015 (\$779,600) is a .003 percent decrease as compared to the current year budget (\$781,991). It is 13.6 percent less than LAFCO's highest annual budget in FY 2007-2008 (\$903,351). Total expenditures for Employee Salaries and Benefits line items (\$604,000) will decrease as compared to the current year budget (\$608,391). Total expenditures for Services and Supplies (\$175,600) will increase slightly as compared to the current year (\$173,600). The emphasis is on the cost-efficient delivery of core services in a responsive, professional and legally defensible manner.

Adoption of the proposed budget must include a finding that the Commission's work can be reasonably accomplished with a reduced overall budget. Core services for FY 2014-2015 are described in the annual work program adopted on March 24. Demands for some of LAFCO's services (the processing of boundary change applications and preparation of Municipal Service Reviews and Sphere of Influence studies and amendments, in particular) will continue to place high demands on existing staff resources. With careful management of resources and priorities, the Commission can make the necessary finding for the FY 2014-2015 budget.

## **Proposed Revenue and Cost Allocations**

The primary revenue source is annual contributions from the County, 12 cities and 43 independent special districts. Each group of local agencies is responsible for one-third of the total LAFCO costs. The proposed cost-share amount for each of the three groups would be \$249,367 in FY 2014-2015. This amount is slightly lower than the current year shares (\$250,164). Cost share allocations for individual cities will be based on revenue data that is being compiled by the County Auditor-Controller, and will be available by early June. Cost share allocations for individual districts will also be available by early June, based on updated revenue data and the results of a current mail-in election on proposed changes to the districts' cost-share allocation formula.

The proposed revenue includes a contribution of \$20,000 from the Unreserved Fund Balance. This reduces the cost share for local agencies. Although the Commission's general policy is not to draw down the Unreserved Fund Balance, an exception is proposed because designated reserves are funded at target levels and the Unreserved Fund Balance is healthy.

Minor sources of revenue include project fees and interest earned on funds held in the County Treasury.

## **Public Hearing Notices and Local Agency Comments**

Local agencies received direct notice of the March 24 and April 28 hearings, and copies of reports, the proposed draft budget, and proposed final budget. Public notice was provided by newspaper, website, and other postings. No comments were received as of mid-April, but are invited through the close of the April 28 hearing.

**Alternative Actions**

The Commission may change the recommended budget or provide other direction to the Executive Officer.

Respectfully Submitted,



Kate McKenna, AICP  
Executive Officer

Attachments: Resolution and Proposed Final Budget for Fiscal Year 2014-2015

cc: County, Cities and District Managers  
County Auditor-Controller's Office

**THE LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY**

**RESOLUTION NO. 14-xx**

**RESOLUTION OF THE LOCAL AGENCY FORMATION COMMISSION  
ADOPTING THE FINAL FISCAL YEAR 2014-2015 BUDGET**

WHEREAS, these proceedings are taken in conformance with the provisions of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, commencing with Section 56000 of the Government Code; and

WHEREAS, the Budget and Finance Committee of the Local Agency Formation Commission of Monterey County considered a proposed budget and work program on February 14, 2014, and made its recommendations to the full Commission; and

WHEREAS, the Local Agency Formation Commission of Monterey County considered these recommendations, conducted an initial public hearing, adopted a final work program, and adopted a proposed reduced budget on March 24, 2014; and

WHEREAS, the adopted proposed budget was distributed to the Board of Supervisors, to each city and to each independent special district for review and comment through the close of a second hearing on April 28, 2014; and

WHEREAS, both hearings were duly noticed in accordance with the requirements of Cortese-Knox-Hertzberg Act of 2000;

NOW, THEREFORE, the Local Agency Formation Commission of Monterey County does HEREBY RESOLVE, DETERMINE, AND ORDER as follows:

- a. That the Commission finds that the reduced final budget will maintain staffing and services at an adequate level to ensure that the Commission can fulfill the purposes and programs of the Cortese-Knox-Hertzberg Act as reflected in the final work program; and
- b. That the Commission adopts a final budget for Fiscal Year 2014-2015 (Exhibit 1); and
- c. That the Executive Officer shall transmit the adopted final budget to the Board of Supervisors, to each city, and to each independent special district, and
- d. That the Executive Officer shall transmit the adopted final budget to the Auditor-Controller for apportionment of the net operating expenses pursuant to the requirements of Government Code Section 56381(b)(1).

UPON MOTION OF Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, the foregoing resolution is adopted this 28th day of April, 2014 by the following vote:

AYES:	Commissioners:
NOES:	Commissioners:
ABSENT:	Commissioners:
ABSTAIN:	Commissioners:

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Louis R. Calcagno, Chair  
Local Agency Formation Commission of Monterey County

ATTEST: I certify that this resolution is a true and complete record of said Commission's actions.

Witness my hand this 28th day of April, 2014.

By: \_\_\_\_\_  
Kate McKenna, AICP, Executive Officer

**LAFCO** *of Monterey County*

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LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

# FINAL PROPOSED BUDGET FOR FY 2014-2015

April 28, 2014

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LAFCO *of Monterey County*

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LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

SUMMARY OF PROPOSED  
EXPENDITURES AND REVENUES  
FOR FINAL PROPOSED FY 2014-2015 BUDGET

APRIL 28, 2014

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**LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY**  
**Final Proposed Budget Worksheet for FY 2014-2015**  
**April 28, 2014**

	Adopted Budget for Fiscal Year 2013-14	Estimated Year-End Expenditures for Fiscal Year 2013-14 (Includes Adopted Budget Amendment No. 1)	Proposed Budget for Fiscal Year 2014-15
<b>SUMMARY OF PROPOSED EXPENDITURES - FISCAL YEAR 2014-15</b>			
6000 Employee Salaries	\$ 408,946.00	\$ 408,946.00	\$ 419,000.00
6100 Employee Benefits	\$ 199,445.00	\$ 191,445.00	\$ 185,000.00
7000 Postage and Shipping	\$ 2,500.00	\$ 2,500.00	\$ 3,000.00
7010 Books and Periodicals	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
7030 Copy Machine Charges	\$ 4,500.00	\$ 6,500.00	\$ 6,500.00
7040 Outside Printers	\$ 4,000.00	\$ 4,000.00	\$ 5,000.00
7060 Office Supplies	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00
7070 Office Equipment and Furnishings	\$ -	\$ -	\$ -
7080 Computer/Hardware/Peripherals	\$ 7,000.00	\$ 7,000.00	\$ 2,500.00
7085 Computer Support Services (Fixed Costs)	\$ 7,000.00	\$ 7,000.00	\$ 7,500.00
7090 Computer Support Services (Variable Costs)	\$ 6,000.00	\$ 11,000.00	\$ 6,000.00
7100 Computer Software	\$ 2,500.00	\$ 2,500.00	\$ 500.00
7105 Meeting Broadcast Services	\$ 3,300.00	\$ 3,300.00	\$ 3,300.00
7110 Property and General Liability Insurance	\$ 5,500.00	\$ 5,500.00	\$ 5,300.00
7120 Office Maintenance Services	\$ 400.00	\$ 400.00	\$ 400.00
7130 Other Equipment Maintenance	\$ -	\$ -	\$ -
7140 Travel	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
7150 Training, Conferences and Workshops	\$ 8,500.00	\$ 8,500.00	\$ 8,500.00
7160 Vehicle Mileage	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
7170 Rental of Buildings	\$ 23,300.00	\$ 23,300.00	\$ 23,300.00
7200 Telephone Communications	\$ 5,000.00	\$ 5,000.00	\$ 6,000.00
7230 Temporary Help Services (Clerical)	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
7240 Outside Professional Services - Total for Line Items 7242 - 7249	\$ 63,500.00	\$ 55,500.00	\$ 62,000.00
7242 Accounting and Financial Services	\$ 37,500.00	\$ 37,500.00	\$ 37,500.00
7245 General Counsel and Special Counsel	\$ 13,000.00	\$ 5,000.00	\$ 11,500.00
7247 Human Resources	\$ -	\$ -	\$ -
7248 Annual Audit	\$ 13,000.00	\$ 13,000.00	\$ 13,000.00
7249 Temporary Professional Services	\$ -	\$ -	\$ -
7250 Miscellaneous Office Expenses	\$ 600.00	\$ 600.00	\$ 600.00
7260 Legal Notices	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
7261 Pass-Through Expenses	\$ -	\$ -	\$ -
7270 Recruitment Expenses	\$ -	\$ 4,000.00	\$ -
7280 LAFCO Memberships	\$ 4,400.00	\$ 4,400.00	\$ 4,700.00
7290 Litigation Reserve	\$ 100.00	\$ 100.00	\$ -
7285 Records Storage and Security	\$ 5,000.00	\$ 10,000.00	\$ 10,000.00
7295 Contingency Reserve (See Note 2)	\$ -	\$ -	\$ -
<b>SUB TOTAL EXPENDITURES</b>	<b>\$ 781,991.00</b>	<b>\$ 781,991.00</b>	<b>\$ 779,600.00</b>
<b>LESS PASS-THROUGH EXPENSES (Acct. 7261)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES (NET)</b>	<b>\$ 781,991.00</b>	<b>\$ 781,991.00</b>	<b>\$ 779,600.00</b>

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY  
 FINAL PROPOSED BUDGET WORKSHEET  
 FISCAL YEAR 2014-2015  
 April 28, 2014

<b>PROPOSED REVENUES - FISCAL YEAR 2014-2015</b>			
<b>Revenue</b>	<b>Adopted Budget Revenues for Fiscal Year 2013-14</b>	<b>Estimated Year-End Revenues Fiscal Year 2013-2014</b>	<b>Anticipated Budget Revenues for Fiscal Year 2014-2015</b>
Source:			
4000 - Project Fees - See Note 1	\$ 10,000	\$ 10,000.00	\$ 10,000.00
4001 - Pass-through Fees	\$ -	\$ -	\$ -
4205 - County Contribution	\$ 250,164	\$ 250,164.00	\$ 249,367.00
4210 - City Contributions	\$ 250,164	\$ 250,164.00	\$ 249,367.00
4220 - Independent Special District Contributions	\$ 250,164	\$ 250,164.00	\$ 249,367.00
3810 - Contingency Reserve	\$ -	\$ -	\$ -
3850 - Unreserved Fund Balance - Supplement	\$ 20,000	\$ 20,000.00	\$ 20,000.00
4300 - Interest	\$ 1,500	\$ 1,500.00	\$ 1,500.00
<b>SUB TOTAL REVENUES</b>	<b>\$ 781,992</b>	<b>\$ 781,992.00</b>	<b>\$ 779,601.00</b>
<b>LESS PASS-THROUGH INCOME (Acct. 4001)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL REVENUE (NET)</b>	<b>\$ 781,992</b>	<b>\$ 781,992.00</b>	<b>\$ 779,602.00</b>

**NOTE 1** Commission policy is to show anticipated project fees as revenue in the year in which the fees are collected.

**LAFCO** *of Monterey County*

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LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

DETAIL OF PROPOSED EXPENDITURES  
FOR FINAL PROPOSED FY 2014-15 BUDGET

April 28, 2014

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**LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY**  
**Final Proposed Budget Worksheet for FY 2014-2015**  
**April 28, 2014**

	<b>Adopted Budget for Fiscal Year 2013-14</b>	<b>Estimated Year-End Expenditures for Fiscal Year 2013-14 (Includes Adopted Budget Amendment No. 1)</b>	<b>Proposed Budget for Fiscal Year 2014-15</b>
<b>6000 EMPLOYEE SALARIES</b>			
This line item continues to fund four staff positions that support all work of the Commission (Executive Officer, Senior Analyst, Associate Analyst, Clerk). Includes merit step increase and COLA for the Analyst and Clerk positions. Includes overtime allowance for Clerk position. Includes salary adjustment for EO position per Employment Agreement approved on February 24, 2014.	\$ 408,946.00	\$ 408,946.00	\$ 419,000.00
<b>6100 EMPLOYEE BENEFITS</b>			
This line item reduces benefits by eliminating the employer contribution to the employee share of retirement plan contributions. As of July 1, 2014, employees will pay 100% of this cost, resulting in a cost savings to LAFCO. A two-year phase-out of this benefit began in July 2012. No new benefits and no other benefit changes are assumed in this line item. See Budget Amendment No. 1 for explanation of estimated year-end expenses for FY 2013-14.	\$ 199,445.00	\$ 191,445.00	\$ 185,000.00
<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>\$ 608,391.00</b>	<b>\$ 600,391.00</b>	<b>\$ 604,000.00</b>

**LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY**  
**Final Proposed Budget Worksheet for FY 2014-2015**  
**April 28, 2014**

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	<b>Adopted Budget for Fiscal Year 2013-14</b>	<b>Estimated Year-End Expenditures for Fiscal Year 2013-14 (Includes Adopted Budget Amendment No. 1)</b>	<b>Proposed Budget for Fiscal Year 2014-15</b>
<b>SERVICES &amp; SUPPLIES</b>			
<b>7000 Postage and Shipping</b> Includes postage for general correspondence and agenda packet delivery, express mail, and certified mail. Also includes LAFCO election mailings to independent special districts, and mailings required for budget distribution.	\$ 2,500.00	\$ 2,500.00	\$ 3,000.00
<b>7010 Books &amp; Periodicals</b> Includes newspaper subscriptions, publications and codes on LAFCO law, CEQA, employment law and other publications necessary to keep current on laws and trends.	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
<b>7030 Copy Machine Charges</b> Includes copier machine lease.	\$ 4,500.00	\$ 6,500.00	\$ 6,500.00
<b>7040 Outside Printers</b> Includes copying of agenda packets, large volume publications, maps and other occasional needs.	\$ 4,000.00	\$ 4,000.00	\$ 5,000.00
<b>7060 Office Supplies</b> Includes annual consumable goods for office operations and work production.	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00
<b>7070 Office Equipment &amp; Furnishings</b> Includes office furniture such as small tables and miscellaneous items. Not funded.	\$ -	\$ -	\$ -
<b>7080 Computer Hardware and Peripherals</b> Includes lease of work station computers.	\$ 7,000.00	\$ 7,000.00	\$ 2,500.00

**LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY**  
**Final Proposed Budget Worksheet for FY 2014-2015**  
**April 28, 2014**

	<b>Adopted Budget for Fiscal Year 2013-14</b>	<b>Estimated Year-End Expenditures for Fiscal Year 2013-14 (Includes Adopted Budget Amendment No. 1)</b>	<b>Proposed Budget for Fiscal Year 2014-15</b>
<p><b>7085 Computer Support Services (Fixed Costs)</b>            Under contract with the County of Monterey or other vendor, this line item provides device support (e.g. computers and network printers). Services also include web site housing, email, internet and network access. County IT is primary vendor, and costs are fixed for device support. Occasional device support service by other vendors is not fixed.</p>	\$ 7,000.00	\$ 7,000.00	\$ 7,500.00
<p><b>7090 Computer Support Services (Variable Costs)</b>            Under contract with the County of Monterey, this line item provides micro systems (software) support, mapping and GIS support for LAFCO data layers that are stored in the County's centralized GIS system. Includes mapping/data analysis for LAFCO's busy Municipal Service Review/Sphere of Influence Update program. Charges are variable. See Budget Amendment No. 1 for explanation of estimated year-end expense for FY 2013-14.</p>	\$ 6,000.00	\$ 11,000.00	\$ 6,000.00
<p><b>7100 Computer Software</b>            Includes software updates and licenses to extend the life and compatibility of computers.</p>	\$ 2,500.00	\$ 2,500.00	\$ 500.00
<p><b>7105 Meeting Broadcast Services</b>            This account funds the live cable TV coverage of LAFCO meetings, and weekly TV re-broadcasts, under contract with the County of Monterey and its vendors. Costs are variable depending on number and length of meetings.</p>	\$ 3,300.00	\$ 3,300.00	\$ 3,300.00
<p><b>7110 Property and General Liability Insurance</b>            Property and Errors &amp; Omissions Insurance is obtained by contract with the Special Districts Risk Management Authority. Premiums reflect discounts for no claim history. Cost is fixed.</p>	\$ 5,500.00	\$ 5,500.00	\$ 5,300.00

**LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY**  
**Final Proposed Budget Worksheet for FY 2014-2015**  
**April 28, 2014**

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	<b>Adopted Budget for Fiscal Year 2013-14</b>	<b>Estimated Year-End Expenditures for Fiscal Year 2013-14 (Includes Adopted Budget Amendment No. 1)</b>	<b>Proposed Budget for Fiscal Year 2014-15</b>
<b>7120 Office Maintenance Services</b> Includes general office cleaning, including blinds, cabinets and underneath furniture. (Basic janitorial service to empty trash and sweep floors is included in office lease.)	\$ 400.00	\$ 400.00	\$ 400.00
<b>7130 Other Equipment Maintenance</b> Includes maintenance agreements for small office equipment. Not funded.	\$ -	\$ -	\$ -
<b>7140 Travel</b> Continues partial funding for employee, counsel and Commissioner travel for annual CALAFCO conference (Sept. 2014), annual CALAFCO staff workshop (April 2015), and classes. Includes some transportation, hotel and meal costs.	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
<b>7150 Training, Conferences and Workshops</b> Provides partial funding for employee, counsel and Commissioner registrations at annual CALAFCO conference (Sept. 2014), annual staff workshop (April 2015), and classes.	\$ 8,500.00	\$ 8,500.00	\$ 8,500.00
<b>7160 Vehicle Mileage</b> Reimbursement for use of personal vehicles, at the government rate.	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
<b>7170 Rental of Building</b> Continues a favorable five-year lease extension agreement with rent rollbacks. Includes utilities.	\$ 23,300.00	\$ 23,300.00	\$ 23,300.00
<b>7200 Telephone Communications</b> Includes telephone, cell and fax charges, and system maintenance and repairs. Includes new lease (\$500) for office wi-fi "hotspot" -- for public visitors, use of laptops/tablets at meetings, and to maintain office productivity in the event of work station or network system problems.	\$ 5,000.00	\$ 5,000.00	\$ 6,000.00
<b>7230 Temporary Help Services (Clerical)</b> Includes temporary clerical services during high workload periods or staff absences.	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00

**LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY**  
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**April 28, 2014**

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	<b>Adopted Budget for Fiscal Year 2013-14</b>	<b>Estimated Year-End Expenditures for Fiscal Year 2013-14 (Includes Adopted Budget Amendment No. 1)</b>	<b>Proposed Budget for Fiscal Year 2014-15</b>
<b>7240 Outside Professional Services</b>	<b>\$ 63,500.00</b>	<b>\$ 55,500.00</b>	<b>\$ 62,000.00</b>
This line item includes:			
7242: <b>Accounting and Financial Services</b> (fixed rate contract with Hayashi & Wayland).	37,500	37,500	\$ 37,500.00
7245: <b>General Counsel and Special Legal Counsel Services (Not Litigation)</b> . General Counsel costs are variable, with an annual cap of \$15,000 (per contract with County Counsel's Office). This line item fund is also intended for variable Special Legal Counsel costs, depending on need (per contract with Michael Colantuono). See Budget Amendment No. 1 for explanation of estimated year-end expense for FY 2013-14.	13,000	5,000	\$ 11,500.00
7247: <b>Human Resources Services</b> (variable rate services from County of Monterey or other vendor)	\$ -	0	\$ -
7248: <b>Annual Audit</b> (fixed rate contract with Bianchi, Kasavan & Pope. See related contract amendment proposal.	13,000	13,000	\$ 13,000.00
7249: <b>Temporary Professional Services</b> (during staff absences, vacancies or high workload periods).	\$ -	\$ -	\$ -
<b>7250 Miscellaneous Office Expenses</b>	<b>\$ 600.00</b>	<b>\$ 600.00</b>	<b>\$ 600.00</b>
Minor expenses for office operations, Commission meetings and recording fees for LAFCO-initiated activities.			
<b>7260 Legal Notices</b>	<b>\$ 4,000.00</b>	<b>\$ 4,000.00</b>	<b>\$ 4,000.00</b>
Expenses for actions requiring public notices, such as annexations, Sphere of Influence updates, municipal servicer reviews and budgets.			
<b>7270 Recruitment Expenses</b>	<b>\$ -</b>	<b>\$ 4,000.00</b>	<b>\$ -</b>
To fill any vacant and funded position. See Budget Amendment No. 1 for explanation of estimated year-end expenses for FY 2013-14. Assumes no recruitment needs in FY 2014-15.			

**LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY**  
**Final Proposed Budget Worksheet for FY 2014-2015**  
**April 28, 2014**

t

	<b>Adopted Budget for Fiscal Year 2013-14</b>	<b>Estimated Year-End Expenditures for Fiscal Year 2013-14 (Includes Adopted Budget Amendment No. 1)</b>	<b>Proposed Budget for Fiscal Year 2014-15</b>
<b>7280 LAFCO Memberships</b> CALAFCO Membership (\$3550) and California Special Districts Association dues (\$1100). CALAFCO membership provides access to legislative and educational activities. CSDA membership is required in order to get the Authority's Workers Compensation Insurance and Property & Liability Insurance.	\$ 4,400.00	\$ 4,400.00	\$ 4,700.00
<b>7290 Litigation Reserve</b> Per Commission policy, the target funding for the litigation defense reserve is \$300,000. This target would be sufficient for one-year's estimated expenses. This balance sheet reserve is currently funded to target level. LAFCO has no current or anticipated litigation. Accordingly, no funding is proposed for FY 2014-15.	\$ 100.00	\$ 100.00	\$ -
<b>7285 Records Management</b> A program is underway to inventory, organize and archive 50 years of paper records. This multi-year program will be guided by a Records Management Policy adopted in February 2014.	\$ 5,000.00	\$ 10,000.00	\$ 10,000.00
<b>7295 Contingency Reserve</b> Per Commission policy, the target funding for the general contingency reserve is 25 percent of the annual budget. By June 20, 2014, this reserve will be close to the target funding level. Accordingly, no funding is proposed for FY 2014-15.	\$ -	\$ -	\$ -
<b>SUBTOTAL SERVICES AND SUPPLIES</b>	<b>\$ 173,600.00</b>	<b>\$ 181,600.00</b>	<b>\$ 175,600.00</b>
<b>LESS PASS-THROUGH EXPENSES (Account 7261)</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>TOTAL SERVICES AND SUPPLIES (NET)</b>	<b>\$ 173,600.00</b>	<b>\$ 181,600.00</b>	<b>\$ 175,600.00</b>
<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>\$ 608,391.00</b>	<b>\$ 600,391.00</b>	<b>\$ 604,000.00</b>
<b>NET TOTAL FOR BUDGET UNIT</b>	<b>\$ 781,991.00</b>	<b>\$ 781,991.00</b>	<b>\$ 779,600.00</b>

LOCAL AGENCY FORMATION COMMISSION  
P.O. Box 1369 132 W. Gabilan Street, Suite 102  
Salinas, CA 93902 Salinas, CA 93901  
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www.monterey.lafco.ca.gov

**KATE MCKENNA, AICP**  
**Executive Officer**

DATE: April 28, 2014  
TO: Chair and Members of the Formation Commission  
FROM: Kate McKenna, AICP, Executive Officer  
SUBJECT: **PROTEST PROCEEDINGS TO CONSIDER ORDERING THE “CASTROVILLE –  
MOSS LANDING DISTRICT CONSOLIDATION” (LAFCO FILE 14-02)**

**SUMMARY OF RECOMMENDATIONS:**

It is recommended that the Commission, acting as the Conducting Authority:

Conduct a public hearing to receive any oral or written protests, objections, and evidence which are made, presented, or filed regarding the Commission’s approval of the “Castroville – Moss Landing District Consolidation,” involving the consolidation of two existing special districts (Castroville Community Services District and Moss Landing County Sanitation District), and

- a) **If the Commission determines that insufficient written protests have been received to require a confirmation election by the voters:** Adopt a resolution (Attachment 1) ordering the “Castroville – Moss Landing District Consolidation” subject to the conditions of the March 24, 2014 approval, or
- b) **If it cannot be determined that insufficient written protests have been received to require a confirmation election by the voters:** Continue the closed public hearing to May 19, 2014, and direct the Executive Officer to return at that time with a count of valid written protests and a recommendation for action.

**EXECUTIVE OFFICER’S REPORT:**

**Overview**

The Commission unanimously approved the consolidation on March 24, 2014. No public testimony opposing the consolidation was received at that time. Pursuant to Government Code section 57000, the Commission shall now act as a “Conducting Authority” and hold protest proceedings. Following the hearing, the Commission shall order the consolidation without confirmation by the voters, unless there is written protest filed and not withdrawn

from landowners owning 25 percent or more of the assessed value of land within the affected area—i.e. the consolidated district boundaries—or at least 25 percent of the voters entitled to vote as a result of residing within, or owning land within, the affected area.

As of the date of preparing this report, LAFCO has received no written protests. If at the close of the public hearing there are insufficient protests to require a confirmation election, staff recommends that the Commission order the consolidation as required by Government Code section 57077.2. A draft resolution is attached for this purpose.

**Public Notice**

The April 28 Conducting Authority hearing was noticed in the Salinas Californian on March 1, 2014 (noticed jointly with the March 24 meeting to consider the consolidation proposal). Notice has been posted on the LAFCO website, at the County Government Center, and at the LAFCO office. The agenda for the Commission’s April 28 meeting has been sent to all parties who have requested routine notice of LAFCO meetings.

**Alternative Actions**

If, at the close of the public hearing, it is unclear whether sufficient valid written protests have been received to require a confirmation election, staff recommends that the item be continued to the Commission’s May 19, 2014 meeting to allow for staff review and recommendation.

Respectfully Submitted,



Kate McKenna, AICP  
LAFCO Executive Officer

Attachment:

1. Draft Resolution Ordering the Annexation, Including Map Exhibit

cc: Eric Tynan, Castroville Community Services District  
Ed Muniz, County of Monterey Public Works Department

**RESOLUTION NO. 14-xx**

RESOLUTION OF THE LOCAL AGENCY FORMATION COMMISSION OF MONTEREY  
COUNTY ACTING AS THE CONDUCTING AUTHORITY ORDERING THE  
CASTROVILLE – MOSS LANDING DISTRICT CONSOLIDATION (LAFCO FILE 14-02)

RESOLVED, by the Local Agency Formation Commission of Monterey County, State of California, that:

WHEREAS, these proceedings are taken in conformance with the provisions of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, commencing with Section 56000 et seq. of the Government Code; and

WHEREAS, in substantially similar resolutions of application, the County of Monterey Board of Supervisors and the Castroville Community Services District Board of Directors have requested LAFCO's approval of the proposed consolidation; and

WHEREAS, the Local Agency Formation Commission of Monterey County adopted Resolution No. 14-06 on March 24, 2014 making determinations and approving the "Castroville-Moss Landing District Consolidation"; and

WHEREAS, the Local Agency Formation Commission of Monterey County, pursuant to Government Code section 57002, set April 28, 2014 as the date for the Conducting Authority ("Protest") Proceedings for this proposal; and

WHEREAS, the required notice of the April 28, 2014 proceedings was published in the Salinas Californian on March 1, 2014; and

WHEREAS, the Conducting Authority Proceedings by this Commission were held upon the date and at the time and place specified in said notice of proceedings and in any order or orders continuing such proceedings; and

WHEREAS, the Commission opened and closed the Conducting Authority Proceedings on April 28, 2014; and

WHEREAS, the Executive Officer has determined that no written protests have been submitted; and

WHEREAS, a map of the consolidated District is attached as Exhibit A.

NOW, THEREFORE, the Local Agency Formation Commission of Monterey County does HEREBY RESOLVE, DETERMINE AND ORDER as follows:

Section 1. The Commission, acting as the Conducting Authority, hereby orders the “Castroville-Moss Landing District Consolidation” as directed by Government Code section 57077.2.

Section 2. The Executive Officer is hereby authorized and directed to file a Certificate of Completion upon fulfillment of the terms and conditions imposed on the proposal by LAFCO Resolution 14-06.

UPON MOTION of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, the foregoing resolution is adopted this 28<sup>th</sup> day of April, 2014 by the following vote:

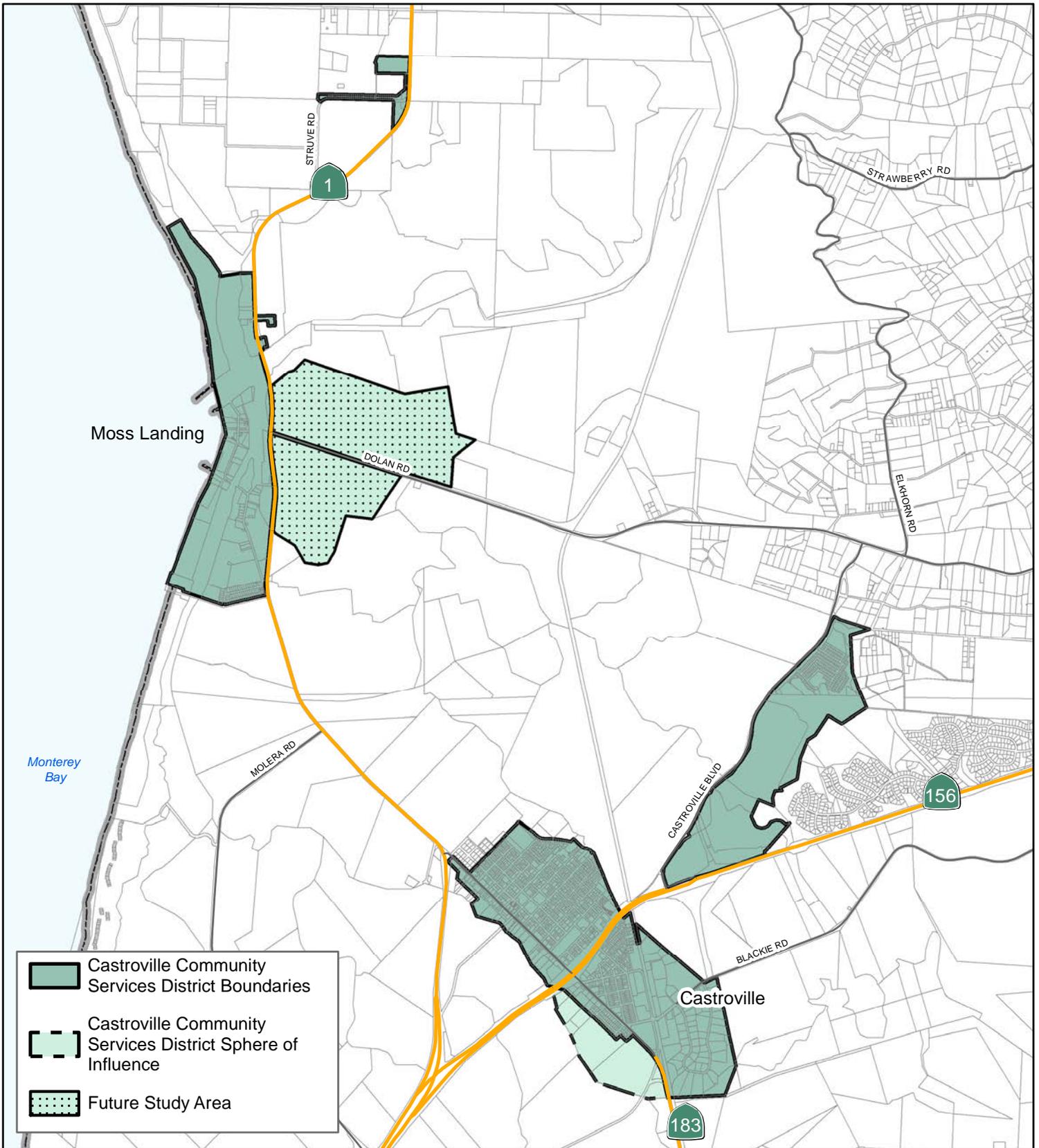
AYES: Commissioners:  
NOES: Commissioners:  
ABSENT: Commissioners:  
ABSTAIN: Commissioners:

\_\_\_\_\_  
Louis R. Calcagno, Chair  
Local Agency Formation Commission of Monterey County

ATTEST: I certify that the within instrument is a true and complete copy of the original resolution of said Commission on file within this office.

Witness my hand this 28th day of April, 2014

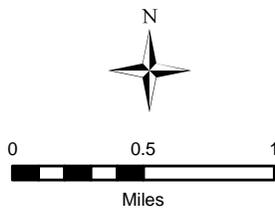
By: \_\_\_\_\_  
Kate McKenna, AICP, Executive Officer



**LAFCO of Monterey County**  
 LOCAL AGENCY FORMATION COMMISSION

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**SPECIAL DISTRICTS**

**PROPOSED "POST - CONSOLIDATION"  
 CASTROVILLE COMMUNITY  
 SERVICES DISTRICT**

Map prepared: 03/14/2014