



# VENTURA LOCAL AGENCY FORMATION COMMISSION

## AGENDA

Wednesday May 15, 2013

9:00 A.M.

Hall of Administration, Board of Supervisors Hearing Room  
800 S. Victoria Avenue, Ventura CA

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Commission Presentations and Announcements

### PUBLIC COMMENTS

5. This is an opportunity for members of the public to speak on items not on the agenda.

*(The Ventura Local Agency Formation Commission encourages all interested parties to speak on any issue on this agenda in which they have an interest; or on any matter subject to LAFCo jurisdiction. It is the desire of LAFCo that its business be conducted in an orderly and efficient manner. All speakers are requested to fill out a Speakers Card and submit it to the Clerk before the item is taken up for consideration. All speakers are requested to present their information to LAFCo as succinctly as possible. Members of the public making presentations, including oral and audio/visual presentations, may not exceed five minutes unless otherwise increased or decreased by the Chair, with the concurrence of the Commission, based on the complexity of the item and/or the number of persons wishing to speak. Speakers are encouraged to refrain from restating previous testimony.)*

### CONSENT ITEMS

6. Minutes of the Ventura LAFCo April 17, 2013 Meeting

RECOMMENDED ACTION: Approval

### COMMISSIONERS AND STAFF

**COUNTY:**  
Kathy Long  
Linda Parks, Vice Chair  
*Alternate:*  
Steve Bennett

**CITY:**  
Carl Morehouse  
Janice Parvin  
*Alternate:*  
Carol Smith

**DISTRICT:**  
Bruce Dandy  
Gail Pringle, Chair  
*Alternate:*  
Elaine Freeman

**PUBLIC:**  
Linda Ford-McCaffrey  
  
*Alternate:*  
Lou Cunningham

**Executive Officer:**  
Kim Uhlich

**Dep. Exec. Officer**  
Kai Luoma

**Office Mgr/Clerk**  
Debbie Schubert

**Legal Counsel**  
Michael Walker

## **PUBLIC HEARING ITEMS**

7. LAFCo 13-04 City of Santa Paula Reorganization – East Area 2 (Parcels A-C)  
(Continued from April 17, 2013)
- A. Certify that the Commission has reviewed and considered the information contained in the environmental impact report entitled “East Gateway Project Final Environmental Impact Report – January 2013” prepared by the City as lead agency.
- B. Adopt Resolution LAFCo 13-04 making determinations and approving the City of Santa Paula Reorganization – East Area 2 (Parcels A-C).

RECOMMENDED ACTION: Approval (A and B)

8. LAFCo Recommended Final Budget and Work Plan for Fiscal Year 2013-2014  
Adopt the Recommended Final Budget and Work Plan for FY 2012-13.

RECOMMENDED ACTION: Approval

## **ACTION ITEMS**

9. Temporary Waiver of Section 5.1.2 of Commissioner’s Handbook Policies for Territory Subject to Pending Change of Organization Proposal LAFCo 12-09 Lake Sherwood Community Services District – Annexation #2
- Adopt a resolution waiving Section 5.1.2 of Commissioner’s Handbook to allow for the Lake Sherwood Community Services District to request authorization of an out of agency service agreement for the provision of water service for a limited period of up to six (6) months from initiation of the service to any lot currently located within the sphere of influence of the Lake Sherwood Community Services District and described in the pending proposal referred to as LAFCo 12-09 Lake Sherwood Community Services District – Annexation #2.

RECOMMENDED ACTION: Approval

10. 2013-2017 Sphere of Influence Review Work Plan  
Adopt the Sphere of Influence Review Work Plan for the 2013-2017 cycle.

RECOMMENDED ACTION: Approval

11. CALAFCO Achievement Award Nominations  
Determine whether the Commission wishes to submit any nominations for the 2013 CALAFCO Achievement Awards.  
RECOMMENDED ACTION: Direct staff as appropriate
  
12. Proposed High Schools in the Cities of Camarillo and Oxnard  
Receive report on efforts by Oxnard Union High School District to develop two new high schools in the Cities of Camarillo and Oxnard.  
RECOMMENDED ACTION: Direct Staff as Appropriate
  
13. Cancel the June 12, 2013 LAFCo Meeting  
RECOMMENDED ACTION: Approval

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

Next LAFCo meeting

#### **COMMISSIONER COMMENTS**

Commissioner Cunningham: Report on the May 3<sup>rd</sup> CALAFCO Board meeting

#### **ADJOURNMENT**

**WEB ACCESS:**

**LAFCo Agendas, Staff Reports  
and Adopted Minutes can be found at:**

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

**Written Materials** - Written materials relating to items on this Agenda that are distributed to the Ventura Local Agency Formation Commission within 72 hours before they are scheduled to be considered will be made available for public inspection at the LAFCo office, 800 S. Victoria Avenue, Administration Building, 4<sup>th</sup> Floor, Ventura, CA 93009-1850, during normal business hours. Such written materials will also be made available on the Ventura LAFCo website at [www.ventura.lafco.ca.gov](http://www.ventura.lafco.ca.gov), subject to staff's ability to post the documents before the meeting.

**Public Presentations** - Except for applicants, public presentations may not exceed five (5) minutes unless otherwise increased or decreased by the Chair, with the concurrence of the Commission. Any comments in excess of this limit should be submitted in writing at least ten days in advance of the meeting date to allow for distribution to, and full consideration by, the Commission. Members of the public who wish to make audio-visual presentations must provide and set up their own hardware and software. Set up of equipment must be complete before the meeting is called to order. All audio-visual presentations must comply with the applicable time limit for oral presentations and thus should be planned with flexibility to adjust to any changes to the time limit established by the Chair. For more information about these policies, please contact the LAFCo office.

**Quorum and Voting** – The bylaws for the Ventura LAFCo Commissioner's Handbook provide as follows:

**1.1.6.1 Quorum:** Four (4) members shall constitute a quorum for the transaction of business, but a lesser number may adjourn from time to time.

**1.1.6.2 Voting:** Unless otherwise provided by law or these By-Laws, four affirmative votes are required to approve any proposal or other action. A tie vote, or any failure to act by at least four affirmative votes, shall constitute a denial.

**Americans with Disabilities Act** - In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the LAFCo office (805) 654-2576. Notification 48 hours prior to the meeting will enable LAFCo to make reasonable arrangements to ensure accessibility to this meeting.

**Disclosure of Campaign Contributions** - LAFCo Commissioners are disqualified and are not able to participate in any proceeding involving an "entitlement for use" if, within the 12 months preceding the LAFCo decision, the Commissioner received more than \$250 in campaign contributions from the applicant, an agent of the applicant, or any financially interested person who actively supports or opposes the LAFCo decision on the matter. Applicants or agents of applicants who have made campaign contributions totaling more than \$250 to any LAFCo Commissioner in the past 12 months are required to disclose that fact for the official record of the proceeding.

Disclosures must include the amount of the contribution and the recipient Commissioner and may be made either in writing to the Clerk of the Commission prior to the hearing or by an oral declaration at the time of the hearing.

The foregoing requirements are set forth in the Political Reform Act of 1974, specifically Government Code, section 84308.



VENTURA LOCAL AGENCY FORMATION COMMISSION

MEETING MINUTES

Wednesday April 17, 2013

Agenda Item 6

Hall of Administration, Board of Supervisors Hearing Room  
800 S. Victoria Avenue, Ventura

1. Call to Order

Chair Pringle called the meeting to order at 9:00 AM.

2. Pledge of Allegiance

Commissioner Dandy led the pledge of allegiance.

3. Roll Call

The clerk called the roll. The following Commissioners were present:

Commissioner Dandy	Commissioner Parvin
Commissioner Ford-McCaffrey	Commissioner Pringle
Commissioner Long	Alternate Commissioner Cunningham
Commissioner Morehouse	Alternate Commissioner Freeman
Commissioner Parks	

4. Commission Presentations and Announcements

Commissioner Morehouse announced that Lieutenant Governor Gavin Newsom was scheduled to speak at the SCAG 2013 Regional Conference and General Assembly May 2-3 and to register before April 19. Commissioner Parvin announced an event of the Channel Counties Division of the League of Cities.

**PUBLIC COMMENTS**

5. This is an opportunity for members of the public to speak on items not on the agenda.

There were no public comments.

COMMISSIONERS AND STAFF

<u>COUNTY</u>	<u>CITY</u>	<u>DISTRICT</u>	<u>PUBLIC</u>
Kathy Long	Carl Morehouse	Bruce Dandy	Linda Ford-McCaffrey
Linda Parks, Vice Chair	Janice Parvin	Gail Pringle, Chair	
<i>Alternate:</i>	<i>Alternate:</i>	<i>Alternate:</i>	<i>Alternate:</i>
Steve Bennett	Carol Smith	Elaine Freeman	Lou Cunningham
<b>Executive Officer:</b>	<b>Dep. Exec. Officer</b>	<b>Office Mgr/Clerk</b>	<b>Legal Counsel</b>
Kim Uhlich	Kai Luoma, AICP	Debbie Schubert	Michael Walker

## CONSENT ITEMS

6. Minutes of the Ventura LAFCo March 20, 2013 Meeting

7. FY 2012-13 Budget to Actual Reports: March 2013

MOTION: Approve Item 6 and Receive and File Item 7 as recommended:  
Long

SECOND: Parvin

AYES: Dandy, Ford-McCaffrey, Long, Morehouse, Parks, Parvin, Pringle

NOES: None

ABSTAINED: None

MOTION PASSES 7/0/0

## PUBLIC HEARING ITEMS

8. LAFCo 13-04 City of Santa Paula Reorganization – East Area 2 (Parcels A-C)

Chair Pringle opened the public hearing. Kim Uhlich recommended that the Commission continue the item based on a letter received from the city.

MOTION: Continue to the May 15 LAFCo meeting as recommended: Parvin

SECOND: Ford-McCaffrey

AYES: Dandy, Ford-McCaffrey, Long, Parks, Parvin, Pringle

NOS: None

ABSTAINED: Morehouse

MOTION PASSES 6/0/1

9. Review and Readopt the LAFCo Fee Schedule for Fiscal Year 2013-14

Chair Pringle opened the public hearing. Kim Uhlich presented the staff report. There were no public speakers. Chair Pringle closed the public hearing.

MOTION: Approve as recommended: Parks

SECOND: Morehouse

AYES: Dandy, Ford-McCaffrey, Long, Morehouse, Parks, Parvin, Pringle

NOES: None

ABSTAINED: None

MOTION PASSES 7/0/0

10. LAFCo Proposed Budget Fiscal Year 2013-14

Chair Pringle opened the public hearing. Kim Uhlich presented the staff report. There were no public speakers. Chair Pringle closed the public hearing.

MOTION: Approve with the following change: Increase the Appropriation of Fund Balance amount such that the amount of Total Other Governmental Agencies Revenue is increased by 4.2% as compared to the FY 2012-13 Adopted/Adjusted Budget amount of \$550,515: Dandy

SECOND: Ford-McCaffrey

AYES: Dandy, Ford-McCaffrey, Long, Morehouse, Parks, Parvin, Pringle

NOES: None

ABSTAINED: None

MOTION PASSES 7/0/0

**ACTION ITEMS**

11. Changes of Organization Involving Lands Under the Land Conservation Act (Williamson Act)

Kai Luoma presented the staff report. Commissioners requested that staff provide copies of the power point presentation and other information regarding cancellation and costs. In future instances in which land under LCA contract is part of a proposal for a change of organization, sphere of influence amendment or other matter affecting real property Vice Chair Parks requested that the LCA status be noted in the staff report/presentation materials.

MOTION: Agendize for further discussion in the Fall of 2013: Parks

SECOND: Parvin

AYES: Dandy, Ford-McCaffrey, Long, Morehouse, Parks, Parvin, Pringle

NOS: None

ABSTAINED: None

MOTION PASSES 7/0/0

12. Proposed High Schools in the Cities of Camarillo and Oxnard

Kim Uhlich updated the Commission on the timeline of events regarding pending proposals for sphere of influence amendments and reorganizations to accommodate development of future high schools in the cities of Camarillo and Oxnard. It was suggested by Commissioner Parvin that officials from the school districts be invited to the LAFCo informational forums planned for later this year.

## **EXECUTIVE OFFICER'S REPORT**

At Kim Uhlich's request, Kai Luoma reported on the CALAFCO Staff Workshop he attended April 10-12 in Davis and informed the Commission of a comprehensive water availability study initiated by the City of Ventura as a result of the Commission's Municipal Service Review report findings.

## **COMMISSIONER COMMENTS**

Vice Chair Parks commented on the Oxnard-Ventura Greenbelt; asked that a suggestion be forwarded to CALAFCO to address the issues concerning the annexation of land under LCA contract by featuring it as an article in *The Sphere* newsletter or a topic at a future conference; and suggested that information be provided concerning conflict of interest laws and regulations which may affect Commissioners, particularly those that may differ from those applicable to other governing board roles such as city council members, special district board members, county supervisors and private nonprofit board roles. Chair Pringle commented that the State water allocation has been reduced by 35 percent and the Colorado snowpack is 40 percent below average. However, the volume of water stored within the Metropolitan Water District service area is currently at an all time high. Chair Pringle also announced that she will be unavailable to attend the May 15 LAFCo meeting. Commissioner Dandy stated that water releases from Lake Piru will be unlikely to occur this Fall due to diminished lake water levels. Alternate Commissioner Freeman indicated that she will be unable to attend the May meeting due to a conflict with a Recreation and Parks District conference.

## **ADJOURNMENT**

Chair Pringle adjourned the meeting at 11:49 P.M.

**These Minutes were approved on May 15, 2013.**

**Motion:**

**Second:**

**Ayes:**

**Nos:**

**Abstains:**

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**Date:** **Chair, Ventura Local Agency Formation Commission**



VENTURA LOCAL AGENCY FORMATION COMMISSION  
STAFF REPORT

Meeting Date: May 15, 2013

**Agenda Item 7**

**LAFCo CASE  
NAME & NO:**

LAFCo 13-04 City of Santa Paula Reorganization – East Area 2 (Parcels A-C)

**PROPOSAL:**

To annex three parcels (A-C) totaling approximately 103.2 acres to the City of Santa Paula. The reason for annexing Parcels A and B is to comply with a condition imposed by LAFCo as part of its approval of the East Area 1 Specific Plan (EA1SP) reorganization (LAFCo 10-12). The annexation of Parcel C is to allow for the development of the East Gateway Specific Plan, a commercial/light industrial development approved by the City. The same territory is proposed to be detached from the Ventura County Fire Protection District, the Ventura County Resource Conservation District, and County Service Areas (CSA) 32 and 33.

- Parcel A – 65.0 acres comprised of 85 Assessor parcels, the entire Ferris Drive right-of-way, and a portion of the Telegraph Road right-of-way.
- Parcel B – 5.4 acres comprised of a single Assessor parcel.
- Parcel C – 32.8 acres comprised of 2 Assessor parcels and a portion of a third Assessor parcel (railroad right-of-way owned by the Ventura County Transportation Commission), and portions of the Telegraph Road and State Route 126 rights-of-way.

**SIZE:**

Approximately 103 acres.

**LOCATION:**

The proposal area is generally located east of and abutting the City (see Attachment 1) and is within the City sphere of influence and CURB line.

The proposal area is within the boundaries of the United Water Conservation District and the Ventura Regional Sanitation District.

COMMISSIONERS AND STAFF

<b>COUNTY:</b> Kathy Long Linda Parks, Vice Chair <i>Alternate:</i> Steve Bennett	<b>CITY:</b> Carl Morehouse Janice Parvin <i>Alternate:</i> Carol Smith	<b>DISTRICT:</b> Bruce Dandy Gail Pringle, Chair <i>Alternate:</i> Elaine Freeman	<b>PUBLIC:</b> Linda Ford-McCaffrey  <i>Alternate:</i> Lou Cunningham
<b>Executive Officer:</b> Kim Uhlich	<b>Dep. Exec. Officer</b> Kai Luoma	<b>Office Mgr/Clerk</b> Debbie Schubert	<b>Legal Counsel</b> Michael Walker

**PROPONENT:** City of Santa Paula by resolution.

**NOTICE:** This matter has been noticed as a public hearing as prescribed by law.

### **RECOMMENDATIONS**

1. Certify that the Commission has reviewed and considered the information contained in the environmental impact report entitled "East Gateway Project Final Environmental Impact Report – January 2013" prepared by the City as lead agency.
2. Adopt the attached resolution LAFCo 13-04 making determinations and approving the City of Santa Paula Reorganization – East Area 2.

### **DESCRIPTION OF PROPOSAL**

The purpose of the proposal is twofold: the annexation of Parcels A and B is to comply with a condition imposed as part of the Commission's approval of the EA1SP reorganization; the annexation of Parcel C is to allow for the development of the East Gateway Specific Plan.

1. Parcels A and B – Parcels A and B are comprised of 86 Assessor parcels totaling approximately 70 acres. During consideration of the EA1SP reorganization in 2011, it was identified that these parcels would become an unincorporated island as a result of the annexation of the EA1SP. To ensure consistency with LAFCo law that generally prohibits the creation of unincorporated islands, the Commission imposed a condition as part of its approval of the EA1SP proposal that required the City to submit an application for the annexation of these 70 acres prior to the recordation of the EA1SP reorganization. The City submitted the subject application to LAFCo on February 8, 2013 and the EA1SP reorganization was finalized soon thereafter.

No new development is currently proposed within Parcels A and B. The City rezoned most of the area to be generally consistent with the County's current General Plan and zoning designations. Thus, development potential for these areas would remain essentially unchanged after annexation. However, approximately 30 acres designated by the County General Plan and zoned for agricultural and open space uses were rezoned for commercial and industrial use. Thus, the rezoning, which becomes effective upon annexation, will allow for new urban development potential on these 30 acres which does not currently exist under the County General Plan and zoning.

2. Parcel C – Parcel C was not subject to the above-discussed EA1SP condition. However, after the property owner expressed an interest to annex this property in order to develop a commercial/retail project, the City requested that LAFCo allow for its annexation to be considered concurrently with Parcels A and B. The Commission granted the City's request in October 2011.

The East Gateway Specific Plan was approved by the City in January 2013. The Specific Plan encompasses a total of approximately 35 acres, approximately 7 of which

are currently located within the City. The Specific Plan will allow for the development of either a 310,000 square foot regional retail center or a 360,000 square foot mixed use employment district including retail/service and research and development uses.

As part of the proposal, the City prepared and certified an EIR. The developer also prepared a fiscal impact analysis for the project (EIR Appendix 5.10). A copy of the EIR was provided previously to the Commission under separate cover.

Attachment 2 identifies the Assessor parcel number, address, owner, and acreage of each parcel within the proposal area. All parcels are within the City sphere of influence and CURB line.

The proposed reorganization includes detachment of the territory from the Ventura County Fire Protection District, Ventura County Resource Conservation District, and CSAs 32 and 33. The Ventura County Fire Protection District provides fire protection services to the unincorporated County area, as well as certain cities under contract. The City provides fire protection and emergency response services within its jurisdictional boundaries. The Resource Conservation District provides soil and water conservation services to unincorporated County areas only. CSA 32 monitors and regulates individual sewage disposal systems outside cities and sanitation districts. CSA 33 was created to provide parks and recreation services to unincorporated areas outside cities and recreation and park districts.

## **GENERAL ANALYSIS**

### **1. Land Use**

#### *Site Information*

Attachment 3 is an aerial photograph of the proposal area. Current uses within the proposal area include:

- Parcel A – Parcel A is approximately 65 acres in size and comprised of 85 Assessor parcels with a mix of land uses, including residential, industrial, flood control, and agriculture. According to the County Assessor records, there are:
  - 50 residential parcels (2 vacant, 39 single family, 6 two-family, 3 multi-family)
  - 12 industrial parcels (6 vacant, 6 with miscellaneous industrial uses)
  - 5 parcels used for private streets
  - 16 publicly owned parcels (14 for flood control, 1 City, 1 County)
  - 1 vacant parcel over 5 acres (11 acres)
  - 1 agricultural parcel (11 acres)

The current County General Plan designation and zoning within Parcel A are as follows:

Acres	General Plan	Zoning	Number of Parcels	Uses
2	Existing Community – Urban Reserve	Rural Exclusive	8	Residential
40	Existing Community – Urban Reserve	Limited Industrial	72	Mix of residential and industrial (32 acres), flood control (6 acres), railroad (2 acres)
23	Agriculture – Urban Reserve	Agricultural Exclusive	3	Agriculture (11 acres), vacant (11 acres), residential (1 acre)
2	Open Space – Urban Reserve	Open Space	2	Vacant (1 acre), residential (1 acre)

The City General Plan designates all but the approximately 8 acres used for flood control and the railroad as Mixed Use Commercial / Light Industrial. The flood control/railroad uses are designated Open Space. With the exception of the 8 acres used for flood control and the railroad and the 2 acres used exclusively for residential, the City rezoned the entire area as Highway Commercial. The 8 acres used for flood control/railroad and the 2 acres used exclusively for residential are rezoned Open Space and Single Family Residential, respectively.

To avoid confusion, it should be noted that the rezoning approved by the City does not comport with the project description outlined in the City's EIR prepared for the proposal. As noted, the territory currently designated by the County as Agricultural was rezoned by the City Council as Commercial Highway, as reflected in City Council Ordinance 1248. However, the EIR project description states that the City's rezoning is to be Agricultural (see Draft EIR Figure 2.0-10). The EIR is discussed in more detail later in this report.

No development is currently proposed within Parcel A. Govt. Code § 56375(a)(7) provides that the decision of the Commission with regard to a proposal to annex territory to a city shall be based upon the General Plan and rezoning of the city. For the majority of the territory within Parcel A, the City's General Plan and rezoning are consistent with the existing County General Plan and rezoning. Thus, essentially no new development potential or intensification of permitted land uses will occur in these areas as a result of annexation. However, the City's Highway Commercial rezoning of the 25 acres designated by the County as agricultural and open space will allow for new urban development potential which does not currently exist. Based on the City's allowable 0.35 floor area ratio, up to approximately 381,000 square feet of commercial development could be allowed on these 25 acres as a result of annexation.

- Parcel B – Parcel B is comprised of a 5-acre industrial parcel used as a parking area for an adjacent beverage distribution facility. Parcel B is designated by the County General Plan and zoning as Open Space. The City General Plan designates it as Mixed Use Commercial / Light Industrial. The City has rezoned this parcel as Industrial Park. Staff is aware of no development proposals for this parcel. However, the City’s rezoning would allow for up to 55,000 square feet of industrial development potential which does not currently exist.
- Parcel C – Parcel C is comprised of three Assessor parcels, including a vacant approximately 2-acre parcel, a 25-acre agricultural parcel, and a 0.9-acre portion of a railroad parcel. The County General Plan designates the entirety of Parcel C as Agricultural – Urban Reserve and it is zoned Agricultural Exclusive. Parcel C is designated by the City General Plan as the East Gateway Specific Plan. The East Gateway Specific Plan, approved by the City in January 2013, also serves as the rezoning.

Surrounding Land Uses and Zoning and General Plan Designations

Parcels A and B: Parcels A and B are surrounded by the City. The Current uses and City General Plan and zoning designations surrounding these Parcels are as follows:

	Current use	City General Plan	City Zoning
North	Agriculture	East Area 1 Specific Plan	East Area 1 Specific Plan
East	Commercial	Mixed Use Commercial / Light Industrial	Highway Commercial
South	Industrial Park	Mixed Use Commercial / Light Industrial & Industrial Park	Commercial - Light Industrial and Industrial
West	Light industrial	Mixed Use Commercial / Light Industrial	Commercial - Light Industrial and Light Industrial

Parcel C: The City abuts Parcel C to the north and west. The current uses and City/County General Plan and zoning designation are as follows:

	Current use	County General Plan	County Zoning	City General Plan	City Zoning
North	Agriculture	N/A	N/A	East Area 1 Specific Plan	East Area 1 Specific Plan
East	Agriculture	Agriculture	Agriculture-Exclusive	N/A	N/A
South	Undeveloped (Santa Clara River)	Agriculture	Agriculture-Exclusive	N/A	N/A
West	Light industrial	N/A	N/A	Mixed Use Commercial / Light Industrial	Highway Commercial / Commercial – Light Industrial

This proposal will have no effect on surrounding zoning or general plan designations.

Topography, Natural Features and Drainage

All of the parcels are generally flat with a gentle slope toward the south. Santa Paula Creek bisects the western portion of Parcel A. The southeast portion of Parcel C abuts Haun Creek to the east.

Conformity with Plans

- Parcel A: Most of the residential uses are within the area designated by the County General Plan and zoning as limited industrial. Because new residential uses are not permitted in the limited industrial zone, these existing residential uses are considered to be legal non-conforming uses, often referred to as “grandfathered” uses, and can remain indefinitely. The legal non-conforming status of these residences will carry over under the City’s Mixed Use Commercial / Light Industrial land use designation and commercial rezoning. The existing limited industrial uses appear to be consistent with the City’s General Plan.
- Parcel B: The existing limited industrial use is not consistent with the current Open Space zoning. The use would be consistent with the City’s industrial rezoning.
- Parcel C: The approved East Gateway Specific Plan is consistent with the City General Plan.

## 2. Impact on Prime Agricultural Land, Agriculture, and Open Space

In evaluating impacts to agricultural resources, LAFCo must utilize the definition of prime agricultural land found in LAFCo law (Govt. Code § 56064). There are no active Land Conservation Act contracts within the proposal area. Based on staff's analysis, it appears that the proposal will likely lead to the conversion of approximately 48 acres of prime agricultural land, as follows:

- **Parcel A:** Parcel A contains approximately 23 acres of prime agricultural land. However, only approximately 11 acres are currently used for agricultural production (avocados). The ongoing viability of this operation appears to be limited. The scale is relatively small and the majority of the soils within these 11 acres are rated as "fair". In addition, urban development has been allowed to encroach into the area. The orchard abuts existing residential development to the west and light industrial uses to the east and north.

The soils within the remaining approximately 12 acres are classified as "good" or "excellent". However, this area is undeveloped and has not been farmed for several years. Most recently, the site has been used as a parking area for various events.

- **Parcel B:** Parcel B contains no agricultural lands.
- **Parcel C:** Parcel C contains approximately 25 acres of prime agricultural land that is currently farmed. All 25 acres would be converted to urban uses as a result of development of the East Gateway Specific Plan.

Section 3.3.5.1 of the Commissioner's Handbook identifies various criteria that must be met in order for the Commission to approve a proposal for a change of organization or reorganization which is likely to result in the conversion of prime agricultural or open space land. These criteria, and a brief discussion of each, are listed below:

- (a) *The territory involved is contiguous to either lands developed with an urban use or lands which have received all discretionary approvals for urban development.*

Parcel A: Parcel A abuts existing urban uses to the east (commercial), south (freeway and light industrial), and west (light industrial). To the north of Parcel A is the approved EA1SP which will be developed in the near future.

Parcel C: Parcel C abuts urban uses to the west (light industrial).

- (b) *The territory is likely to be developed within 5 years and has been pre-zoned for non-agricultural or open space use. In the case of very large developments, annexation should be phased wherever possible.*

Parcel A: Most of the area within Parcel A is currently developed with urban uses. The undeveloped agricultural parcels within Parcel A have been rezoned for Commercial Highway uses.

Parcel C: The City has approved a Specific Plan for the development of Parcel C and development is expected to commence within five years.

- (c) *Insufficient non-prime agricultural or vacant land exists within the existing boundaries of the agency that is planned and developable for the same general type of use.*

Parcel A: The EA1SP area, which was recently annexed to the City, contains vacant land that is planned and developable for the same general type of use. However, it was the Commission's approval of the EA1SP reorganization that included the condition that the City submit an application to annex Parcel A.

Parcel C: Based on the information submitted, the City represents that there is no other vacant or underutilized area (either alone or in combination) within the City limits that would accommodate a highway-oriented commercial development of the size proposed for Parcel C.

- (d) *The territory involved is not subject to voter approval for the extension of services or for changing general plan land use designations. Where such voter approval is required by local ordinance, such voter approval must be obtained prior to LAFCo action on any proposal unless exceptional circumstances are shown to exist.*

Neither Parcel A or C is subject to voter approval.

- (e) *The proposal will have no significant adverse effects on the physical and economic integrity of other prime agricultural or open space lands.*

Parcel A: The only agricultural land which abuts Parcel A is that located within the EA1SP, which is planned for development in the near future.

Parcel C: As discussed below under *Impacts to Adjoining Agricultural Land*, development of Parcel C will take into consideration the existing agricultural uses located to the east to ensure that these agricultural uses are not adversely impacted.

#### *Insufficient Non-Prime Agricultural or Vacant Land*

Section 3.3.5.2 of the Commissioner's Handbook states that the Commission will not find that insufficient non-prime agricultural or vacant land exists within the City, unless the city prepares a detailed alternative site analysis, which includes:

- (a) *An evaluation of all vacant, non-prime agricultural lands within the boundaries of the jurisdiction that could be developed for the same or similar uses.*

- (b) An evaluation of the re-use and redevelopment potential of developed areas within the boundaries of the jurisdiction for the same or similar uses.*
- (c) Determinations as to why vacant, non-prime agricultural lands and potential re-use and redevelopment sites are unavailable or undesirable for the same or similar uses, and why conversion of prime agricultural or open space lands are necessary for the planned, orderly, and efficient development of the jurisdiction.*

The City submitted an alternative site analysis, which concluded that there are no other vacant or redevelopable sites within the City for the same or similar type of highway oriented use. The City estimates that there are fewer than 10 acres of vacant and/or underutilized sites within the City. In addition, none front on or have direct access to a major highway.

#### *Impacts on Adjoining Agricultural Land*

The only adjoining agricultural land to Parcel A is located to the north and is within the approved EA1SP. This area is slated to be developed in the near future. Thus, Parcel A adjoins no agricultural land that is expected to remain in long-term agricultural use. Parcel C adjoins agricultural land to the east that is expected to remain in long-term agricultural use.

Pursuant to Section 3.3.5.3 of the Commissioner's Handbook, in determining whether a proposal will adversely impact adjoining prime agricultural lands, the Commission shall consider several factors. These factors, and a brief discussion of each, are listed below:

- (a) The prime agricultural and open space significance of the territory and adjacent areas relative to other agricultural and open space lands in the region.*

The agricultural land located to the east of Parcel C is considered to be prime.

- (b) The economic viability of the prime agricultural lands to be converted.*

Parcel C contains 25 acres of prime agricultural land that would be converted. The County has determined that prime agricultural lands in the County are highly productive and are capable of supporting commercially viable agricultural operations on parcels as small as 9 acres. At 25 acres, it appears that continued agricultural operations are economically viable.

- (c) The health and well being of any urban residents adjacent to the prime agricultural lands to be converted.*

The agricultural operations within Parcel A abut residential uses to the west and industrial uses to the east. Parcel C abuts existing light industrial uses to the west. Conversion of the agricultural lands within the proposal area will likely benefit the adjacent urban uses by eliminating nuisance and potentially harmful agricultural

practices, such as noise, the generation of dust, and application of herbicides/pesticides.

(d) *The use of the territory and the adjacent areas.*

The current and planned uses within the proposal area and the adjacent area were discussed previously under the Land Use section of this report.

(e) *Whether public facilities related to the proposal would be sized or situated so as to facilitate the conversion of prime agricultural or open space land outside of the agency's sphere of influence, or will be extended through prime agricultural or open space lands outside the agency's sphere of influence.*

The adjacent prime agricultural land to the east is located outside the City's boundaries and sphere of influence. The City does not anticipate providing services to this property that would facilitate the conversion of these agricultural lands.

(f) *Whether natural or man-made barriers serve to buffer prime agricultural or open space lands outside of the agency's sphere of influence from the effects of the proposal.*

The prime agricultural land (used for orchards) to the east of Parcel C is outside the City sphere of influence. The land is designated by the County General Plan as Agriculture. The approved Specific Plan contains four alternative site plans; two for a regional retail center development, one for a mixed use center, and one for a primarily light industrial development. Each of the site plans identifies multiple buildings in close proximity to the adjacent agricultural activities.

According to the EIR, Haun Creek will provide a buffer between the development approved on Parcel C and the adjacent agricultural activities. This buffer, states the EIR, would mitigate potential land use conflicts between the urban development proposed on Parcel C and the ongoing agricultural activities to the east. However, the east boundary of Parcel C is approximately 1,700 feet in length, of which Haun Creek abuts only approximately 200 feet. Thus, the creek provides no buffer along approximately 1,500 feet of Parcel C's east boundary. As a result, no mitigation is currently provided for the potential land use conflicts which commonly occur at the urban/agricultural interface.

(g) *Applicable provisions of local general plans, applicable ordinances that require voter approval prior to the extension of urban services or changes to general plan designations, Greenbelt Agreements, applicable growth-management policies, and statutory provisions designed to protect agriculture or open space.*

Implementation Measure 14 of the City's General Plan Conservation and Open Space Element provides the following:

“Require all proposed development adjacent to agricultural uses to provide a buffer (setback, landscaping, recreational uses, street, etc.).”

As noted, it appears that none of the site plan alternatives within the approved Specific Plan provides an agricultural buffer.

*(h) Comments and recommendations by the Ventura County Agricultural Commissioner.*

LAFCo staff distributed the proposal to the County Agricultural Commissioner’s office. The Agricultural Commissioner has adopted the County of Ventura Agricultural/Urban Buffer Policy, the intent of which is to prevent and/or mitigate conflicts that may arise at the agricultural/urban interface. The Policy’s guidelines “apply to projects requiring discretionary approval by the county or a city where the proposed non-farming activity is abutting or on land zoned AE, OS or RA, and the farming activity is located outside a sphere of influence, as adopted by LAFCo.” Thus, the Policy is applicable to Parcel C. The Policy provides, among other things, that:

“A 300-foot setback to new structures and sensitive uses is required on the non-agricultural property unless a vegetative screen is installed. With a vegetative screen the buffer/setback is a minimum of 150-feet.”

The Agricultural Commissioner’s office comments provide that extended setbacks (buffers) should be considered for the protection of agricultural lands and that buffers, setbacks, fencing and vegetative barriers should be provided and maintained on the land that will be urbanized, not the adjacent agricultural lands. The type of fencing and vegetative barrier is outlined in the Policy. As noted previously, it appears that no such agricultural buffers are provided.

LAFCo staff met with City staff and representatives of the developer/property owner of Parcel C regarding this matter. According to City staff and the developer, the site plans within the approved Specific Plan are intended to be conceptual and the lack of an agricultural buffer was an oversight. Both the City and developer/property owner have provided written verification that the final site plan will incorporate an agricultural buffer consistent with the Agricultural Commissioner’s policy (see Attachment 4). Consistency with the Agricultural Commissioner’s buffer policy would likely alleviate any potential adverse impacts that the development might have on the adjacent agricultural activities.

### **3. Population**

According to the County Registrar of Voters, there are more than 12 registered voters in the proposal area (located in Parcel A). As such, the annexation proposal is considered to be inhabited.

#### 4. Services and Controls – Need, Cost, Adequacy and Availability

Fire Protection Services: The City's Fire Department provides fire protection services to areas within the City. The closest fire station to the proposal area is located on 10th Street in the City's downtown area. The eastern edge of Parcel A is located approximately 1 mile from the station. Parcel C is located over approximately 1.5 miles from the station. Currently, the City provides emergency response to the proposal area under mutual aid agreements with the County.

According to the 2012 Municipal Services Review (MSR) prepared for the City, the Fire Department's emergency response time goal is less than 5 minutes, a goal that the Fire Department met 94% of the time in 2010-2011. Future development within the proposal area will increase demands for fire protection and related services. According to the application materials submitted by the City, emergency response times to the proposal area will exceed the 5 minute response time goal. Also, the Fire Department's equipment is antiquated and has largely reached the end of its useful life (EIR prepared for the EA1SP, November 2007). Thus, LAFCo determined that current fire protection services may not be adequate to effectively protect life and property within the proposal area.

The increased demands for fire protection services in the area were anticipated, and will eventually be addressed, as part of the EA1SP. The EA1SP is required to construct a new fire station which is also intended to serve the eastern side of the City, including the proposal area. The EA1SP development is also required to provide a new fire apparatus. Though the exact location of the fire station has yet to be determined, the vicinity in which it is likely to be constructed is located within one half mile of the proposal area. The proximity of the station to the proposal area is likely to ensure that emergency response time will be less than 5 minutes. The ongoing operation of the new fire station is to be funded with tax revenue anticipated from development of the EA1SP, the East Gateway Specific Plan, and future development in East Area 2.

The timing for the construction of the new fire station has not been determined. Pursuant to a condition imposed by LAFCo, the fire station must be constructed prior to occupancy of the 250<sup>th</sup> residential unit that is built as part of the EA1SP. However, no timeframe has been established regarding the completion of the 250<sup>th</sup> unit or the fire station. The property owners of the EA1SP, The Limoneira Company, also own Parcel C on which the East Gateway Specific Plan is approved. According to the application materials, development of the East Gateway Specific Plan is to occur concurrently with development of the first phase of EA1SP. However, there is no requirement that the fire station be constructed during the first phase of EA1SP. Thus, development and occupancy of the East Gateway Specific Plan could occur prior to the construction of the fire station, in which case response times to the East Gateway Specific Plan would exceed the response time goals and result in a reduction in the level of service to the remainder of the community as compared to current levels.

According to City staff, response times will not be significantly impacted as a result of the development of the East Gateway Specific Plan. According to the developer, nonflammable and flammable-resistant building materials utilized in commercial construction substantially reduce the risk of structure fires. In addition, commercial fire sprinkler systems, which are also required, are very effective at suppressing fire. Thus, the developer asserts that the overall risk of fire is low and the increased fire service demands for the proposal area would be minimal. In addition, according to the developer, EA1SP anticipates construction of the fire station within the first phase of development. Based on the information provided by the developer and the City, it appears that fire protection services will be adequate to serve approved and anticipated development within the proposal area.

Flood Control Services: Significant portions of the proposal area are within the FEMA-designated flood plains of Santa Paula and Haun Creeks. The Ventura County Watershed Protection District has jurisdiction over both waterways. After annexation, the City will assume floodplain management responsibilities under the National Flood Insurance Program. One of the factors that the Commission considers to be unfavorable to a change of organization is if “[t]he proposal area would accommodate new development and includes a...FEMA designated floodway or floodplain...unless the Commission determines that the hazard or hazards can be adequately mitigated.” (Commissioner’s Handbook Section 3.3.1.2).

*Parcels A and B:* Santa Paula Creek bisects the western edge of Parcel A. The majority of Parcels A and B (as well as a portion of Parcel C) are within FEMA designated flood zone A99 of the Creek. According to FEMA, Zone A99 denotes areas with a 1% annual chance of flooding that will be protected by a Federal flood control system where construction has reached specified legal requirements.

The issue of flooding along Santa Paula Creek was discussed at length during consideration of the EA1SP reorganization, approximately half of which is within the same A99 flood zone. The Federal flood control system along Santa Paula Creek which allowed for the re-designation of the area to A99 was constructed by the US Army Corps of Engineers (USACE). The system was designed to protect against the volume of floodwaters determined by studies conducted in the 1980s. The flood control system has not yet been certified as complete by the USACE. Once certified as complete, the USACE plans to turn over ownership of the flood control system to the Watershed Protection District. However, in a 2006 study it was determined that the volume of water in the Creek during a flood event would exceed the volume of water which the USACE’s flood control system was designed to protect against by 40%. As a result, according to the Watershed Protection District, the existing improvements do not provide adequate flood control protection and additional flood control improvements will be required to protect the area from flooding.

Because the additional flood control improvements will provide a direct benefit to the EA1SP, during the Commission’s consideration of the EA1SP proposal, the Watershed Protection District requested, and the Commission agreed, to impose a condition requiring the property owner of EA1SP to pay a pro rata share of the cost for the

additional flood control improvements. Similarly, because the properties within Parcels A-C will benefit from the additional flood control improvements, the Watershed Protection District believes that the undeveloped properties within Parcels A-C should also be required to pay a pro rata share of the cost. The property owner of Parcel C (which is also the property owner of EA1SP) has already agreed to pay its pro rata share. However, no such agreement is in place for the two large undeveloped properties within Parcel A (APNs 107-0-042-015 and -030). The Watershed Protection District has requested that should the Commission choose to approve the proposal it include a condition requiring the City and the District to enter into a memorandum of understanding. Under the MOU, the City will require as part of any future development project proposed on either of these two properties, that the property owner pay a pro rata share of the cost of the additional flood control improvements. This MOU would apply to only these two undeveloped parcels; no other parcel within the proposal area would be subject to it. The City has expressed no opposition to the condition. The requested condition is as follows:

The reorganization shall not be recorded until the City submits to the LAFCo Executive Officer an executed Memorandum of Understanding between the City and the Ventura County Watershed Protection District (District) requiring that the City condition the undeveloped parcels listed below upon development to pay a pro rata share of the cost to construct flood control capital improvements on Santa Paula Creek as determined by the District. It is anticipated the share will be approximately 1% (not to exceed \$200,000). The undeveloped parcels are:

APN 107-0-042-015, 11.13 Acres, Kimura Albert S Tr  
APN 107-0-042-030, 11.01 Acres, McGaelic Group

LAFCo staff recommends that should the Commission approve the proposal, the approval include the requested condition. The condition is reflected in the attached Resolution.

*Parcel C:* As noted above, the western edge of Parcel C is located within the A99 flood zone of Santa Paula Creek. Parcel C will be required to pay its pro rata share of the cost to construct the necessary flood control improvements that will eventually eliminate the flood risk from Santa Paula Creek.

The eastern approximately 1/3 of Parcel C is located within a FEMA-designated Flood Zone A of Haun Creek. Zone A is defined by FEMA as an area with a 1% annual chance of flooding (commonly referred to as a 100-year flood plain). In 2009, after concluding additional studies along the Santa Clara River, FEMA determined that in addition to the floodplain of Haun Creek, Parcel C appears to be bisected by a “regulatory floodway” associated with the creek. According to FEMA, a “regulatory floodway” is the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height. Though the

2009 data is in draft form, it represents the latest available information and will be used by FEMA unless it is demonstrated that it is inaccurate.

The flood risks associated with Haun Creek are to be addressed by construction of detention basins that are to be developed with the EA1SP. Floodwaters in Haun Creek are to be diverted to the detention basins and released back into the creek at a controlled rate. According to staff from the Watershed Protection District, development of Parcel C cannot begin until the floodplain/floodway maps are revised to remove the floodplain and draft floodway designations. This can only occur once the detention basins have been constructed and have been found by FEMA to be adequate to remove the flood threat. Thus, it appears that the flood risk will be mitigated prior to development of Parcel C.

Law Enforcement: The City's goal is to provide 1 sworn police officer per 800 residents. Response time goals are 2 minutes for emergency calls and 5 minutes for non-emergency calls. According to the application materials, the City estimates that response times for law enforcement service to the proposal area will be under 2 minutes for emergency calls and under 5 minutes for non-emergency calls. Based on a fiscal analysis prepared by the developer of the East Gateway Specific Plan, tax revenue from the development of the Specific Plan as well as anticipated development within the remainder of the proposal area will adequately cover the cost of increased police personnel needed to accommodate the increased service calls/demands from the proposal area. The amount is anticipated to be a maximum of approximately \$215,000 per year.

However, as noted in the 2012 MSR, police officer staffing has decreased in recent years from 49 sworn positions funded in 2009 to 26 funded in the current fiscal year, or 1 officer per 1,150 residents. In 2011, average response times were 7.9 minutes for emergency calls and 23.5 minutes for non-emergency calls. It is not clear how response times to the proposal area are anticipated to be less than the City's goals (under 2 minutes for emergency and 5 minutes for non-emergency calls) when the average response times for the remainder of the City are significantly longer than the City's goals. It should also be noted that the increased funding for police services resulting from the proposal is intended to mitigate only the increased service needs resulting from the proposal. These funds would not help increase any deficiencies in police services in other parts of the City.

Library Services: Because only commercial and/or industrial development is planned within the proposal area, no increased demand for library services are anticipated.

Recreation and Parks Services: Because only commercial and/or industrial development is planned within the proposal area, no increased demand for recreation and parks services are anticipated.

Schools: Because only commercial and/or industrial development is planned within the proposal area, no increased demand for school services are anticipated.

Street Maintenance: The proposal would result in the City assuming ownership and maintenance responsibility for additional roadways, including approximately one-half mile of Telegraph Road and the entire approximately 400 feet of Ferris Drive, both of which are located within Parcel A. According to the fiscal analysis prepared for the proposal, the street maintenance costs for these two road segments include three slurry seals and one cap seal over a twenty year period, totaling approximately \$660,000. Tax revenue from the commercial development within the proposal is anticipated to cover these costs.

Wastewater: The City updated its Wastewater System Master Plan (WSMP) in 2012. Anticipated wastewater demands for East Area 2 are based on the level of development that is allowed for in the General Plan. The WSMP anticipates development of up to 1.6 million square feet of commercial/industrial uses.

The City's wastewater treatment plant was completed in 2010. It has a normal operating capacity of 3.15 million gallons per day with a future final buildout capacity of 4.2 million gallons per day. The treatment plant currently treats an average of approximately 2.0 million gallons per day and appears to have adequate capacity to treat the future demand of 66,000 gallons per day from anticipated development within the proposal area.

According to the WSMP, flows from development of East Area 2 will be conveyed to the City's treatment plant via an existing trunk line located south of State Route 126. This trunk line currently serves the light industrial development west of Parcel C. In addition, according to the WSMP, flows from development of the EA1SP will also utilize this trunk line (as the Commission may recall, previous City plans anticipated the use of the Harvard trunk line to serve EA1SP). Currently, approximately ½ mile of the line is under capacity and will need to be upsized. A new lift station will also be required. In order for the EA1SP to connect to the trunkline, approximately 800 feet of new line will need to be constructed through Parcel A and across State Route 126. This new line will also serve future development within Parcel A. According to the information provided by the City, these improvements are to be financed by the developers. Ongoing operations and maintenance will be funded through user fees.

Potable Water: Potable water will be provided to the proposal area via existing mains that serve the adjacent areas already within the City. The City owns and operates a main under Telegraph Road through Parcel A to Hallock Drive. The main then extends south beneath Hallock Drive to the light industrial area south of State Route 126 adjacent to Parcel A. Based on the information submitted to LAFCo, it appears that once the water infrastructure for the EA1SP has been installed it will also serve Parcel C, which will benefit from increased pressure.

According to the City's updated Potable Water System Master Plan, annual water demands for commercial and industrial development are estimated to be 15.1 gallons per square foot and 2.49 gallons per square foot, respectively. The anticipated water demand for the additional 381,000 square feet of commercial development potential within Parcel A and the 55,000 square feet of industrial development potential within

Parcel B would be approximately 18 acre feet a year. The annual water demands for the East Gateway Specific Plan would range from approximately 14 acre feet (for a 310,000 square foot commercial development) to 17 acre feet (for a 360,000 square foot development). Thus, the total additional water demand resulting from the proposal would be up to approximately 35 acre feet per year.

According to the 2012 MSR, the City's total water demand for the 2012 was estimated to be 5,087 acre feet. Total supply in 2010 was 5,983 acre feet. Thus, it appears that current supply is adequate to meet demand. Future supplies to accommodate future development, such as the EA1SP, will be provided through the transfer of groundwater allocations.

## **5. Boundaries and Lines of Assessment**

County Surveyor review and certification of the map and legal description as being accurate and sufficient for the preparation of a Certificate of Completion pursuant to Government Code Section 57201 and for filing with the State Board of Equalization are in progress but have not been completed as of the date this report was finalized.

Commissioner's Handbook Sections 3.1.4.2 and 3.1.4.3 provide that the boundaries of a proposal shall follow lines of assessment or ownership and that a proposal involve only legal lots. The proposal boundary follows lines of assessment or ownership and staff has no information to indicate that any of the subject lots were not legally created.

## **6. Environmental Impact of the Proposal**

The EIR prepared for the project is discussed later in this report under the *California Environmental Quality Act* section.

## **7. Notice, Hearing, Election and Protest Proceedings**

Written consent to annex from all property owners has not been provided. As there is not 100 percent consent of all the landowners involved, the Commission's action is subject to notice, hearing, election and conducting authority (protest) proceedings.

As indicated in the *Population* section of this report, the proposal area is considered to be inhabited. Due to this fact, the Commission can waive protest proceedings only if all registered voters and landowners within the proposal area have been provided written notice of the LAFCo proceedings, including the fact that further protest proceedings may be waived unless written opposition is received prior to the conclusion of the hearing, and only if before the conclusion of the hearing no landowner or registered voter submits written opposition to the proposal (Govt. Code § 56663). Written notice in both English and Spanish to the landowners and registered voters within the proposal area has been provided for the hearing on this matter.

Because staff is aware of no opposition to the proposal from landowners or voters within the proposal area, the recommended resolution includes language waiving all further

protest proceedings, including any further notice. If any protest is received, the resolution will need to be amended to direct staff to conduct subsequent notice and protest proceedings. Authority to conduct the protest proceeding has been delegated to the LAFCo Executive Officer. Depending on the value of any protests received from qualified signers during the protest proceedings, the Executive Officer will either 1) terminate proceedings if a majority protest from the registered voters residing within the territory exists, 2) order the reorganization subject to confirmation of the registered voters residing within the territory, or 3) order that the reorganization be finalized in accordance with Government Code Section 57075 and the authority delegated by the Commission's policies (Handbook Section 2.5.1).

## **8. Regional Housing Needs**

No housing will be constructed or destroyed as a part of the proposal. No impacts to regional housing needs are anticipated.

## **9. Environmental Justice**

The Commission's adoption of the EA1SP condition requiring that the City submit an application to annex Parcels A and B was, in part, due to an issue of environmental justice. The City had originally requested that the Commission approve the EA1SP proposal without any requirement to annex Parcels A and B, thus creating an unincorporated island for an indeterminate amount of time. As was discussed in the EA1SP staff report, the residential community within Parcel A lacks public sewers, adequate drainage, adequate access, sidewalks, street lights, and various other services that the City was proposing to provide to the EA1SP. The annexation of only the EA1SP would have left this community without access to a variety of municipal services that were already being provided, or were planned to be provided, to all of the areas surrounding it. The annexation of Parcels A and B would resolve any issues related to environmental justice assuming that the City provides public facilities to the area that are commensurate with other areas within the City.

## **CALIFORNIA ENVIRONMENTAL QUALITY ACT**

### Environmental Impacts

The City is the lead agency under CEQA and prepared an EIR (East Gateway Project Final Environmental Impact Report – January 2013) that addressed impacts associated with development of the proposal. The City certified the EIR in January 2013. The EIR was previously distributed to the Commission under separate cover.

The EIR determined that significant impacts in the following areas would be less-than-significant with the imposition of mitigation measures:

- Aesthetics
- Air quality
- Biological resources

- Cultural resources
- Geology and soils
- Hazards and hazardous materials
- Hydrology and water quality
- Noise
- Utilities and service systems

The EIR determined that the following significant impacts could *not* be mitigated to less-than-significant levels:

- Agricultural resources
- Traffic and transportation

The City adopted statements of overriding considerations and a mitigation monitoring program for these impacts as part of the certification of the EIR. The City's CEQA findings for the project and the mitigation monitoring program can be found under Attachment 5.

Regarding impacts to agricultural resources, the EIR concludes that a total of approximately 41 acres of prime agricultural lands will ultimately be converted as a result on annexation. Based on staff's analysis and using the definition of prime agricultural land found in LAFCo law, approximately 48 acres of prime agricultural land will be impacted. According to the EIR, the impact to agricultural resources will be partially mitigated through a mitigation measure that requires a conservation easement be established on other agricultural lands that provide the same crop production values as that which will be converted. However, this mitigation measure is intended to mitigate the loss of monetary value, which is not an environmental impact. It does little, if anything, to mitigate the loss of 48 acres of prime farmland, which is an environmental impact.

### Project Description

As noted previously in this report, the project description in the EIR provides that the area within Parcel A currently designated by the County as Agricultural is to be rezoned by the City for agricultural uses. The agricultural rezoning is reflected in several places throughout the EIR. However, the City Council rezoned the area for highway commercial development. Thus, the project description in the EIR is not consistent with the project that was approved.

For this proposal, LAFCo is a responsible agency. If a responsible agency finds an EIR prepared by the lead agency to be inadequate, the responsible agency must file a legal challenge within 30 days of the lead agency's certification of the EIR (CEQA Guidelines §15096(e)). The City certified the EIR over three months ago; thus LAFCo's ability to dispute the EIR has passed. However, in such a situation, CEQA provides for a responsible agency to assume the role of lead agency if it is determined that the preparation of a subsequent EIR (SEIR) is required (CEQA Guidelines §15052). This CEQA provision is reflected in Commissioner's Handbook Section 1.4.4.1(e). Pursuant

to CEQA Guidelines § 15162, no SEIR shall be prepared unless the lead agency (that is, the responsible agency that would assume the role of lead agency) determines, on the basis of substantial evidence in the light of the whole record, one or more of the following:

- (1) Substantial changes are proposed in the project which will require major revisions of the previous EIR or negative declaration due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects;*
- (2) Substantial changes occur with respect to the circumstances under which the project is undertaken which will require major revisions of the previous EIR or negative declaration due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects; or*
- (3) New information of substantial importance, which was not known and could not have been known with the exercise of reasonable diligence at the time the previous EIR was certified as complete or the negative declaration was adopted, shows any of the following:*
  - (A) The project will have one or more significant effects not discussed in the previous EIR or negative declaration;*
  - (B) Significant effects previously examined will be substantially more severe than shown in the previous EIR;*
  - (C) Mitigation measures or alternatives previously found not to be feasible would in fact be feasible and would substantially reduce one or more significant effects of the project, but the project proponents decline to adopt the mitigation measure or alternative; or*
  - (D) Mitigation measures or alternatives which are considerably different from those analyzed in the previous EIR would substantially reduce one or more significant effects on the environment, but the project proponents decline to adopt the mitigation measure or alternative.*

LAFCo staff's review of the EIR focused only on those aspects over which LAFCo has review authority and/or jurisdiction. Staff found no instances where the project that was approved would result in new significant effects or a substantial increase in the severity of previously identified significant impacts. In addition, the change in the project description was known before the EIR was certified and therefore does not constitute new information that was not known at the time the EIR was certified. Staff also identified no new mitigation measures that would substantially reduce one or more significant impacts. Thus, it appears that none of the criteria necessitating preparation of a SEIR has been met.

#### **ALTERNATIVE ACTIONS AVAILABLE:**

- A If the Commission, following public testimony and review of the materials submitted, determines that further information is necessary, a motion to continue the reorganization proposal should state specifically the type of information desired and specify a date certain for further consideration.

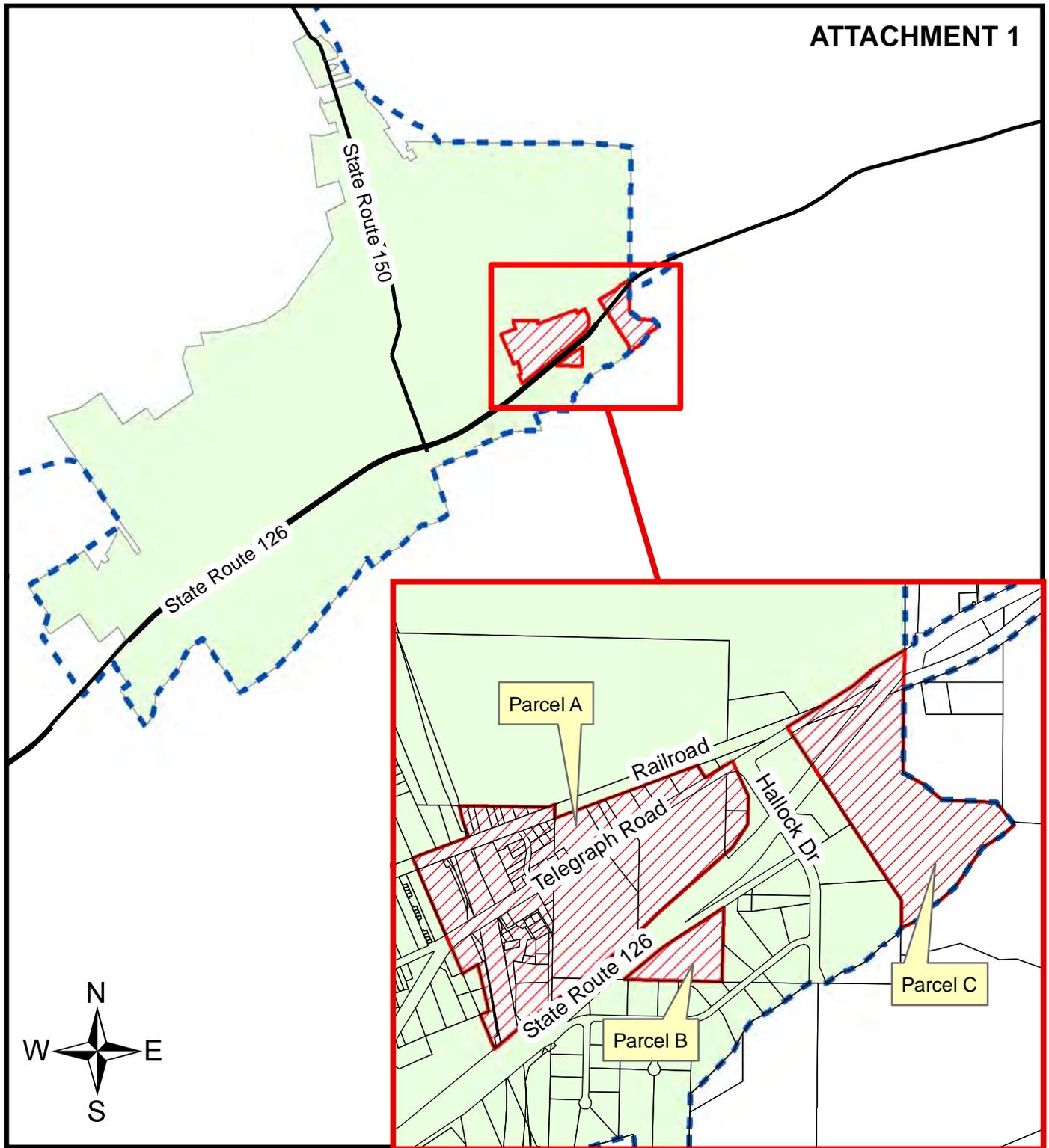
- B. If the Commission, following public testimony and review of the materials submitted, determines that the boundaries of the reorganization proposal should be modified, or that the proposal should be approved subject to any changes or additions to the terms and conditions recommended, a motion to approve should clearly specify any boundary changes and/or any changes or additions to the terms and conditions of approval.
- C. If the Commission, following public testimony and review of materials submitted, wishes to deny or modify the reorganization proposal, a motion to deny should include direction that the matter be continued to the next meeting and that staff prepare a new report consistent with the evidence submitted and the anticipated decision.

BY:   
Kai Luoma, AICP  
Deputy Executive Officer

Attachments:

1. Vicinity map
2. List of Assessor parcel numbers within proposal area
3. Aerial photo of proposal area
4. Letters from City of Santa Paula and Limoneira Company regarding agricultural buffer
5. City's CEQA finding and mitigation monitoring program
6. LAFCo 13-04 Resolution

LAFCo makes every effort to offer legible map files with the online and printed versions of our reports; however, sometimes the need to reduce oversize original maps and/or other technological/software factors can compromise readability. Original maps are available for viewing at the LAFCo office by request.



LAFCo 13-04  
City of Santa Paula Reorganization  
East Area 2 (Parcels A-C)

**Legend**

-  LAFCo 13-04 Proposal Area
-  City of Santa Paula
-  Santa Paula Sphere of Influence



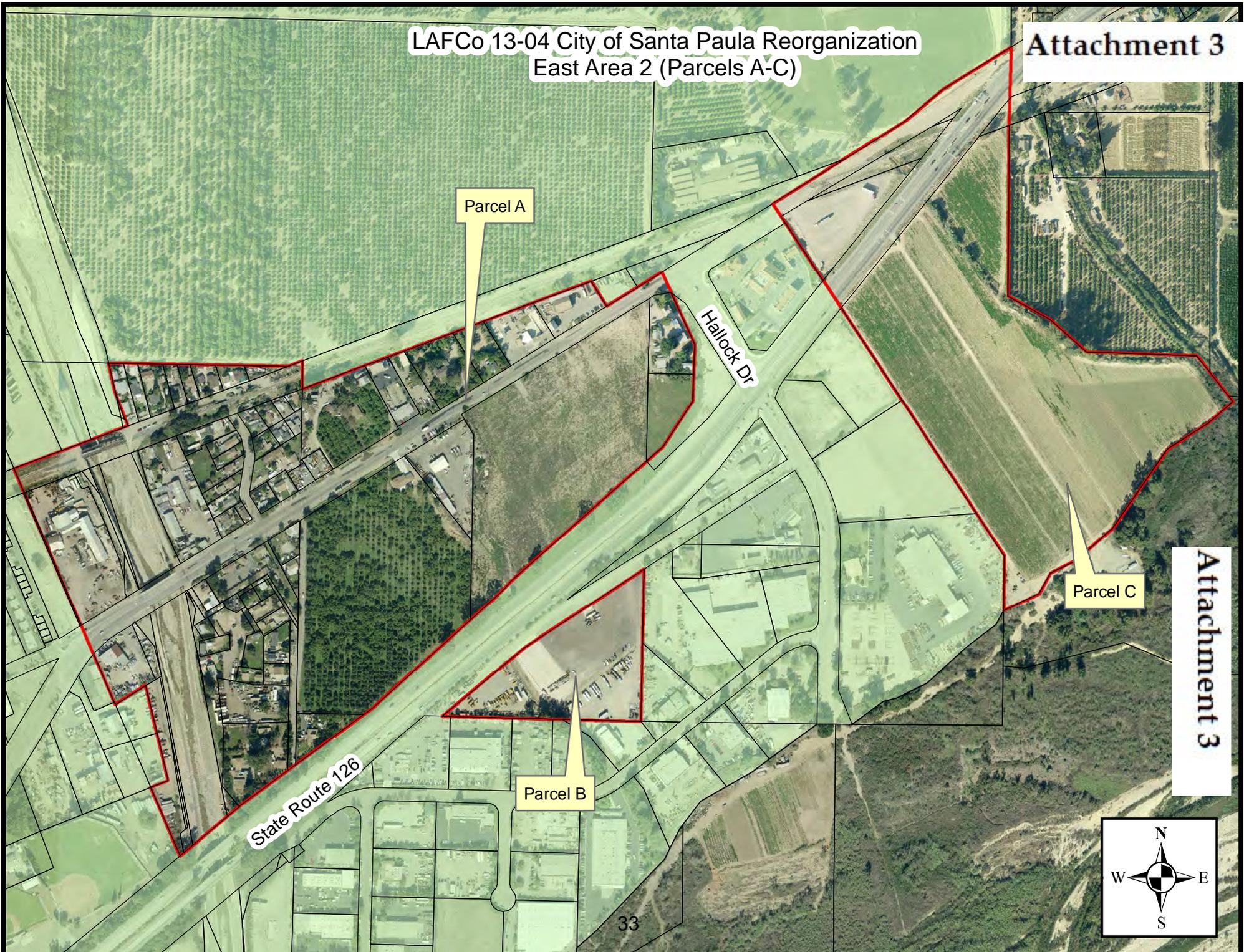
## LAFCo 13-04 City of Santa Paula Reorganization - East Area 2 (Parcels A-C)

APN	Owner	No.	Street	Acreage
<b>PARCEL A</b>				
107001133 5	NAVA GUADALUPE M TR	112	WHIPPLE RD	.57
107002001 0	VENTURA COUNTY TRANS COM			4.81
107002003 5	VENTURA COUNTY FL CTRL DIST			1.50
107002005 0	PEREZ JOSE F-JOSEFINA F	17959	E TELEGRAPH RD	.18
107002006 5	MARTINEZ DELFINO-LINDA G	17963	TELEGRAPH RD	.07
107002007 5	MARTINEZ NIEVES	29	FERRIS DR	.18
107002008 5	LOPEZ MOISES-FRANCISCA	65	FERRIS DR	.19
107002009 5	WIMBERLY MARY L EST	71	FERRIS DR	.42
107002010 5	TIMBER CANYON RANCHES	101	FERRIS DR	.13
107002011 5	FLORES ABIGAIL-ESTHER	121	FERRIS DR	.16
107002012 5	REYES NANCY	131	FERRIS DR	.35
107002013 5	PEREZ ROSALINDA G EXEMPT TR	130	FERRIS DR	.15
107002014 5	SANDOVAL SALVADOR S TR	17983	FERRIS LN	.13
107002015 5	GARCIA FRANCISCO J-MARIE D	17989	FERRIS DR	.09
107002016 0	RABAGO ROBERT T-MARY K	17991	FERRIS DR	.10
107002017 5	GODINEZ JOHN JR-JO ANN	17988	FERRIS DR	.12
107002018 0	AGUILAR NICANORA M	17980	FERRIS LN	.11
107002020 0	FERRIS GARDENS PROPERTIES	8	FERRIS DR	.17
107002022 0	VENTURA COUNTY OF			.42
107002024 5	MENDEZ MANUEL D-MARGARET TR	48	FERRIS DR	.48
107002025 5	GARCIA GABRIEL E EST	60	FERRIS DR	.15
107002027 5	SHELTON DAVID R-ELLEN E TR	17951	TELEGRAPH RD	1.853
107002028 5	VENTURA COUNTY FL CTRL DIST			.06
107002030 5	VENTURA COUNTY FL CTRL DIST			.03
107002031 5	VENTURA COUNTY FL CTRL DIST			.11
107002033 5	MENDEZ MANUEL D-MARGARET TR	17983	TELEGRAPH RD	0.174
107002034 5	MENDEZ MANUEL D-MARGARET TR	18021	E TELEGRAPH RD	0.219
107002035 5	MENDEZ MANUEL D-MARGARET TR	18021	E TELEGRAPH RD	0.167
107002036 0	VOGEL ROBERT L-BARBARA J TR	17905	E TELEGRAPH RD	2.56
107002037 0	VENTURA COUNTY FL CTRL DISTRICT			0.23
107003001 0	PENA RUBEN R-RACHEL	17902	E TELEGRAPH RD	0.929
107003003 5	JOHNSON RICHARD D-BARBARA F	17958	E TELEGRAPH RD	.15
107003004 5	SAHAGUN JOSE C-MARIA G	17962	E TELEGRAPH RD	.91
107003005 0	HUERTA CESARIO-FLORESTELLA TR	17998	E TELEGRAPH RD	.28
107003006 0	LAYDON MICHELLE	25	E WHIPPLE RD	.14
107003007 0	SANCHEZ RENE E SR		E TELEGRAPH RD	.08
107003009 0	GARCIA FRANK-MARIA	17948	E TELEGRAPH RD	.17
107003010 0	MORUA MARY TRUST ET AL			.17
107003011 0	BACA SALVADOR G TR EST	17930	E TELEGRAPH RD	.16
107003012 0	MORENO ISAIAS-MARIA D TR	17944	E TELEGRAPH RD	.14
107003013 5	ROMERO ELVIS-LESLIE	59	WHIPPLE RD	.31
107003014 5	LUNA CHRISTINA C TR	97	WHIPPLE RD	.18
107003015 0	RUTLEDGE PATRICIA LIFE EST			.13
107003016 5	PINTO ANTHONY J III-JULIE R	103	WHIPPLE RD	.91

107003021 0	MENDOZA THEODORE F-ESTHER R TR				.05
107003028 5	DIAZ ANTHONY-CELIA L TR				.10
107003031 0	JOHNSON RICHARD				.09
107003032 0	MORUA DAVID				.04
107003033 0	DIAZ JOSE ANGEL IRREV TR	17958		TELEGRAPH RD	.08
107003034 0	SANCHEZ RENE E SR				.02
107003038 5	PINTO ANTHONY J III-JULIE R				.38
107003040 0	VENTURA COUNTY FL CTRL DIST				2.97
107003044 5	VENTURA COUNTY FL CTRL DIST				.03
107003045 5	VENTURA COUNTY FL CTRL DIST				.01
107003046 5	ZAVALA JOE	131		WHIPPLE RD	1.49
107003047 5	VENTURA COUNTY FL CTRL DIST				.06
107003048 5	PINTO ANTHONY J III-JULIE R	17950	E	TELEGRAPH RD	1.06
107003049 5	VENTURA COUNTY FL CTRL DIST				.00
107003050 0	VENTURA COUNTY FL CTRL DIST				.11
107003051 5	VENTURA COUNTY FL CTRL DIST				.16
107003052 0	DIAZ ANTONIO				.02
107003053 0	CUBITT JAMES C-ABIGAIL H			UNKNOWN LN	.08
107003060 0	VENTURA COUNTY FL CTRL DIST				0.16
107003061 0	SANTA PAULA CITY OF				0.97
107003062 0	VENTURA COUNTY FL CTRL DIST				0.05
107004101 5	KIMURA ALBERT S TR	18029	E	TELEGRAPH RD	2.08
107004102 5	MCGRATH SEAN H TR	18037	E	TELEGRAPH RD	.57
107004103 5	MCGRATH SEAN H TR		E	TELEGRAPH RD	.43
107004104 5	NEWSOM ALICE C SURVIVORS TR	18101	E	TELEGRAPH RD	1.03
107004105 0	NEWSOM ALICE C	18113	E	TELEGRAPH RD	.61
107004106 0	J E CLARK II CORP	18115	E	TELEGRAPH RD	.83
107004107 0	STANGELAND HARRY	18145	E	TELEGRAPH RD	.72
107004201 5	KIMURA ALBERT S TR	18004		TELEGRAPH RD	11.13
107004202 0	WARD GARY W-LISA G TR	18056	E	TELEGRAPH RD	1.38
107004203 0	MC GAELIC GROUP	18114	E	TELEGRAPH RD	11.01
107004204 5	PHILLIPS OLIVER S-BETTE J TRUST				.91
107004205 0	RED MOUNTAIN LAND & FARMING	18212-236		TELEGRAPH RD	1.02
107017007 5	ORTEGA JOSE F			FERRIS DR	.21
107017008 5	HERRERA ERNEST P			FERRIS RD	.16
107017010 5	VIGIL FRANCISCO - ALICIA	458		FERRIS DR	.11
107017013 5	ST JOHN MICHELE	17919		TEXAS LN	.44
107017014 5	ALVAREZ JUAN M-CYNTHIA	17939		TEXAS LN	.25
107017015 5	RODRIGUEZ JOSE U-CATALINA TR	17961		TEXAS LN	.20
107017017 5	VELASCO AURELIO-ALICIA B	17915		TEXAS LN	.27
107017023 5	MARTINEZ JOSE L-MARGARITA	17909		TEXAS LN	0.30
<b>PARCEL B</b>					
107021009 5	LINDSEY RONALD D-LUANA D				5.16
<b>PARCEL C</b>					
107004001 0	VENTURA COUNTY TRANS COM				4.22 (portion)
107004306 5	LIMONEIRA CO	18300		TELEGRAPH RD	25.28
107004403 5	LIMONEIRA CO				2.05

LAFCo 13-04 City of Santa Paula Reorganization  
East Area 2 (Parcels A-C)

Attachment 3



Parcel A

Hallock Dr

State Route 126

Parcel B

Parcel C

Attachment 3



33

# LIMONEIRA

SINCE 1893

RECEIVED  
MAY 02 2013  
Ventura LAFCo

April 30, 2013

Ms. Janna Minsk, Planning Director  
City of Santa Paula  
970 Ventura Street  
Santa Paula, CA 93060

**Subject: Agricultural/Urban Buffer Policy for East Gateway Specific Plan  
LAFCO 13-04 Santa Paula Reorganization**

Dear Ms. Minsk,

In recognition of the adopted agricultural/urban buffer guidelines by the Ventura County Agricultural Commissioner's office and consistency with the City of Santa Paula General Plan buffer policies relative to Agriculture, Limoneira Company will agree to a Condition that satisfies the Agricultural Commissioner's buffer/fencing requirements upon the East Gateway Specific Plan. Assurance of this will be through a City development condition upon the East Gateway Specific Plan, which requires Limoneira and development of the East Gateway Specific Plan to comply with the attached Agricultural Commissioner's letter dated April 15, 2013.

Should you have any questions or need any additional information, please do not hesitate to contact me.

Sincerely,



Harold Edwards  
Limoneira Company, CEO

✓ CC: Kim Uhlich LAFCo Director



*"Citrus Capital of the World"*

# City of Santa Paula

970 Ventura Street • Santa Paula, California • Mailing Address: P.O. Box 569 • 93061 • Phone: (805) 525-4478 • Fax: (805) 525-6278

May 1, 2013

Ms. Kim Uhlich, Executive Director  
Ventura Local Agency Formation Commission  
800 S. Victoria Avenue  
Ventura, CA 93009-1850

**Subject: Agricultural/Urban Buffer Policy for East Gateway Specific Plan  
LAFCO 13-04 Santa Paula Reorganization**

Dear Ms. Uhlich,

In recognition of the adopted agricultural/urban buffer guidelines by the Ventura County Agricultural Commissioner's office and consistency with the City of Santa Paula General Plan buffer policies relative to Agriculture, the City will be imposing the Agricultural Commissioner's buffer/fencing requirements upon the East Gateway Specific Plan. Assurance of this will be through a City imposed development condition upon the East Gateway Specific Plan, which requires Limoneira and/or developer and development of the East Gateway Specific Plan to comply with the attached Agricultural Commissioners' letter dated April 15, 2013.

Please do not hesitate to contact me should you have questions.

Respectfully Submitted,

Janna Minsk, Planning Director  
City of Santa Paula

Enclosure: Agricultural Commissioners letter dated April 15, 2013



Office of  
**AGRICULTURAL COMMISSIONER**

669 County Square Drive, Ventura, CA 93003  
P.O. Box 3937, Ventura, CA 93006-3937  
Telephone: (805) 477-1620  
FAX: (805) 477-1615

**Agricultural Commissioner**  
Henry S. Gonzales

**Chief Deputy**  
Rudy Martel

Date: April 15, 2013

To: Janna Minsk  
Planning Director  
City of Santa Paula

From: Rudy Martel  
Chief Deputy Agricultural Commissioner *Rm*

Subject: East Gateway Project-City of Santa Paula

Thank you for the opportunity to comment on the City of Santa Paula's East Gateway Project. The Ventura County Agricultural Commissioner's Office will be addressing issues of land use incompatibility in regards to the northern and eastern boundaries of the project location, as they are directly adjacent to active agriculture.

The Agricultural/Urban Buffer Policy developed in 2006 by the Ventura County Agricultural Policy Advisory Committee (APAC) recommends a 300-foot setback and chain-link fence between new urban structures and uses and adjacent agricultural operations. A 150-foot setback with a chain-link fence and an absorptive vegetative barrier of trees and shrubs is also considered acceptable in lieu of 300 feet. These buffer standards have generally been incorporated into Ventura County's Initial Study Assessment Guidelines (Topic 5.b) for the unincorporated area.

According to the proposed East Gateway Project there is to be planned urban development adjacent to existing agricultural operations on the northern boundary (Texas Lane) and eastern boundary (near Haun Creek). The eastern boundary has an incomplete vegetative screening and fence. The northern boundary of the project has no visible fence or vegetative screening. Extended setbacks (buffers) should be considered for the protection of agricultural lands within the city and within the unincorporated areas. Buffers, setbacks, fencing and vegetative barriers should be provided and maintained on the land that will be urbanized, not the adjacent agricultural lands.

**Fencing Requirements:**

A reinforced 8-foot chain link fence with a top bar is required on applicable urban developments to deter pilferage and vandalism of crops. The placement of the fence should be nearest the agricultural side. If the agricultural property has a fence, this requirement may be satisfied.

**Minimum standards for vegetative screen:**

- Two staggered rows of trees and shrubs consisting of evergreen foliage that extends from the base of the plant to the crown
- Trees and shrubs should be vigorous and drought tolerant
- Plants should have 50% to 75% porosity (approximately 50% to 75% of the plant is air space)
- Plant heights should vary in order to capture drift within 4 feet of ground applications
- Trees should be six feet at the time of planting and reach mature heights of 15 feet or more

Please refer to the Ventura County Agricultural/Urban Buffer Policy for more information on standards regarding buffers and acceptable uses. This document is viewable at:

<http://portal.countyofventura.org/portal/page/portal/AgCommissioner/OneStopPermittingHome/GuidelinesStandards>

**LAFCO 13-04****RESOLUTION OF THE VENTURA LOCAL AGENCY FORMATION COMMISSION MAKING DETERMINATIONS AND APPROVING THE CITY OF SANTA PAULA REORGANIZATION – EAST AREA 2 (PARCELS A-C); ANNEXATION TO THE CITY OF SANTA PAULA AND DETACHMENT FROM THE VENTURA COUNTY FIRE PROTECTION DISTRICT, THE VENTURA COUNTY RESOURCE CONSERVATION DISTRICT, AND COUNTY SERVICE AREA NOS. 32 AND 33**

WHEREAS, the above-referenced proposal has been filed with the Executive Officer of the Ventura Local Agency Formation Commission (LAFCo or Commission) pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Section 56000 et seq. of the California Government Code); and

WHEREAS, at the times and in the manner required by law, the Executive Officer gave notice of the hearing as required by law; and

WHEREAS, the proposal was duly considered on May 15, 2013; and

WHEREAS, the Commission heard, discussed and considered all oral and written testimony for and against the proposal including, but not limited to, the LAFCo Staff Report and recommendation, the environmental document, sphere of influence and applicable local plans and policies; and

WHEREAS, not all landowners within the affected territory have consented to the proposal; and

WHEREAS, the affected territory has more than twelve registered voters and is considered inhabited; and

WHEREAS, information satisfactory to the Commission has been presented that no subject or affected agencies have submitted written opposition to the proposal; and

WHEREAS, the Commission finds the proposal to be in the best interest of the landowners and present and future inhabitants within the City of Santa Paula (City) and within the affected territory, and the organization of local governmental agencies within Ventura County; and

WHEREAS, the Commission certifies that it has reviewed and considered the Final Environmental Impact Report (FEIR) prepared by the lead agency; and

WHEREAS, the Commission has found that the FEIR discloses impacts that are not significant or are mitigated to a level of insignificance; and

WHEREAS, the Commission has found that there remains significant and unavoidable impacts that cannot be mitigated to a level of insignificance and that these impact findings be made, in accordance with Section 15093 of the CEQA Guidelines; and

WHEREAS, the Commission makes a statement of overriding considerations that based on substantial evidence in the record the benefits of the project outweigh the unavoidable adverse environmental effects;

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED by the Ventura Local Agency Formation Commission as follows:

- (1) The LAFCo Staff Report dated May 15, 2013 and recommendation for approval of the proposal are adopted.
- (2) The reorganization is hereby approved, and the boundaries are established as generally set forth in the attached Exhibit A.
- (3) The boundaries of the proposal are found to be definite and certain as approved.
- (4) The subject proposal is assigned the following distinctive short form designation: **LAFCO 13-04 CITY OF SANTA PAULA REORGANIZATION – EAST AREA 2 (PARCELS A-C).**
- (5) The Commission has reviewed and considered the information contained in the FEIR for the East Gateway Project prepared for the City as lead agency as well as all comments received and determines that there are not any feasible mitigation measures or feasible alternatives, within the power and authority of LAFCo, which would substantially lessen or avoid any significant effect on the environment [CEQA Guidelines §15096(g)].
- (6) The Commission hereby adopts the lead agency's Findings, Mitigation Measures and Mitigation Monitoring Program (Attachment 5 to the Staff Report).
- (7) The Commission directs staff to file a Notice of Determination in the same manner as a lead agency under CEQA Guidelines §15094 and §15096(i).

- (8) The Commission determines that the project is in compliance with Government Code § 56741 as the territory to be annexed is located within one county and is contiguous with the boundaries of the City.
- (9) The affected territory is inhabited as defined by Government Code § 56046.
- (10) Pursuant to Government Code Section 56663, written notice of the Commission proceedings has been provided to all registered voters and landowners within the affected territory and no written opposition to the waiver of protest proceedings has been received from registered voters or landowners within the affected territory. The Commission hereby waives protest proceedings entirely.
- (11) The affected territory shall be liable for all taxes, charges, fees or assessments that are levied on similar properties within the City.
- (12) **The reorganization shall not be recorded until the City submits to the LAFCo Executive Officer an executed Memorandum of Understanding between the City and the Ventura County Watershed Protection District requiring that the City condition the undeveloped parcels listed below upon development to pay a pro rata share of the cost to construct flood control capital improvements on Santa Paula Creek as determined by the District. It is anticipated the share will be approximately 1% (not to exceed \$200,000). The undeveloped parcels are:**
  - APN 107-0-042-015, 11.13 Acres, Kimura Albert S Tr**
  - APN 107-0-042-030, 11.01 Acres, McGaelic Group**
- (13) **This reorganization shall not be recorded until all LAFCo fees have been paid and until fees necessary for filing with the State Board of Equalization have been submitted to the LAFCo Executive Officer.**
- (14) **This reorganization shall not be recorded until a map and legal description consistent with this approval and suitable for filing with the State Board of Equalization have been submitted to the LAFCo Executive Officer.**

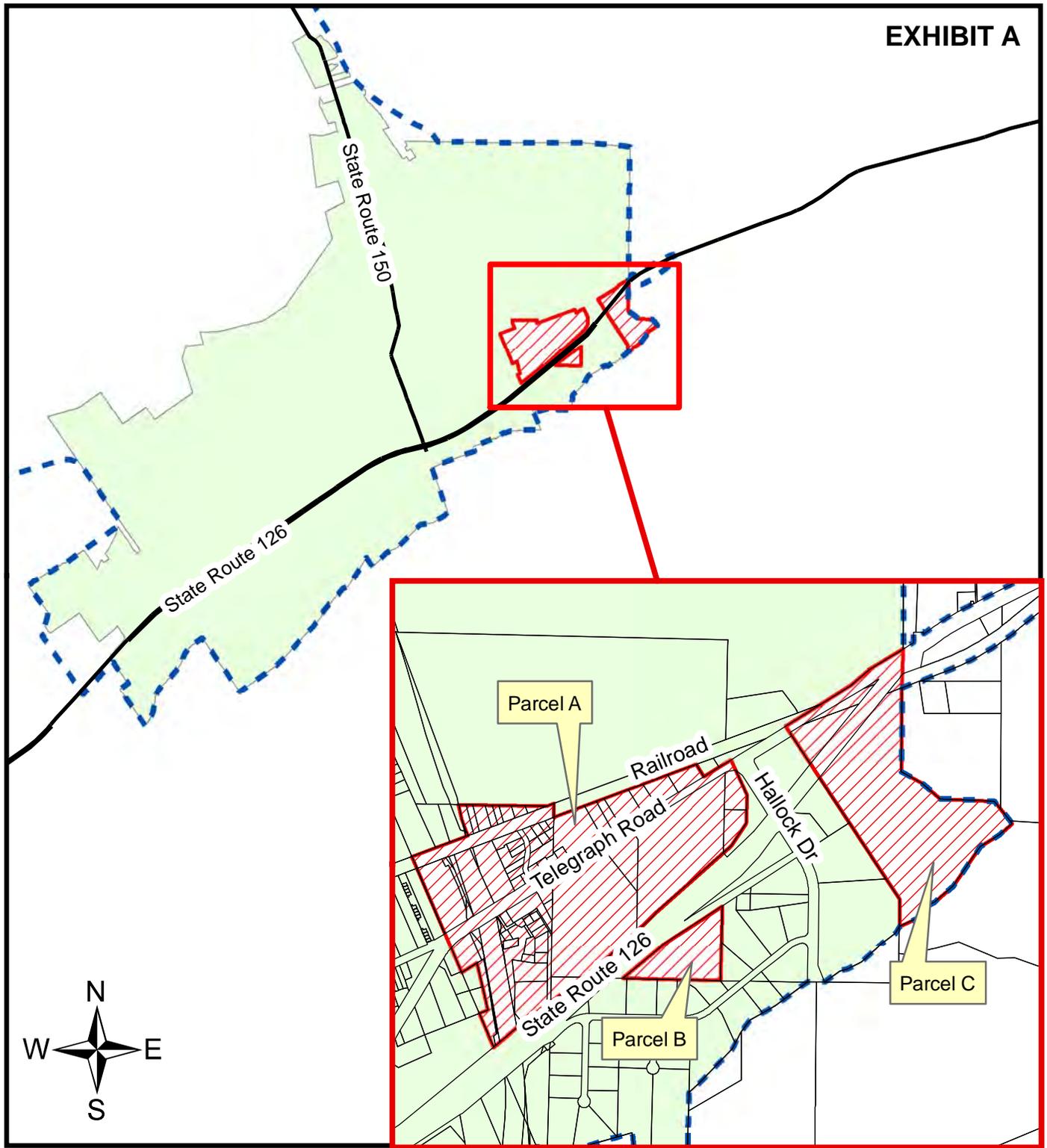
This resolution was adopted on May 15, 2013.

	<b>AYE</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Commissioner Dandy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Long	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Ford-McCaffrey	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Morehouse	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Parks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Parvin	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Pringle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Bennett	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Cunningham	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Freeman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Smith	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Dated: \_\_\_\_\_  
Chair, Ventura Local Agency Formation Commission

Attachments: Exhibit A

Copies: City of Santa Paula  
Southern California Edison  
Southern California Gas Company  
Ventura County Watershed Protection District  
Ventura County Assessor  
Ventura County Auditor/Controller  
Ventura County Elections-Registrar of Voters  
Ventura County Fire Protection District  
Ventura County Planning  
Ventura County Environmental Health  
Ventura County Resource Conservation District  
Ventura County Sheriff – EOC  
Ventura County Surveyor



LAFCo 13-04  
City of Santa Paula Reorganization  
East Area 2 (Parcels A-C)

**Legend**

-  LAFCo 13-04 Proposal Area
-  City of Santa Paula
-  Santa Paula Sphere of Influence





VENTURA LOCAL AGENCY FORMATION COMMISSION  
STAFF REPORT

Meeting Date: May 15, 2013

**Agenda Item 8**

**TO:** LAFCo Commissioners  
**FROM:** Kim Uhlich, Executive Officer *KU*  
**SUBJECT:** Recommended Final Budget and Work Plan – Fiscal Year 2013-14

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**RECOMMENDATION:**

Adopt the Recommended Final Budget and Work Plan for FY 2013-14.

**BACKGROUND:**

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 requires each LAFCo to adopt a Proposed Budget by May 1 and a Final Budget by June 15. The Commission adopted a Proposed FY 2013-14 Budget on April 17, 2013.

The policies of the Ventura LAFCo (Commissioner’s Handbook) provide that an unassigned (and unappropriated) fund balance of approximately 60 days working capital must be maintained. Based on the Adopted Final Budget for the current fiscal year (\$659,706), 60 days working capital would equate to approximately \$109,951. The total Unassigned Fund Balance is currently \$285,219, which is equivalent to 156 days working capital. On April 17, 2013 the Commission adopted a Proposed Budget for FY 2013-14 which increased the Appropriation of (unassigned) Fund Balance from a recommended amount of \$43,002 to \$68,643 in order to reduce the amount of Total Other Governmental Agencies Revenue from 8.9% to 4.2% of the FY 2012-13 Adopted Budget amount of \$550,515.

Copies of the Recommended Final Budget for FY 2013-14 have been transmitted to the County and each city and independent special district in the County for review and comment. Pursuant to state law, comments may be provided at any time prior to action on a Final Budget.

**DISCUSSION:**

The FY 2013-14 Recommended Final Budget has been revised to reflect the Proposed Budget adopted in April except that the Appropriation of Fund Balance amount has been reduced by \$510 to \$68,133. This is primarily due to a \$500 decrease in the recommended expenditures for Accounting and Auditing Services (account code 2203)

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COMMISSIONERS AND STAFF

---

**COUNTY:**  
Kathy Long  
Linda Park, Vice Chairs  
*Alternate:*  
Steve Bennett

**CITY:**  
Carl Morehouse  
Janice Parvin  
*Alternate:*  
Carol Smith

**DISTRICT:**  
Bruce Dandy  
Gail Pringle, Chair  
*Alternate:*  
Elaine Freeman

**PUBLIC:**  
Linda Ford-McCaffrey  
*Alternate:*  
Lou Cunningham

**Executive Officer:**  
Kim Uhlich

**Dep. Exec. Officer**  
Kai Luoma, AICP

**Office Mgr/Clerk**  
Debbie Schubert

**Legal Counsel**  
Michael Walker

based on a revised estimate received from County Auditor-Controller staff after the adoption of the Proposed Budget. This decrease in expenditures resulted in a \$10 decrease in the Contingencies appropriation.

Attachment:           1. Recommended Final Budget



**VENTURA LOCAL AGENCY FORMATION COMMISSION**

COUNTY GOVERNMENT CENTER • HALL OF ADMINISTRATION

800 S. VICTORIA AVENUE • VENTURA, CA 93009-1850

TEL (805) 654-2576 • FAX (805) 477-7101

WWW.VENTURA.LAFCO.CA.GOV

# ***RECOMMENDED*** **FINAL BUDGET**

**Fiscal Year**  
**2013-2014**

**Hearing Date: May 15, 2013 - 9:00 A.M.**  
**Ventura County Government Center, Administration Building**  
**Board of Supervisors' Hearing Room**



## **BUDGET MESSAGE**

### ***Recommended Final Budget - Fiscal Year 2013-2014***<sup>1</sup>

Meeting Date: May 15, 2013

#### **Introduction**

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code Section 56000 *et seq.*) (CKH) requires each Local Agency Formation Commission (LAFCo) to adopt a Proposed Budget by May 1 of each year and a Final Budget by June 15 of each year. The Ventura LAFCo will have a hearing on May 15, 2013 to consider this Recommended Final Budget for Fiscal Year (FY) 2013-14. Once adopted, the Final Budget will be used by the County Auditor-Controller to collect revenues as necessary from the County, cities and independent special districts.

The Ventura LAFCo Commissioner's Handbook, the compendium of the Ventura LAFCo's policies and procedures, contains budget policies in Section 2.3.1 *et seq.* The Recommended Final Budget for 2013-14 was prepared in accordance with these policies. Major goals continue to be minimizing expenditures while fulfilling basic functions, and providing for effective and efficient compliance with mandates.

LAFCo and the County of Ventura entered into a Memorandum of Agreement effective July 1, 2001. While LAFCo is an independent agency, the Memorandum of Agreement provides for the County to provide personnel, support services, offices and materials as requested by LAFCo. All of the personnel, support services, offices and materials to be requested of the County for FY 2013-14 are part of this Recommended Final Budget. Budget information is formatted using County of Ventura account descriptions and codes.

This Budget Message highlights LAFCo's major responsibilities, reviews the major work accomplishments and budget information for the first three quarters of FY 2012-13, sets forth a basic work plan for FY 2013-14, and provides background and explanatory information about the anticipated expenditures and revenues in this Recommended Final FY 2013-14 Budget.

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<sup>1</sup> **Note that this Budget Message contains minor changes since the adoption of the Proposed Budget for FY 2013-14, but the Recommended Final Budget is otherwise the same as the Proposed Budget adopted by the Commission on April 17, 2013 except for a proposed decrease in expenditures for Accounting and Auditing Services (account code 2203) and a decrease in the Projected Unappropriated Fund Balance.**

## Major LAFCo Responsibilities

- Act on proposals for incorporation of cities; formation, dissolution, consolidation and merger of special districts; and annexation and detachment of territory to and from cities and special districts.
- Establish spheres of influence for cities and special districts.
- Review and, as necessary, update spheres of influence for cities and special districts every five years.
- Conduct municipal service reviews prior to or in conjunction with the establishment or update of spheres of influence.
- Perform special studies relating to services and make recommendations about consolidation, mergers or other governmental changes to improve services and reduce operational costs.
- Serve as the conducting authority for the determination of protests relating to proposals for incorporation, formation, and subsequent boundary changes.
- Act on requests for out-of-agency contracts for extensions of services.
- Function as either a responsible or lead agency pursuant to the California Environmental Quality Act (CEQA).
- Review and comment on draft changes/updates to city and county general plans.
- Review and comment on draft environmental documents prepared pursuant to the California Environmental Quality Act.
- Provide public information about LAFCo and public noticing of pending LAFCo actions.
- Establish and maintain a website.
- Adopt and update, as necessary, written policies and procedures.
- Adopt an annual budget.

## FY 2012-13 in Review

Based on information through the end of March, 2013, total projected actual expenditures for FY 2012-13 should be approximately \$51,536 (7.8%) less than the Adopted Final Budget. Salaries and Employee Benefits are projected to be approximately \$7,500 (1.5%) less than the Adopted Final Budget. Actual Services and Supplies expenditures are projected to be approximately \$31,100 (20.1%) less than the Adopted Final Budget. In addition, we anticipate not using the Contingency appropriation of \$12,936. The anticipated savings in Salaries and Benefits and Services/Supplies and Contingency will contribute to a projected unappropriated Fund Balance for FY 2013-14 of \$51,136 which is \$34,055 (40%) less than the appropriated Fund Balance adopted as a part of the FY 2012-13 Final Budget (\$85,191).

Actual revenue for FY 2012-13 is projected to be approximately \$400 (0.07%) less than that reflected in the Adopted Final Budget. The County, the cities and the independent special districts all paid their respective shares of the net operating expenditures as apportioned by the County Auditor-Controller pursuant to the CKH (account code 9372).

Actual interest revenue (account code 8911) is projected to be approximately \$3,600, which is \$400 (10%) less than the Adopted Final Budget (\$4,000). Based on applications filed as of the end of March, projected actual revenues from application filing fees (account code 9772) are equal to the Adopted Final Budget amount.

The following work plan was adopted as a part of the FY 2012-13 Adopted Final Budget:

- Complete remaining municipal service reviews and sphere of influence reviews/updates in accordance with the approved 2008 – 2013 Service Review and Sphere of Influence Update Work Plan.
- Continue to review and comment on draft environmental documents and general plan updates as they may be prepared by the cities and the County.
- Maintain and enhance operations with a focus on communication with the Commission, the County, cities, districts and the public; budget monitoring and information; staff training and development; and enhanced records management.
- Update and revise the Commissioner's Handbook and consider policy additions consistent with the mission and purpose of LAFCo.
- Increase public awareness about the mission, purpose and function of LAFCo.

Substantial progress has been made on each of these work plan items. In May, 2008 LAFCo approved a Work Plan for the 2008-2013 sphere of influence review/update and municipal service review cycle. Between July 1, 2012 and the present time, sphere of influence (SOI) reviews/updates were completed for the Fillmore-Piru Memorial District, El Rancho Simi Cemetery District and the Piru Cemetery District. In addition, LAFCo completed municipal services reviews (MSRs) for nine of the ten Ventura County cities and SOI reviews/updates were completed for those cities. As of March 2013, LAFCo completed all of the SOI reviews included in the 2008-2013 Work Plan. Further, an external audit of LAFCo's financial statements for the year ended June 30, 2012 was performed. Over the course of the current fiscal year, LAFCo staff has thus far reviewed and commented on a total of 11 CEQA notices/documents, general plan updates, and development proposals.

Positive communications have been maintained with all cities and districts. Staff continues to attend and participate in meetings with staff and consultants representing cities, special districts and other local public agencies as well as individual members of the public and community groups. As time allows, staff continues to attend meetings of the Ventura Special Districts Association, the Association of Water Agencies, the City & County Planning Association and other local and regional associations.

Opportunities for ongoing training and professional development, including CALAFCO University courses, annual CALAFCo staff workshops and classes offered by the County of Ventura, are pursued as time and budget permit.

## **Work Plan**

The Ventura LAFCo Commissioner's Handbook provides that LAFCo will annually review and adopt a work plan as a part of the budget development process. For FY 2013-14, the recommended work plan maintains the focus on municipal service reviews and sphere of influence updates and is otherwise similar to the work plan for this year.

### **FY 2013- 14 Work Plan**

- Establish a work plan for sphere review mandates for the 2013 – 2017 cycle and begin municipal service reviews and sphere of influence reviews/updates in accordance with the approved 2013-2017 work plan.
- Continue to review and comment on draft environmental documents and general plan updates as they may be prepared by the cities and the County.
- Maintain and enhance operations with a focus on communication with the Commission, the County, cities, districts and the public; budget monitoring and information; staff training and development; and enhanced records management.
- Update and revise the Commissioner's Handbook and consider policy additions consistent with the mission and purpose of LAFCo.
- Increase public awareness about the mission, purpose and function of LAFCo.

Staff believes that the items listed above are realistic provided the number and/or complexity of proposals filed do not increase significantly.

## **RECOMMENDED FINAL BUDGET**

### **Expenditures**

The expense portion of the budget is divided into three main sections, the Salary and Employee Benefits section (1000 series account codes), the Services and Supplies section (2000 series account codes), and Contingencies (account code 6101). Including a 2% contingency, the Recommended Final Budget reflects an overall expenditure increase of approximately 2.4% compared to the FY 2012-13 Adopted Final Budget.

### Salary and Employee Benefits

Salaries and Employee Benefits continue to be the major expense, comprising approximately 75.8% of the total expenditures (more if contingencies are not included). Expenditures for Salaries and Benefits are proposed to increase by approximately 4.1% from \$491,670 to \$511,970 as compared to the FY2012-13 Adopted Final Budget. This increase is partly due to a prospective merit increase within the existing salary range of the Executive Officer as provided for under the terms of her employment contract and the County of Ventura Management, Confidential Clerical and Other Unrepresented Employees Resolution (account code 1101) and related increases in the various benefit accounts (e.g., account code 1121, Retirement Contribution; account code 1122, OASDI Contribution; and account code 1123, FICA Medicare, among others). The increase in expenditures for Salaries and Benefits is also partly due to an increase in the expenditures associated with the redemption of accrued annual leave by the Executive Officer, Deputy Executive Officer and Commission Clerk (account code 1107,

Term/Buydown). The Term/Buydown account code includes costs for pay in lieu of accrued annual leave up to a specified number of hours each year, which is a benefit LAFCo staff members are entitled to receive as employees of the County of Ventura.

It should also be noted that the amount budgeted for regular salaries (account code 1101) does not include any general salary increases or cost of living adjustments because no information has been received to indicate that the Board of Supervisors is planning to grant any such increases next year.

The currently authorized and proposed classifications are reflected in the following table:

Title	FY 2012 – 13	FY 2013 – 14
Executive Officer	1	1
Analyst/Deputy Executive Officer	1	1
Office Manager/Clerk of the Commission	1	1
<b>Total Authorized Positions</b>	<b>3</b>	<b>3</b>

#### Services and Supplies

The Recommended Final Budget for Services and Supplies is approximately 2.9% less than the Adopted Final Budget for the current fiscal year. For those Services and Supplies account codes that reflect discretionary expenditures, most of the amounts are either unchanged or lower as compared to the current fiscal year. The major Services and Supplies expenditures are proposed to change as follows:

- A decrease in the amount budgeted for education allowance (account code 2154) from \$1,350 in the current year to zero for FY 2013-14. As of the current fiscal year, the balance of the total education allowance cost for the Deputy Executive Officer has been paid and no claims from other staff members are anticipated for FY 2013-14.
- An increase in Indirect Cost Recovery charges (account code 2158). These cost recovery charges are for County services provided primarily by the General Services Agency, Auditor-Controller and Chief Executive Officer, including Human Resources. The current fiscal year charge is \$3,000. For FY 2013-14 the total charges for this account will be approximately \$5,500.
- A decrease in internal service fund charges for Graphics charges (account code 2177) from \$4,000 in the current year to \$2,000 for FY 2013-14. All monthly meeting packets are currently being produced internally and posted on the LAFCo website by LAFCo staff. As such, the decrease in charges for County Graphics charges reflects a reduction in the number of anticipated external printing jobs and the elimination of web posting/maintenance services.
- An increase in the amount budgeted for Miscellaneous Office Expenses (account code 2179) from \$6,000 in the current year to \$7,000 for FY 2013-14 to include the replacement of outdated signage in the hallway outside of the LAFCo office.

- A decrease in the Public Works charges (account code 2197) from \$5,000 in the current year to \$3,000 for FY 2013-14. This amount is more consistent with actual current year charges by the Surveyor's Office staff for services not otherwise reimbursable through LAFCo applications fees.
- An increase in the amount budgeted for Other Professional and Special Services (account code 2199) from \$9,000 in the current year to \$10,000 for FY 2013-14 to account for potential cost increases for an external audit of the current year financial statements.
- A decrease in the County GIS charges (account code 2214) from \$25,000 in the current year to \$23,000 for FY 2013-14. This account code includes LAFCo's share of Countywide GIS charges as well as specialized costs including that for maintaining/updating digital sphere of influence maps and printing maps in conjunction with mandate to review and update spheres of influence for each city and special district. The budgeted amount reflects a decrease in the anticipated number of sphere reviews that are planned to be completed in FY 2013-14 as compared to the current year.

### Contingencies

In accordance with the Commission's budget policies, the budget should provide for contingencies equaling 10% of total expenditures, unless the Commission deems that a different amount is appropriate. To reduce the amount of revenue necessary from other governmental agencies, it is recommended that the FY 2013-14 Recommended Final Budget include a contingency appropriation of \$13,249 which is equivalent to approximately 2.0% of total expenditures. Should there be a need for any unanticipated expenditures which might exceed the contingency amount, an appropriation could be made from the unassigned fund balance (which is currently \$285,219).

### **Financing Sources**

Potential financing sources consist of Fund Balance and Miscellaneous Revenues, including interest earnings and application filing fees (e.g. account codes 8911 and 9772), and Other Governmental Agencies, the revenue to be collected from the County, cities and independent special districts (account code 9372).

### Fund Balance

Section 56381(c) of the CKH provides, "If, at the end of the fiscal year, the commission has funds in excess of what it needs, the commission may retain those funds and calculate them into the following fiscal year's budget." As indicated in the 'FY 2012-13 in Review' section above, approximately \$51,136 is now projected to be available at the end of the current fiscal year to appropriate for the FY 2013-14 Budget. On April 17, 2013 the Commission adopted a Proposed Budget for FY 2013-14 which increased the Appropriation of Fund Balance from a recommended amount of \$43,002 to \$68,643 in order to achieve a 4.2% increase in the amount of Total Other Governmental Agencies Revenue as compared to the FY 2012-13 Adopted/Adjusted Budget amount of \$550,515. The Recommended Final Budget reflects a slightly lower Appropriation of

Fund Balance amount of \$68,133. This is primarily due to a \$500 decrease in the recommended expenditures for Accounting and Auditing Services (account code 2203) based on a revised estimate received from County Auditor-Controller staff after the adoption of the Proposed Budget.

The Commission's budget policies provide for the maintenance of a Litigation Reserve Account balance in the amount of \$100,000 with the intent of limiting its use for unanticipated expenditures resulting from litigation against the Commission that does not occur routinely and would not be reimbursed by another party. This amount is classified as "committed" fund balance with respect to GASB requirements and the Commission's fund balance policies. The policies also provide that excess fund balance remaining over and above the committed and assigned fund balances should be classified as unassigned. Currently the LAFCo General Fund does not include any assigned fund balance. Further, the policies provide that an unassigned (and unappropriated) fund balance of approximately 60 days working capital must be maintained. Based on the Adopted Final Budget for the current fiscal year (\$659,706), 60 days working capital would be equate to approximately \$109,951. The total unassigned fund balance is currently \$285,219, which is equivalent to 156 days working capital.

#### Miscellaneous Revenue

Miscellaneous revenue includes interest earnings and Other Revenue, primarily application filing fees. The Recommended Final Budget for Miscellaneous Revenue is \$34,000, which is approximately 41.7% more than the Adopted Budget amount for the current fiscal year (\$24,000). This increase reflects a slight increase in fee revenue anticipated for FY 2013-14. The amount budgeted for Interest Earnings (account code 8911) is \$4,000, which is consistent with the current year projected actual interest amount as of March 2013.

The Commission has a policy to annually review the LAFCo fee schedule as a part of the budget process. The existing fee schedule has been in effect since July 2010. In conjunction with the adoption of the Proposed Budget for FY 2013-14 on April 17, 2013, the Commission readopted the fee schedule with no changes.

#### Revenues from Other Governmental Agencies (the County, Cities and Independent Special Districts)

Pursuant to the CKH, the LAFCo net operating expenses are to be apportioned one-third to the County, one-third to the cities, and one-third to the independent special districts. The Ventura LAFCo determines net operating expenses as the cost for LAFCo operations net of those funds appropriated for budget purposes plus Other Revenue. The CKH describes how the County Auditor-Controller is to make this apportionment and collect revenues once LAFCo adopts a Final Budget.

The revenue projected to be collected from the County, cities and independent special districts is proposed to increase from \$550,515 to \$573,636 from the current year

(4.2%). The table below shows how the amount of revenue from Other Governmental Agencies (the County, cities and independent special districts) has fluctuated since LAFCo first adopted an independent budget in June, 2001. As shown in the table, the amount of projected total revenue from Other Governmental Agencies for FY 2013-14 relative to the total budget is the highest it has ever been. This is primarily due to the economic downturn and resulting decreases in LAFCo fee revenue over the last four years. In addition, the difference between the adopted budget amounts and the actual expenditures and revenues has been steadily decreasing since the adoption of the first independent budget in 2001. This has resulted in corresponding decreases in the amount of excess Fund Balance available to be used as a revenue source for subsequent year budgets.

Year	Adopted Budget – Total Finance Sources	Amount of Revenue from Other Governmental Agencies	Percent of Total Revenue from Other Governmental Agencies
FY 2001-02	\$548,737	\$468,737	85%
FY 2002-03	\$719,131	\$568,503	79%
FY 2003-04	\$641,215	\$390,699	61%
FY 2004-05	\$702,503	\$472,997	67%
FY 2005-06	\$723,226	\$361,874	50%
FY 2006-07	\$830,154	\$621,617	75%
FY 2007-08	\$949,269	\$715,957	75%
FY 2008-09	\$735,422	\$488,684	66%
FY 2009-10	\$783,101	\$587,084	75%
FY 2010-11	\$772,892	\$590,055	76%
FY 2011-12	\$766,598	\$570,285	74%
FY 2012-13	\$659,706	\$550,515	83%
FY 2013-14 <sup>2</sup>	\$675,769	\$573,636	85%

Not formally a part of the budget, but included for general information are the percentage shares of the Other Governmental Agencies revenue for each of the cities (Attachment 1) and the independent special districts (Attachment 2) based on the FY 2010-11 State Controller Reports. These are the most current Reports available at this time. Should the State issue updated Reports for FY 2011-12 before the end of June, the County Auditor-Controller will use those Reports as the basis for collecting revenue from cities and special districts for FY 2013-14. As a further means of comparison, Attachment 3 shows individual agency revenue allocation amounts as a percentage of each agency's total revenue.

The CKH continues to provide the ability for the cities and independent special districts in each County to determine an alternate apportionment method. To date, however, neither the cities nor the special districts have agreed on any alternate apportionment methodology. This means that the City of Oxnard, as the city with the largest gross

<sup>2</sup> Based on FY 2013-14 Recommended Final Budget

revenue, and Calleguas Municipal Water District, the largest special district in terms of gross revenue, will continue to pay the largest respective shares of the city and special district portion of LAFCo revenue.

### **Conclusion**

The Ventura LAFCo is continuing to exercise fiscal prudence. The Commission and its staff understand the economic realities of the time and the constraints on local government revenues. The Commission's budgeting process has come a long way in the last twelve years. Systems and policies are now in place to ensure best practices and proper oversight. Mandates are being met and basic services provided with a highly trained staff that seeks to limit discretionary expenditures. The Recommended Final Budget for FY 2013-14 was prepared and is being recommended consistent with the Commission's policies and the knowledge and experience gained from prior years.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Kim Uhlich". The signature is fluid and cursive, with a large initial "K" and "U".

Kim Uhlich  
Executive Officer

## **Appendix Glossary of Terms**

**ANNUAL (OPERATING) BUDGET:** A financial plan that outlines proposed expenditures for the coming fiscal year and estimated revenues which will be used to finance them.

**APPROPRIATED FUND BALANCE:** Used to balance the budget, that portion of fund balance appropriated to bridge the gap between expenditure appropriations and estimated revenues. The portion of fund balance thus appropriated for the following year would properly be classified as assigned fund balance.

**ASSET:** Resources with present service capacity that the government presently controls; for example, money, investments and property.

**ASSIGNED FUND BALANCE:** Comprises amounts intended to be used by the government for specific purposes. Intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority to assign amounts to be used for specific purposes.

**AUDIT:** A systematic collection of the sufficient, competent evidential matter needed to attest to the fairness of management's assertions in its financial statements or to evaluate whether management has efficiently and effectively carried out its responsibilities.

**BALANCE SHEET:** Also known as a statement of net assets, a basic financial statement, and presentation of an entity's net assets and liabilities on a specified date. A balance sheet is usually accompanied by appropriate disclosures that describe the basis of accounting used in its preparation.

**BUDGET:** A plan of financial operation including an estimate of proposed expenditures for a given period and the proposed means of financing them.

**BUDGET MESSAGE:** A written overview of the budget from the LAFCo Executive Officer that discusses the major budget items and LAFCo's present and future financial condition.

**COMMITTED FUND BALANCE:** Includes amounts that can be used only for the specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority. Commitments may be changed or removed only by the same decision-making authority taking the same formal action that imposed the constraint originally.

**CONTINGENCY:** A budgetary expenditure allowance (appropriation) to cover unanticipated expenditures or revenue shortfalls during the fiscal year (LAFCo Budget Account Code 6101). The Ventura LAFCo Commissioner's policies provide that the annual budget include an allocation of 10% of total operating expenses for contingencies, unless the Commission deems a different amount appropriate. Transfers from the contingency account require prior approval of the Commission.

**DEFICIT:** An excess of expenditures or expenses over revenues.

**EXPENDITURES:** Under the current financial resources measurement focus, decreases in net financial resources not property classified as *other financing uses*; for example, disbursements of cash for the cost of salaries, benefits, services or supplies.

**FINANCIAL STATEMENT:** Presentation of financial data including balance sheets, income statements or any supporting statement that is intended to communicate an entity's financial position at a point in time and its results of operations for a period then ended.

**FISCAL YEAR:** The 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations.

**FUND BALANCE:** The difference between a fund's assets and its liabilities. With regard to a LAFCo budget, Government Code Section 56381(c) provides, "If, at the end of the fiscal year, the commission has funds in excess of what it needs, the commission may retain those funds and calculate them into the following fiscal year's budget."

**FUND:** A complete accounting entity reflecting financial transactions, both receipts and expenditures, of money that is set up to carry out a special function or attain objectives in accordance with established laws, policies, and regulations. The fund concept also applies to budget activities.

**GASB:** The Governmental Accounting Standards Board (GASB) is the ultimate authoritative accounting and financial reporting standard-setting body for state and local governments. The GASB was established in June 1984 to replace the NCGA (National Council on Governmental Accounting).

**GIS:** Geographic Information System.

**INCOME STATEMENT:** Summary of the effect of revenues and expenses over a period of time.

**INTEREST:** Interest income earned as idle funds are invested with a goal of protecting each investment while achieving the highest rate of return.

**INTERNAL CONTROL:** Process designed to provide reasonable assurance regarding achievement of various management objectives such as the reliability of financial reports.

**INTERNAL SERVICE FUND:** A fund that accounts for the provision of services by various County departments on a cost reimbursement basis.

**LIABILITIES:** Present obligations to sacrifice resources that the government has little or no discretion to avoid; for example, amounts owed for items received, services rendered, expenses incurred and assets acquired.

**LINE-ITEM BUDGET:** A budget that lists each expenditure category (salary, materials, telephone service, travel, etc.) separately, along with the dollar amount budgeted for each.

**OBJECT:** An individual expenditure account.

**FINANCING SOURCES:** Total amounts available during the fiscal year for appropriation including estimated revenues and appropriated fund balances.

**UNAPPROPRIATED FUND BALANCE:** The portion of fund balance remaining, following an approved budget appropriation of fund balance and any commitments.

**UNASSIGNED FUND BALANCE:** The difference between total fund balance in a governmental fund and its nonspendable, restricted, committed and assigned components.

**UNRESTRICTED FUND BALANCE:** Includes committed, assigned and unassigned fund balances.

**VENTURA LOCAL AGENCY FORMATION COMMISSION  
EXPENDITURES AND REVENUE DETAIL  
RECOMMENDED FINAL BUDGET  
FY 2013 - 2014**

Description	Acct Code	Final Adopted/Adjusted FY 12-13	Projected Actuals FY 12-13	Proposed Budget FY 13-14 Adopted 04/17/13	Recommended Final Budget FY 13-14 05/15/13	Final Adopted Budget FY 13-14
<b>EXPENDITURES</b>						
<b>Salaries and Employee Benefits</b>						
Regular Salaries	1101	323,550	323,550	<b>328,000</b>	<b>328,000</b>	
Overtime	1105	-	-			
Supplemental Payments	1106	12,400	12,400	12,600	12,600	
Term/Buydown	1107	22,500	15,000	31,500	31,500	
Retirement Contribution	1121	72,000	72,000	77,500	77,500	
OASDI Contribution	1122	18,300	18,300	19,000	19,000	
FICA-Medicare	1123	5,000	5,000	5,100	5,100	
Group Insurance	1141	21,400	21,400	21,400	21,400	
Life Ins/Dept Heads/Mgt	1142	150	150	150	150	
State Unemployment	1143	700	700	400	400	
Management Disability Ins	1144	820	820	820	820	
Workers Compensation	1165	2,850	2,850	3,000	3,000	
401k Plan	1171	12,000	12,000	12,500	12,500	
<b>Total Salaries and Employee Benefits</b>		<b>491,670</b>	<b>484,170</b>	<b>511,970</b>	<b>511,970</b>	-

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**VENTURA LOCAL AGENCY FORMATION COMMISSION  
EXPENDITURES AND REVENUE DETAIL  
RECOMMENDED FINAL BUDGET  
FY 2013 - 2014**

Description	Acct Code	Final Adopted/Adjusted FY 12-13	Projected Actuals FY 12-13	Proposed Budget FY 13-14 Adopted 04/17/13	Recommended Final Budget FY 13-14 05/15/13	Final Adopted Budget FY 13-14
<b>EXPENDITURES</b>						
<b>Services and Supplies</b>						
Voice/Data -ISF	2033	3,500	3,250	3,500	3,500	
General Insurance Allocation	2071	2,250	2,250	2,000	2,000	
Facilities/Materials Sq Ft Alloc-ISF	2125	15,500	15,500	15,500	15,500	
Other Maintenance	2128	500	250	500	500	
Memberships & Dues	2141	6,500	6,450	6,550	6,550	
Education Allowance	2154	1,350	1,350	-	-	
Indirect Cost Recovery (Co. Cost Allocation Plan Charges)	2158	3,000	3,000	5,500	5,500	
Books & Publications	2172	500	450	500	500	
Mail Center-ISF	2174	3,000	2,000	2,500	2,500	
Purchasing Charges-ISF	2176	500	100	500	500	
Graphics Charges-ISF	2177	4,000	400	2,000	2,000	
Copy Machine Charges-ISF	2178	1,000	700	1,000	1,000	
Misc Office Expenses	2179	6,000	6,000	7,000	7,000	
Stores-ISF	2181	50	50	50	50	
Board Member Fees	2191	5,000	3,500	4,500	4,500	
Info Tech-ISF Data Ctr/Service Contracts	2192	3,000	3,000	3,000	3,000	
Specialized Services/Software	2195	1,500	1,500	1,500	1,500	
Public Works Charges	2197	5,000	1,000	3,000	3,000	
Other Professional & Special Service	2199	9,000	8,000	10,000	10,000	
Accounting and Auditing Services	2203	5,500	5,500	5,500	5,000	
GSA Special Services ISF	2205	100	100	100	100	
County GIS Expense	2214	25,000	13,000	23,000	23,000	
Public And Legal Notices	2261	5,000	2,000	5,000	5,000	
Records Storage Charges	2283	350	350	350	350	
Computer Equip <\$5000	2293	4,000	3,800	4,000	4,000	
Spec Dept xo4 (Legal Counsel)	2304	22,500	22,500	22,500	22,500	
Transportation Charges -ISF	2521	-	-	-	-	
Private Vehicle Mileage	2522	7,000	7,000	7,000	7,000	
Conference & Seminars Exp.	2523	13,000	10,000	13,000	13,000	
Conference & Seminars ISF	2526	500	200	500	500	
County Motor Pool	2528	1,000	800	1,000	1,000	
<b>Total Services and Supplies</b>		<b>155,100</b>	<b>124,000</b>	<b>151,050</b>	<b>150,550</b>	-
Contingencies	6101	12,936	-	13,259	13,249	
<b>Total Contingencies</b>		<b>12,936</b>	-	<b>13,259</b>	<b>13,249</b>	-
<b>TOTAL EXPENDITURES</b>		<b>659,706</b>	<b>608,170</b>	<b>676,279</b>	<b>675,769</b>	-

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**VENTURA LOCAL AGENCY FORMATION COMMISSION  
EXPENDITURES AND REVENUE DETAIL  
RECOMMENDED FINAL BUDGET  
FY 2013 - 2014**

Description	Acct Code	Final Adopted/Adjusted FY 12-13	Projected Actuals FY 12-13	Proposed Budget FY 13-14 Adopted 04/17/13	Recommended Final Budget FY 13-14 05/15/13	Final Adopted Budget FY 13-14
<b>FINANCING SOURCES</b>						
<b>Appropriation of Fund Balance</b>		<b>85,191</b>	<b>85,191</b>	<b>68,643</b>	<b>68,133</b>	
Interest Earnings	8911	4,000	3,600	4,000	4,000	
Other Revenue - Misc. (LAFCo application fees)	9772	20,000	20,000	30,000	30,000	
Indirect Cost Recovery (County Cost Allocation Plan Reimbursement)	9411	-	-	-	-	-
<b>Total Miscellaneous Revenue</b>		<b>24,000</b>	<b>23,600</b>	<b>34,000</b>	<b>34,000</b>	-
<b>Other Governmental Agencies</b>						
Other Government Agencies (County of Ventura)	9372	183,505	183,505	191,212	191,212	0
Other Government Agencies (Cities)	9372	183,505	183,505	191,212	191,212	0
Other Government Agencies (Independent Special Districts)	9372	183,505	183,505	191,212	191,212	0
<b>Total Other Government Agencies Revenue</b>		<b>550,515</b>	<b>550,515</b>	<b>573,636</b>	<b>573,636</b>	<b>0</b>
<b>TOTAL REVENUE</b>		<b>574,515</b>	<b>574,115</b>	<b>607,636</b>	<b>607,636</b>	<b>0</b>
<b>TOTAL FINANCING SOURCES</b>		<b>659,706</b>	<b>659,306</b>	<b>676,279</b>	<b>675,769</b>	<b>0</b>
<b>PROJECTED UNAPPROPRIATED FUND BALANCE</b>			<b>51,136</b>			

**Preliminary Fund Balance and Estimated Ending Fund Balance at June 30, 2014**

Description	Fund Balance at FY 12-13 Adopted/Adjusted Budget	Projected Fund Balance at 6/30/13	Estimated Fund Balance at 6/30/14
<b>Committed:</b>			
Litigation	100,000	100,000	100,000
<b>Assigned:</b>			
Appropriated Fund Balance	-	68,133	-
<b>Unassigned</b>	<b>285,219</b>	<b>183,031</b>	<b>183,031</b>
<b>TOTAL</b>	<b>385,219</b>	<b>351,164</b>	<b>283,031</b>

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**LAFCO NET OPERATING EXPENSES  
GOV'T CODE 56381 (b) (1) (A) & (B)<sup>1</sup>**

PROPOSED BUDGET FOR FISCAL YEAR 2013 - 2014

ALLOCATION - CITIES

ATTACHMENT 1

SOURCE: STATE OF CALIFORNIA, CITIES ANNUAL REPORT, FY 10/11

CITY	TOTAL REVENUE PER REPORT	PERCENTAGE	ALLOCATION \$
1 Camarillo	\$ 89,182,991	9.05%	\$ 17,305
2 Fillmore	21,305,403	2.16%	\$ 4,130
3 Moorpark	24,818,023	2.52%	\$ 4,819
4 Ojai	15,388,269	1.56%	\$ 2,983
5 Oxnard	369,129,262	37.47%	\$ 71,647
6 Port Hueneme	38,324,210	3.89%	\$ 7,438
7 San Buenaventura	157,086,557	15.94%	\$ 30,479
8 Santa Paula	38,701,563	3.93%	\$ 7,515
9 Simi Valley	86,355,564	8.76%	\$ 16,750
10 Thousand Oaks	145,021,824	14.72%	\$ 28,146
<b>TOTAL</b>	<b>\$ 985,313,666</b>	<b>100.00%</b>	<b>\$ 191,212</b>

(1) In counties in which there is city and independent special district representation on the commission, the county, cities, and independent special districts shall each provide a one-third share of the commission's operational costs. The cities' share shall be apportioned in proportion to each city's total revenues, as reported in the most recent edition of the Cities Annual Report published by the Controller, as a percentage of the combined city revenues within a county, or by an alternative method approved by a majority of cities representing the majority of the combined cities' populations.

**LAFCO NET OPERATING EXPENSES**  
**GOV'T CODE 56381 (b) (1) (A) & (C)<sup>1</sup>, (F)<sup>2</sup>**

ATTACHMENT 2

PROPOSED BUDGET FOR FY 2013- 2014

ALLOCATION - SPECIAL DISTRICTS

SOURCE: STATE OF CALIFORNIA, SPECIAL DISTRICTS ANNUAL REPORT, FY 10/11

NAME	TOTAL	PERCENTAGE	ALLOCATION
	REVENUE PER REPORT	(See Note 2)	\$ 191,212
1 Bardsdale Public Cemetery	\$ 174,618	0.067%	\$ 128
2 Bell Canyon Comm. Services District	452,629	0.174%	333
3 Calleguas Municipal Water District	111,030,165	42.569%	81,397
4 Camarillo Health Care District	3,559,701	1.365%	2,610
5 Camrosa Water District	15,530,939	5.955%	11,387
6 Casitas Municipal Water District	15,254,587	5.849%	11,184
7 Channel Islands Beach Comm. Serv. Dist.	3,710,812	1.423%	2,721
8 Conejo Recreation & Park District	18,239,903	6.993%	13,371
9 El Rancho Simi Pioneer Cemetery District	118,567	0.045%	86
10 Fillmore-Piru Memorial District	161,959	0.062%	119
11 Fox Canyon Groundwater Mgmt. Agency	795,831	0.305%	583
12 Hidden Valley Municipal Water District	22,745	0.009%	17
13 Meiners Oaks Water District	1,092,465	0.419%	801
14 Montalvo Comm. Services District	719,339	0.276%	528
15 Ojai Valley Sanitary District	8,628,486	3.308%	6,325
16 Ojai Water Conservation District	7,252	0.003%	6
17 Oxnard Drainage District No. 1	49,195	0.019%	36
18 Oxnard Drainage District No. 2	163,013	0.062%	119
19 Oxnard Harbor District	10,670,591	4.091%	7,823
20 Piru Public Cemetery District*	16,389	0.006%	11
21 Pleasant Valley Co. Water District	2,745,577	1.053%	2,013
22 Pleasant Valley Rec & Park District	8,310,697	3.186%	6,092
23 Rancho Simi Rec & Park District	18,327,523	7.027%	13,436
24 Saticoy Sanitary District	295,603	0.113%	216
25 Triunfo Sanitation District	13,278,459	5.091%	9,735
26 United Water Conservation District	18,232,230	6.990%	13,366
27 Ventura Co. Resource Conserv. District	62,291	0.024%	46
28 Ventura Port District	7,857,033	3.012%	5,759
29 Ventura River County Water District	1,313,857	0.504%	964
TOTAL	\$ 260,822,456	100.000%	\$ 191,212

- (1) In counties in which there is city and independent special district representation on the commission, the county, cities, and independent special districts shall each provide a one-third share of the commission's operational costs. The independent special districts' share shall be apportioned in proportion to each district's total revenues as a percentage of the combined total district revenues within a county. An independent special district's total revenue shall be calculated for nonenterprise activities as total revenues for general purpose transactions less aid from other governmental agencies and for enterprise activities as total operating and nonoperating revenues less revenue category other governmental agencies, as reported in the most recent edition of the "Special Districts Annual Report" published by the Controller, or by an alternative method approved by a majority of the agencies, representing a majority of their combined populations.
- (2) No independent special district shall be apportioned a share of more than 50 percent of the total independent special districts' share of the commission's operational costs, without the consent of the district. The share of the remaining districts shall be increased on a proportional basis so that the total amount for all districts equal the share apportioned by the auditor to independent special districts.

\* Source: State of California, Special Districts Annual Report, FY 09/10

**Ventura LAFCo Budget FY 2013-14**  
**Apportionment of Net Operating Expenses Expressed As Percentage Of Each Agency's Total Revenue**

ATTACHMENT 3

NAME	TOTAL REVENUE PER REPORT*	ALLOCATION	PERCENTAGE OF TOTAL REVENUE
<b>COUNTY OF VENTURA</b>			
	\$ 990,657,859	\$ 191,212	0.02%
<b>CITIES</b>			
Camarillo	\$ 89,182,991	\$ 17,305	0.02%
Fillmore	21,305,403	4,130	0.02%
Moorpark	24,818,023	4,819	0.02%
Ojai	15,388,269	2,983	0.02%
Oxnard	369,129,262	71,647	0.02%
Port Hueneme	38,324,210	7,438	0.02%
San Buenaventura	157,086,557	30,479	0.02%
Santa Paula	38,701,563	7,515	0.02%
Simi Valley	86,355,564	16,750	0.02%
Thousand Oaks	145,021,824	28,146	0.02%
<b>TOTAL</b>	<b>\$ 985,313,666</b>	<b>191,212</b>	<b>0.02%</b>
<b>SPECIAL DISTRICTS</b>			
Bardsdale Public Cemetery	\$ 174,618	\$ 128	0.07%
Bell Canyon Comm. Services District	452,629	333	0.07%
Calleguas Municipal Water District	111,030,165	81,397	0.07%
Camarillo Health Care District	3,559,701	2,610	0.07%
Camrosa Water District	15,530,939	11,387	0.07%
Casitas Municipal Water District	15,254,587	11,184	0.07%
Channel Islands Beach Comm. Serv. Dist.	3,710,812	2,721	0.07%
Conejo Recreation & Park District	18,239,903	13,371	0.07%
El Rancho Simi Pioneer Cemetery District	118,567	86	0.07%
Fillmore-Piru Memorial District	161,959	119	0.07%
Fox Canyon Groundwater Mgmt. Agency	795,831	583	0.07%
Hidden Valley Municipal Water District	22,745	17	0.07%
Meiners Oaks Water District	1,092,465	801	0.07%
Montalvo Comm. Services District	719,339	528	0.07%
Ojai Valley Sanitary District	8,628,486	6,325	0.07%
Ojai Water Conservation District	7,252	6	0.08%
Oxnard Drainage District No. 1	49,195	36	0.07%
Oxnard Drainage District No. 2	163,013	119	0.07%
Oxnard Harbor District	10,670,591	7,823	0.07%
Piru Public Cemetery District*	16,389	11	0.07%
Pleasant Valley Co. Water District	2,745,577	2,013	0.07%
Pleasant Valley Rec & Park District	8,310,697	6,092	0.07%
Rancho Simi Rec & Park District	18,327,523	13,436	0.07%
Saticoy Sanitary District	295,603	216	0.07%
Triunfo Sanitation District	13,278,459	9,735	0.07%
United Water Conservation District	18,232,230	13,366	0.07%
Ventura Co. Resource Conserv. District	62,291	46	0.07%
Ventura Port District	7,857,033	5,759	0.07%
Ventura River County Water District	1,313,857	964	0.07%
<b>TOTAL</b>	<b>\$ 260,822,456</b>	<b>\$ 191,212</b>	<b>0.07%</b>

Source: State of California Annual Reports FY 10/11.

\* Source: State of California Annual Reports FY 09/10.

For special districts, total revenue excludes aid from other governments.



VENTURA LOCAL AGENCY FORMATION COMMISSION

STAFF REPORT

Meeting Date: May 15, 2013

Agenda Item 9

TO: LAFCo Commissioners

FROM: Kim Uhlich, Executive Officer *KU*

SUBJECT: Temporary Waiver of Section 5.1.2 of Commissioner’s Handbook Policies for Territory Subject to Pending Change of Organization Proposal LAFCo 12-09 Lake Sherwood Community Services District – Annexation #2

**RECOMMENDATION:**

Adopt the attached resolution waiving Section 5.1.2 of Commissioner’s Handbook to allow for the Lake Sherwood Community Services District to request authorization of an out of agency service agreement for the provision of water service for a limited period of up to six (6) months from initiation of the service to any lot currently located within the sphere of influence of the Lake Sherwood Community Services District and described in the pending proposal referred to as LAFCo 12-09 Lake Sherwood Community Services District – Annexation #2.

**BACKGROUND:**

On August 6, 2012 LAFCo received an application from the Lake Sherwood Community Services District (LSCSD) requesting approval of a sphere of influence amendment to include 11 Assessor parcels and portions of the Potrero Road and Lake Sherwood Drive rights of way (LAFCo 12-09S) and requesting approval of a proposal to annex the same territory plus another 208 Assessor parcels which are currently within the existing sphere of influence for the District (Attachment 1). Of the 219 parcels within the proposed annexation area, 159 are currently receiving domestic water service from the LSCSD, which purchases its water from the Calleguas Municipal Water District through the Metropolitan Water District of Southern California. The remaining 60 parcels are undeveloped. Attachment 2 shows the location of the undeveloped parcels (depicted in green) as well as the parcels which are currently developed and receiving water service (depicted in red or white).

COMMISSIONERS AND STAFF

**COUNTY:**  
Kathy Long  
Linda Parks, Vice Chair  
*Alternate:*  
Steve Bennett

**CITY:**  
Carl Morehouse  
Janice Parvin  
*Alternate:*  
Carol Smith

**DISTRICT:**  
Bruce Dandy  
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*Alternate:*  
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**PUBLIC:**  
Linda Ford-McCaffrey  
*Alternate:*  
Lou Cunningham

**Executive Officer:**  
Kim Uhlich

**Dep. Exec. Officer**  
Kai Luoma, AICP

**Office Mgr/Clerk**  
Debbie Schubert

**Legal Counsel**  
Michael Walker

As shown on the attached maps, the majority of the proposal area is contained within “islands” of territory outside of the current LSCSD boundary. These islands include portions of the original neighborhoods developed in the first part of the twentieth century after the lake (formerly known as Potrero Lake) was constructed in 1904. The name of the lake was changed to Lake Sherwood in the 1920s when the surrounding areas were dubbed “Sherwood Forest” and “Maid Marian Park” after being featured in the 1921 movie “Robin Hood”. In 1984, the surrounding land was purchased by the Murdock Development Company and subsequently developed to its current extent. When the LSCSD was formed in 1989 to provide water service to the new development, LAFCo, the County of Ventura and the Murdock Development Company agreed to exclude the pre-existing island areas. The reason for doing this was to prevent existing residents’ lots from being assessed for repayment of the bonds that were sold to finance the construction of the new water system.

In 1993, LAFCo approved a proposal filed by the Lake Sherwood Ranch Limited Partnership (a Murdock corporation) to annex approximately 120 acres for the purpose of providing water service to a housing development that was under construction at the time (Attachment 3).

By 2010, the LSCSD had fully repaid the original bond debt. Approximately two years ago, LSCSD staff met with LAFCo staff to discuss the idea of including all of the lots within the original Lake Sherwood neighborhoods but outside of the LSCSD boundary as part of a plan to annex other nearby lots for which water service was needed for recently completed or pending development. Although the plan included a large number of undeveloped parcels not in imminent need of water service and the Ventura LAFCo typically discourages such annexations, staff supported the idea as a means to avoid the creation of an illogical boundary. Such a boundary would be represented by the exclusion of the green shaded parcels shown on Attachment 2. In addition, due to the fact that these particular undeveloped lots are part of existing residential subdivisions and are, for the most part, completely surrounded by developed lots, annexation would not result in any changes to the existing land use or zoning designations or create the potential for premature conversion of agricultural or open space lands.

The reason for including lots which are currently developed and receiving water service from the LSCSD varies depending on when the development occurred. Section 56133 of the Government Code generally provides that a district “may provide new or extended services by contract or agreement outside its jurisdictional boundaries only if it first requests and receives written approval” from LAFCo and LAFCo may authorize such services outside of a district’s jurisdictional boundaries but within its sphere of influence in anticipation of a later change of organization. However, Section 56133 does not apply to an extended service that a district was providing on or before January 1, 2001. Because the law provides a “grandfather” exception for new or extended water service connections provided by a district outside of its boundary on or before January 1, 2001, the continued

provision of water service to lots to which the LSCSD initiated service on or before January 1, 2001 is legally authorized. The primary reason for annexing these particular lots would be to avoid the creation of an illogical boundary which would otherwise result if they were excluded from a proposal to annex surrounding lots. As for the lots outside of the LSCSD boundary which first received a new or extended water service connection after January 1, 2001, LAFCo has not received any requests to approve any contracts or agreements for such services to date. Therefore, the provision of water service by the LSCSD to these particular lots does not appear to be legally authorized and thus the primary reason for annexing them would be to resolve any legal inconsistency.

Based on the plan discussed by LSCSD and LAFCo staff and as indicated above, the LSCSD filed the application requesting approval of the sphere of influence amendment and annexation on August 6, 2012. According to LSCSD staff, the costs related to the annexation will ultimately be recouped from the owners of the undeveloped parcels within the proposal area who will be required to pay a \$315 fee per parcel upon development and connection to the LSCSD water system. Land owners within the proposal area who are currently LSCSD customers will not be charged for any costs related to the annexation.

This item was originally scheduled to be considered by the Commission at the September 19, 2012 meeting. The Commission continued it to the November 14 meeting to accommodate a request from the Lake Sherwood Community Association to postpone consideration until they could be provided with written assurances from the Ventura County Water and Sanitation Department that the annexation would not make them liable for additional fees to support the LSCSD beyond their current monthly water charges. Following the September meeting, staff received a letter from the Lake Sherwood Community Association expressing opposition to the annexation proposal and requesting a meeting with various members of the Association Board, Supervisor Parks and LAFCo staff. At the meeting, which was also attended by Reddy Pakala, Director of the County Public Works Agency Water and Sanitation Department and representatives of the Lake Sherwood Community Services District, it was agreed that Mr. Pakala would send a letter to LAFCo requesting a further continuance to allow additional time for all parties to meet and address the remaining concerns. In response to Mr. Pakala's letter and staff's recommendation, the Commission took action at the November 14, 2012 meeting to continue the matter to an unspecified date.

Since last November, staff from LAFCo and the LSCSD have participated in several meetings with Supervisor Parks, a member of the Supervisor's staff, and a small group of Lake Sherwood residents to discuss options for resolving the concerns associated with annexation to the LSCSD. LAFCo staff has also received approximately 10 phone calls from parties associated with owners of some of the undeveloped lots who are concerned about their ability to obtain water service in light of the opposition raised by some current residents and the Commission's decision to continue consideration of the annexation

proposal. Various options for moving forward have been discussed and explored but thus far no unanimous agreement has been reached on a solution.

## **DISCUSSION:**

In general, a small number of current residents who currently receive water service and whose lots are subject to the pending change of organization proposal have raised objections to the annexation of any additional territory (including the undeveloped lots) to the LSCSD out of concern that they will be forced to pay for future unwanted services and/or facilities which the LSCSD may choose to provide. Currently, the LSCSD is authorized to provide only potable water service. All other services which the LSCSD is otherwise authorized to provide under state law are considered latent powers and therefore would require LAFCo approval before they could be provided in the future. The objection to the annexation of the undeveloped lots is apparently based on a concern that it will erode their political influence as owners of lots in the historic neighborhoods relative to that of the owners of lots within the newer subdivisions. As indicated in the Background section of this report, staff has received calls from the owners of several undeveloped lots within the pending proposal area and other interested parties. In several cases, the callers are involved in pending transactions concerning the sale/purchase of affected lots and have expressed concerns about water service availability and timing. In some cases, owners of undeveloped lots have indicated that they may file separate requests for annexation of their lots if the pending proposal is not resolved within a reasonable period of time.

One option that has received general support from all of the involved land owners is for the LSCSD to pursue LAFCo approval of out of agency (extraterritorial) service agreements in lieu of annexation. Although state law provides the authority for LAFCo to authorize extraterritorial service agreements or contracts for territory within a district's sphere of influence as detailed in the Background section of this report, Section 5.1.2 of the Commissioner's Handbook provides that annexation to cities and special districts are always preferred to out of agency service agreements. As such, any territory located outside of the LSCSD boundary to which the LSCSD first provided water service after January 1, 2001 or to which it proposes to provide water service must first be annexed to the LSCSD unless the Commission takes action to waive Section 5.1.2 of the Handbook. Should the Commission consider a waiver, staff believes that it would represent a policy precedent with potentially extensive and significant land use implications.

However, in recognition of the ongoing delays associated with the pending sphere amendment and annexation proposal filed last August and the uncertainty at this time as to when or if the LSCSD may authorize LAFCo to continue with its review and consideration of the proposal, staff is recommending that the Commission waive Handbook Section 5.1.2. to allow the LSCSD to request authorization of an out of agency

service agreement for the provision of water service for a limited period of up to six (6) months from initiation of the service to any lot described in the pending proposal referred to as LAFCo 12-09 Lake Sherwood Community Services District – Annexation #2. Based on the limitations on LAFCo authority to authorize out of agency service agreements outside of spheres of influence, it is further recommended that this waiver be limited to only those lots currently within the LSCSD sphere of influence. The Commission’s authority to waive Section 5.1.2 is provided for in Section 5.1.1.2:

These policies and standards relating to out of agency service agreements shall be given great weight as a part of the Ventura LAFCo’s consideration of proposals. They are general guidelines for the Commission to follow, however, they are not mandatory or binding. The Commission can and will consider each proposal upon its merits within the parameters set forth in state law. Should the Commission elect not to follow a policy, it shall, as a part of any resolution on the matter and as part of the written record, set forth the specific waiver, and the reason for it.

The reason for the recommended waiver would be to provide the potential for a temporary degree of certainty with regard to water availability for owners of lots which are: 1) subject to the pending, but currently suspended, LSCSD proposal; and 2) not currently receiving water service. In particular, this action would assist those land owners who wish to initiate water service and/or sell their lots within the current calendar year.

Should the waiver be approved, it would allow for the LSCSD to execute an out of agency service agreement with any interested land owner and to file an application requesting LAFCo approval of the agreement for a six month period from service initiation. The Commissioner’s Handbook policies delegate the authority to the Executive Officer to act on applications for out of agency service agreements under specified circumstances (which would likely apply to any applications subject to this waiver) so the LAFCo decision could be made in short order – likely within one to two weeks of the receipt. In the event that work were to resume on the LAFCo 12-09 proposal and it is approved by the Commission, no further action on the part of LAFCo, the LSCSD or any owners of land subject to an out of agency service agreement authorized under this waiver would be necessary as long as it occurred prior to the expiration of the six-month time limit. Should the LAFCo 12-09 proposal not be approved prior to the expiration of the six-month time limit, any owner of land subject to an out of agency service agreement authorized under this waiver would need to take further action by initiating a process to pursue annexation of his/her lot to the LSCSD prior to the expiration of the service agreement.

Should the waiver not be approved, owners of land located outside of the LSCSD boundary who wish to receive a new water service would have two options: 1) wait for the possible approval of the LAFCo 12-09 proposal; or 2) initiate a process to pursue annexation of his/her lot to the LSCSD. To complete the annexation process, staff

estimates that it would take a total of approximately 6-12 months to complete all of the necessary steps with LSCSD and LAFCo.

It should be noted that owners of lots which are subject to the LAFCo 12-09 proposal and which first received service from the LSCSD after January 1, 2001 would not be affected by the recommended action. As long as they remain outside of the boundary of the LSCSD, the provision of water service to these lots by the LSCSD will continue to be inconsistent with §56133 of the Government Code.

It should also be noted that the recommended action would not affect any territory meeting the definition of prime agricultural land found in LAFCo law (Govt. Code § 56064) or subject to a contract under the California Land Conservation Act of 1965 (also known as the Williamson Act).

- Attachments:
- 1) LSCSD Boundary Map
  - 2) LSCSD Map Detail
  - 3) LSCSD Annexation #1 Map
  - 4) Resolution Waiving Commissioner's Handbook Section 5.1.2.

# Attachment 1

POTRERO



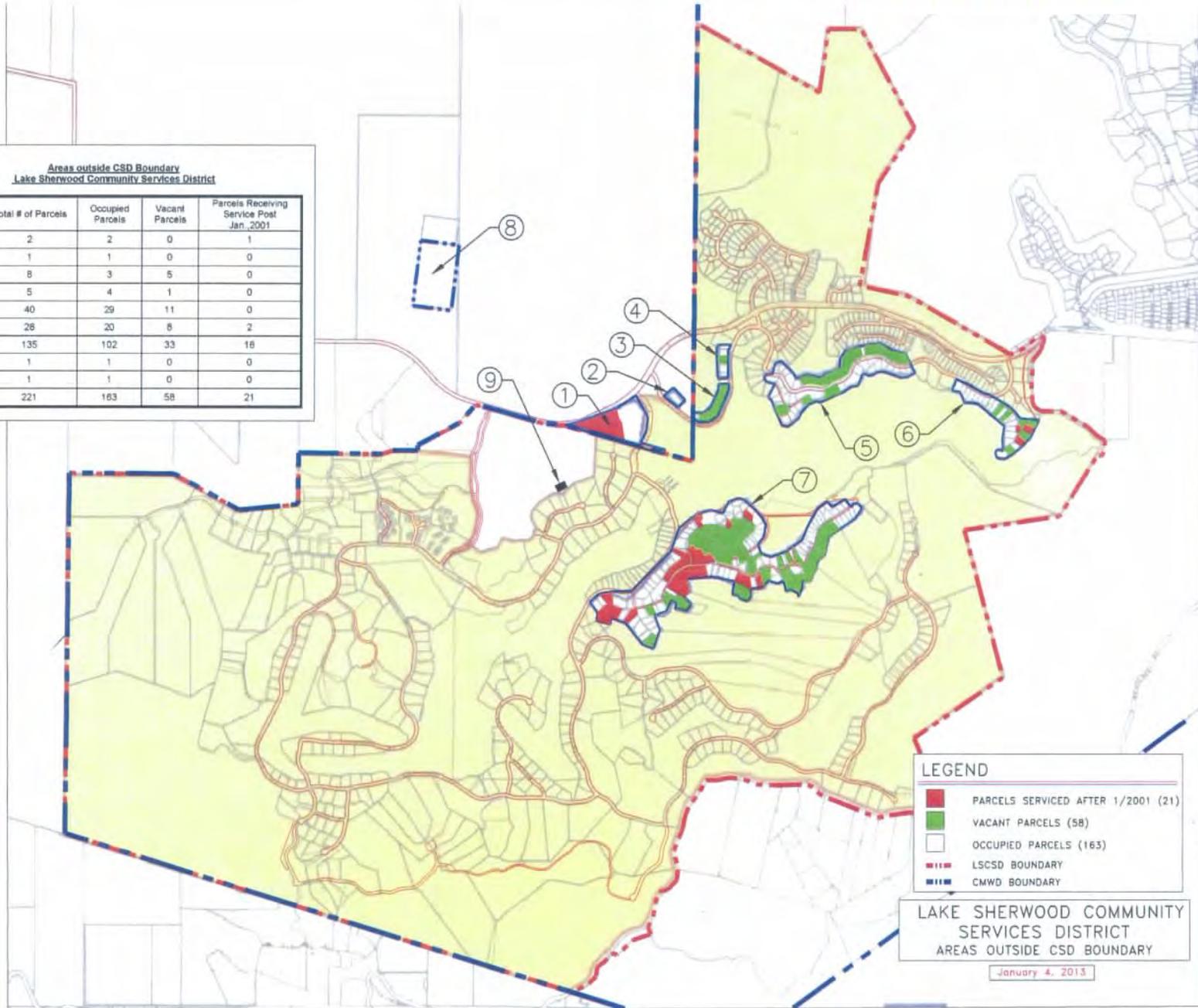
## Legend

-  LAFCo 12-09 Annexation Area
-  Lake Sherwood CSD
-  Lake Sherwood CSD Sphere
-  Lake Sherwood

# Attachment 2

**Areas outside CSD Boundary**  
**Lake Sherwood Community Services District**

Areas	Total # of Parcels	Occupied Parcels	Vacant Parcels	Parcels Receiving Service Post Jan. 2001
①	2	2	0	1
②	1	1	0	0
③	8	3	5	0
④	5	4	1	0
⑤	40	29	11	0
⑥	28	20	8	2
⑦	135	102	33	18
⑧	1	1	0	0
⑨	1	1	0	0
<b>Total</b>	<b>221</b>	<b>163</b>	<b>58</b>	<b>21</b>



**LEGEND**

- PARCELS SERVICED AFTER 1/2001 (21)
- VACANT PARCELS (58)
- OCCUPIED PARCELS (163)
- - - LSCSD BOUNDARY
- - - CMWD BOUNDARY

**LAKE SHERWOOD COMMUNITY SERVICES DISTRICT**  
**AREAS OUTSIDE CSD BOUNDARY**  
January 4, 2013



NOT TO SCALE



**RESOLUTION OF THE VENTURA LOCAL AGENCY  
FORMATION COMMISSION WAIVING SECTION  
5.1.2 OF CHAPTER 1 OF DIVISION 5 OF THE  
COMMISSIONER'S HANDBOOK**

WHEREAS, Section 5.1.1.2 of Chapter 1 of Division 5 of the Ventura Local Agency Formation Commission (LAFCo or Commission) Commissioner's Handbook provides that the Commission's policies and standards relating to out of agency service agreements shall be given great weight as a part of the Commission's consideration of proposals and are general guidelines for the Commission to follow, however, they are not mandatory or binding. Section 5.1.1.2 further provides that the Commission can and will consider each proposal upon its merits within the parameters set forth in state law and, should the Commission elect not to follow a policy, it shall, as a part of any resolution on the matter and as part of the written record, set forth the specific waiver, and the reason for it; and

WHEREAS, Section 5.1.2 of Chapter 1 of Division 5 of the LAFCo Commissioner's Handbook provides that annexation to cities and special districts is always preferred to out of agency service agreements; and

WHEREAS, the Commission received an application on August 6, 2012 from the Lake Sherwood Community Services District (District) requesting approval of a sphere of influence amendment to include 11 Assessor parcels and portions of the Potrero Road and Lake Sherwood Drive rights of way (LAFCo 12-09S) and requesting approval of a proposal to annex the same territory plus another 208 Assessor parcels (LAFCo 12-09) which are currently within the existing sphere of influence for the District; and

WHEREAS, on November 14, 2012, the Commission continued the consideration of LAFCo 12-09S and LAFCo 12-09 to an unspecified date; and

WHEREAS, consideration of LAFCo 12-09S and LAFCo 12-09 has been delayed due to a lack of support from some of the affected land owners and it is uncertain at this time when or if the District will authorize further consideration; and

WHEREAS, the affected land owners support an effort by the District to request LAFCo authorization for the provision of new or extended water service to certain lots within the affected territory through the approval of out of agency service agreements; and

WHEREAS, the Commission has determined that it would be in the best interests of the owners of land which: 1) is subject to LAFCo 12-09; and 2) not currently receiving water service to be provided with a temporary degree of certainty with regard to water availability in anticipation of annexation of their land within the next six to eight months; and

WHEREAS, the waiver would not affect any territory meeting the definition of prime agricultural land found in LAFCo law (Govt. Code § 56064) or subject to a contract under the California Land Conservation Act of 1965 (also known as the Williamson Act);

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

- (1) Waives Division 5 – Out of Agency Service Agreements, Chapter 1 – General Policies, of the Commissioner’s Handbook to allow the LSCSD to request authorization of an out of agency service agreement for the provision of water service for a limited period of up to six (6) months from initiation of the service to any lot described in the pending proposal referred to as LAFCo 12-09 Lake Sherwood Community Services District – Annexation #2. This waiver is further limited to only those lots currently within the LSCSD sphere of influence.
- (2) Establishes the effective date of this resolution as May 15, 2013.

This resolution was adopted on May 15, 2013.

	<b>AYE</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Commissioner Dandy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Long	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Ford-McCaffrey	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Morehouse	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Parks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Parvin	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Pringle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Bennett	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Cunningham	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Freeman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Smith	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Dated: \_\_\_\_\_  
Chair, Ventura Local Agency Formation Commission

Copies: Lake Sherwood Community Services District  
Supervisor Linda Parks



VENTURA LOCAL AGENCY FORMATION COMMISSION

STAFF REPORT

Meeting Date: May 15, 2013

Agenda Item 10

TO: LAFCo Commissioners

FROM: Kim Uhlich, Executive Officer *KU*

SUBJECT: Sphere of Influence Review Work Plan for 2013-2017

**RECOMMENDATION:**

Approve the Sphere of Influence Review Work Plan for 2013-2017.

**BACKGROUND:**

LAFCo law provides that, on or before January 1, 2008 and every five years thereafter, LAFCo shall, as necessary, review and update the sphere of influence (SOI) of each city and special district. Prior to establishing a new sphere of influence or updating an existing sphere of influence, LAFCo is required to conduct a municipal service review (MSR) and adopt written determinations relating to the following:

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

Based on a work plan adopted by the Commission in May of 2008, the Commission completed the second round (2008-2013) of SOI reviews (and MSRs for those agencies where a sphere of influence update was deemed necessary) on March 20, 2013.

COMMISSIONERS AND STAFF

<b>COUNTY:</b> Kathy Long Linda Parks, Vice Chair <i>Alternate:</i> Steve Bennett	<b>CITY:</b> Carl Morehouse Janice Parvin <i>Alternate:</i> Carol Smith	<b>DISTRICT:</b> Bruce Dandy Gail Pringle, Chair <i>Alternate:</i> Elaine Freeman	<b>PUBLIC:</b> Linda Ford-McCaffrey  <i>Alternate:</i> Lou Cunningham
<b>Executive Officer:</b> Kim Uhlich	<b>Dep. Exec. Officer</b> Kai Luoma, AICP	<b>Office Mgr/Clerk</b> Debbie Schubert	<b>Legal Counsel</b> Michael Walker

## **DISCUSSION:**

Attached to this report are three documents that comprise staff's recommended draft work plan for the third round of SOI reviews/updates for the ten cities and 48 special districts.

Based on the schedule set forth in the work plan, staff will soon need to begin work on the review of those jurisdictions for which the sphere review deadline is to occur in 2014. In general, the sphere review process will include the following:

- Prepare and send informational letters to the jurisdictions for which a SOI review/update is scheduled to begin within the next year.
- Obtain large-size prints of latest SOI maps from County Information Technology Services Department.
- Distribute current SOI map and schedule meeting with each jurisdiction to discuss financial constraints/opportunities, future needs, deficiencies, and planned expansions with regard to services and/or facilities, pending change of organization proposals, and recent/pending general plan updates.
- Obtain and review existing information pertinent to each jurisdiction to determine what extent existing sources of information can be used and what additional information is needed. Sources of existing information include prior LAFCo reports and MSRs, Census data, County/city general plans, agency budgets and audits, water/wastewater management plans and capital improvement plans and other planning studies related to the provision of services.
- Review existing information sources and determine what additional information is needed from each jurisdiction.
- Request additional information as necessary. In certain cases, most of the needed information may need to be acquired through a written questionnaire.
- Receive and review questionnaire responses when applicable.
- Determine whether a sphere update and preparation of a MSR may be necessary.
- If no sphere update is necessary, present sphere information to Commission for review and approval.
- If applicable, prepare MSR work plan and schedule.
- If applicable, complete draft MSR and circulate for public review and comment.
- If applicable, present draft MSR and sphere update recommendation to Commission for consideration.

It should be noted that the schedule incorporates a recommendation that no sphere of influence review be conducted for County Service Area No. 33 because it has no facilities, does not provide any services and has not received any revenue or incurred any expenses since 1995.

The recommended work plan should be considered as the overall goal for the Ventura LAFCo sphere of influence update process. As such, it should be used as a benchmark for measuring progress, but it should also be considered somewhat flexible. Like any

work plan, it should be periodically reviewed and adjusted as necessary to meet changing conditions or circumstances.

Attachment: (1) Draft Schedule for Initiating Sphere of Influence Reviews, Table of Completion Years for Sphere of Influence Reviews and List of Work Plan Concepts



# VENTURA LOCAL AGENCY FORMATION COMMISSION

## SCHEDULE FOR INITIATING SPHERE OF INFLUENCE REVIEWS/UPDATES 2013-2017 WORK PLAN

**DRAFT**

Agency	Next SOI Review/ Update Due		Most Recent SOI Review/Update	Latest MSR Accepted
<b>Bardsdale Cemetery District</b>	January	2017	Reviewed 1/18/12	2007 Cemetery Districts
<b>Bell Canyon Community Services District</b>	February	2015	Reviewed 2/17/10	2005 Bell Canyon
<b>Calleguas Municipal Water District</b>	January	2014	Reviewed 1/21/09	2004 Water/Wastewater
<b>Camarillo Health Care District</b>	April	2017	Reviewed 4/18/12	2007 Cam. Health Care Dist
<b>Camarillo Sanitary District</b>	January	2014	Reviewed 1/21/09	2004 Water/Wastewater
<b>Camrosa Water District</b>	March	2014	Reviewed 3/18/09	2004 Water/Wastewater
<b>Casitas Municipal Water District</b>	July	2016	Reviewed 07/20/11	2004 Water/Wastewater
<b>Channel Islands Beach Community Services District</b>	July	2016	Reviewed 7/20/11	2005 Solid Waste
<b>Conejo Recreation and Park District</b>	September	2015	Reviewed 9/15/10	2005 Recreation and Park Districts
<b>El Rancho Simi Cemetery District</b>	November	2017	Reviewed 1/16/13	2007 Cemetery Districts
<b>Fillmore-Piru Memorial District</b>	November	2017	Reviewed 11/14/12	2007 Fillmore-Piru Memorial Dist
<b>Fox Canyon Groundwater Management Agency</b>	February	2015	Reviewed 02/17/10	2004 Water/Wastewater
<b>Hidden Valley Muni Water District</b>	January	2014	Reviewed 01/21/09	2004 Water/Wastewater
<b>Lake Sherwood Community Services District</b>	March	2014	Reviewed 3/18/09	2004 Water/Wastewater
<b>Meiners Oaks Water District</b>	January	2014	Reviewed 1/21/09	2004 Water/Wastewater
<b>Montalvo Community Services District</b>	January	2014	Reviewed 1/21/09	2004 Water/Wastewater
<b>Ojai Basin Groundwater Management Agency</b>	January	2014	Reviewed 1/21/09	2004 Water/Wastewater
<b>Ojai Valley Sanitary District</b>	June	2015	UPDATED 6/9/10	2004 Water/Wastewater

<b>Agency</b>	<b>Next SOI Review/ Update Due</b>		<b>Most Recent SOI Review/Update</b>	<b>Latest MSR Accepted</b>
<b>Ojai Water Conservation District</b>	January	2014	Reviewed 1/21/09	2004 Water/Wastewater
<b>Oxnard Drainage District #1</b>	October	2016	Reviewed 10/19/11	2005 Drainage Districts
<b>Oxnard Drainage District #2</b>	October	2016	Reviewed 10/19/11	2005 Drainage Districts
<b>Oxnard Harbor District</b>	May	2017	UPDATED 5/16/12	2005 Drainage Districts
<b>Piru Public Cemetery District</b>	November	2017	Reviewed 01/16/13	2007 Cemetery Districts
<b>Pleasant Valley County Water District</b>	July	2014	UPDATED 07/15/09	2004 Water/Wastewater
<b>Pleasant Valley Recreation and Park District</b>	September	2015	Reviewed 9/15/10	2005 Recreation and Park Districts
<b>Rancho Simi Recreation and Park District</b>	September	2015	UPDATED 9/15/10	2005 Recreation and Park Districts
<b>Saticoy Sanitary District</b>	January	2014	Reviewed 1/21/09	2004 Water/Wastewater
<b>Triunfo Sanitation District</b>	January	2014	Reviewed 1/21/09	2004 Water/Wastewater
<b>United Water Conservation District</b>	July	2016	Reviewed 07/20/11	2004 Water/Wastewater
<b>Ventura County Fire Protection District</b>	January	2014	Reviewed 1/21/09	
<b>Ventura County Resource Conservation District.</b>	January	2014	Reviewed 1/21/09	2005 Solid Waste
<b>Ventura Co. Service Area No. 3</b>	July	2015	Reviewed 7/21/10	2010 CSA 3
<b>Ventura Co. Service Area No. 4</b>	June	2015	Reviewed 6/9/10	2005 CSA 3,4,14
<b>Ventura Co. Service Area No. 14</b>	June	2015	Reviewed 6/9/10	2005 CSA 3,4,14
<b>Ventura Co. Service Area No. 29</b>	January	2014	Reviewed 1/21/09	2004 Water/Wastewater
<b>Ventura Co. Service Area No. 30</b>	January	2014	Reviewed 1/21/09	2004 Water/Wastewater
<b>Ventura Co. Service Area No. 32</b>	January	2014	Reviewed 1/21/09	2004 Water/Wastewater
<b>Ventura Co. Service Area No. 33</b>	April	2017	UPDATED 04/18/12	2005 Recreation and Park Districts

<b>Agency</b>	<b>Next SOI Review/ Update Due</b>		<b>Most Recent SOI Review/Update</b>	<b>Latest MSR Accepted</b>
<b>Ventura Co. Service Area No. 34</b>	July	2015	ESTABLISHED 7/21/10	2010 CSA 34
<b>Ventura County Watershed Protection Dist.</b>	January	2014	Reviewed 1/21/09	
<b>Ventura County Waterworks District No. 1</b>	November	2015	UPDATED 11/17/10	2004 Water/Wastewater
<b>Ventura County Waterworks District No. 8</b>	November	2015	UPDATED 11/17/10	2004 Water/Wastewater
<b>Ventura County Waterworks District No. 16</b>	January	2014	Reviewed 1/21/09	2004 Water/Wastewater
<b>Ventura County Waterworks District No. 17</b>	January	2014	Reviewed 1/21/09	2004 Water/Wastewater
<b>Ventura County Waterworks District No. 19</b>	January	2014	Reviewed 1/21/09	2004 Water/Wastewater
<b>Ventura Port District</b>	May	2017	Reviewed 5/16/12	2007 Ventura Port District
<b>Ventura Regional Sanitation District</b>	March	2015	Reviewed 3/17/10	2005 Solid Waste
<b>Ventura River County Water District</b>	January	2014	Reviewed 1/21/09	2004 Water/Wastewater
<b>City of Camarillo</b>		2017	UPDATED 11/14/12	2012 9 Cities
<b>City of Fillmore</b>		2017	Reviewed 1/16/13	2012 9 Cities
<b>City of Moorpark</b>		2017	Reviewed 11/14/12	2012 9 Cities
<b>City of Ojai</b>		2017	Reviewed 11/14/12	2012 9 Cities
<b>City of Oxnard</b>		2017	Reviewed 11/14/12	2012 9 Cities
<b>City of Port Hueneme</b>		2017	Reviewed 3/18/09	
<b>City of San Buenaventura</b>		2017	UPDATED 1/16/13	2012 9 Cities
<b>City of Santa Paula</b>		2017	Reviewed 3/20/13	2012 9 Cities
<b>City of Simi Valley</b>		2017	Reviewed 3/20/13	2012 9 Cities
<b>City of Thousand Oaks</b>		2017	Reviewed 11/14/12	2012 9 Cities

## Completion Year for Sphere of Influence Reviews

### 2014

Calleguas Municipal Water District  
Camarillo Sanitary District  
Camrosa Water District  
Hidden Valley Municipal Water District  
Lake Sherwood Comm. Svs. District  
Meiners Oaks Water District  
Montalvo Comm. Svs. District  
Ojai Basin Groundwater Mgmt. Agency  
Ojai Water Conservation District  
Pleasant Valley County Water District  
Saticoy Sanitary District  
Triunfo Sanitation District  
Ventura Co. Fire Protection District  
Ventura Co. Resource Conservation District  
Ventura Co. Service Area No. 29  
Ventura Co. Service Area No. 30  
Ventura Co. Service Area No. 32  
Ventura County Watershed Protection Dist.  
Ventura County Waterworks District No. 16  
Ventura County Waterworks District No. 17  
Ventura County Waterworks District No. 19  
Ventura River County Water District

### 2015

Bell Canyon Comm. Svs. District  
Conejo Recreation and Park District  
Fox Canyon Groundwater Mgmt. Agency  
Ojai Valley Sanitary District  
Pleasant Valley Recreation and Park District  
Rancho Simi Recreation and Park District  
Ventura Co. Service Area No. 3  
Ventura Co. Service Area No. 4  
Ventura Co. Service Area No. 14  
Ventura Co. Service Area No. 34  
Ventura County Waterworks District No. 1  
Ventura County Waterworks District No. 8  
Ventura Regional Sanitation District

### 2016

Casitas Municipal Water District  
Channel Islands Beach Comm. Svs. District  
Oxnard Drainage District #1  
Oxnard Drainage District #2  
United Water Conservation District

### 2017

Bardsdale Cemetery District  
Camarillo Health Care District  
City of Camarillo  
City of Fillmore  
City of Moorpark  
City of Ojai  
City of Oxnard  
City of Port Hueneme  
City of San Buenaventura  
City of Santa Paula  
City of Simi Valley  
City of Thousand Oaks  
El Rancho Simi Cemetery District  
Fillmore-Piru Memorial District  
Oxnard Harbor District  
Piru Public Cemetery District  
Ventura Port District

## Work Plan Concepts

- Sphere of influence boundaries will increasingly represent the separation of areas that can be developed through the logical extension of municipal services from areas that must be protected for continued agriculture or open space use.
- Water and wastewater services are core municipal services. Their availability is necessary for growth.
- Service reviews should be conducted on a jurisdictional basis, combining the service reviews of jurisdictions providing similar and/or integrated services where appropriate.
- Each city and district sphere of influence must be reviewed and, if necessary, updated within five years after the previously completed review or update.
- Completion dates for each review are subject to change. For example, future proposal filings involving relatively large geographic areas could require the need for a sphere of influence update.
- Public participation in the service review and sphere of influence process should be encouraged.
- All service review work will be conducted by LAFCO staff, although limited assistance from consultants may be necessary for certain technical analyses.
- Every effort will be made to conduct service review studies and sphere of influence updates as cost effectively as possible. Whenever possible, LAFCO will utilize data and other information will be obtained from existing sources rather than initiating new analyses.
- Participation and cooperation from cities and special districts will be solicited and encouraged throughout the process.
- No service review or sphere of influence update is necessary for County Service Area No. 33 because it has no facilities, does not provide any services and has not received any revenue or incurred any expenses since 1995.
- The work plan will should remain flexible to accommodate applicable legislative changes and other unforeseen changes.



VENTURA LOCAL AGENCY FORMATION COMMISSION

STAFF REPORT

Meeting Date: May 15, 2013

Agenda Item 11

**TO:** LAFCo Commissioners

**FROM:** Kim Uhlich, Executive Officer *KU*

**SUBJECT:** 2013 CALAFCO Achievement Award Nominations

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**RECOMMENDATION:**

Determine whether the Commission wishes to submit any nominations for the 2013 CALAFCO Achievement Awards.

**DISCUSSION:**

Each year CALAFCO calls for nominations for achievement awards, which consist of ten specific categories. A copy of the nomination information materials, including a list of award categories and past winners, is attached for additional information (Attachment 1). As indicated in the information materials, nominations may be submitted by individuals, LAFCos, or by any other organization.

Nominations must be submitted by July 9. Once received by CALAFCO, the nominations will be evaluated by an awards committee who will select the winners in each award category. Announcement of the award winners will be made at the CALAFCO Conference in Lake Tahoe.

Attachment: CALAFCO memo regarding Achievement Award Nomination

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COMMISSIONERS AND STAFF

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**COUNTY:**  
Kathy Long  
Linda Parks, Vice Chair  
*Alternate:*  
Steve Bennett

**CITY:**  
Carl Morehouse  
Janice Parvin  
*Alternate:*  
Carol Smith

**DISTRICT:**  
Bruce Dandy  
Gail Pringle, Chair  
*Alternate:*  
Elaine Freeman

**PUBLIC:**  
Linda Ford-McCaffrey  
*Alternate:*  
Lou Cunningham

**Executive Officer:**  
Kim Uhlich

**Dep. Exec. Officer**  
Kai Luoma, AICP

**Office Mgr/Clerk**  
Debbie Schubert

**Legal Counsel**  
Michael Walker



**2013  
Board of Directors**

**Chair**

THEODORE NOVELLI  
Amador LAFCo

**Vice Chair**

MARY JANE GRIEGO  
Yuba LAFCo

**Secretary**

JOHN LEOPOLD  
Santa Cruz LAFCo

**Treasurer**

STEPHEN TOMANELLI  
Riverside LAFCo

JULIE ALLEN  
Tulare LAFCo

MATTHEW BEEKMAN  
Stanislaus LAFCo

ROBERT BERGMAN  
Nevada LAFCo

LOUIS CUNNINGHAM  
Ventura LAFCo

LARRY R. DUNCAN  
Butte LAFCo

JERRY GLADBACH  
Los Angeles LAFCo

JULIANA INMAN  
Napa LAFCo

GAY JONES  
Sacramento LAFCo

MICHAEL KELLEY  
Imperial LAFCo

MICHAEL R. MCGILL  
Contra Costa LAFCo

EUGENE MONTANEZ  
Riverside LAFCo

JOSH SUSMAN  
Nevada LAFCo

**Staff**

PAMELA MILLER  
Executive Director

LOU ANN TEXEIRA  
Executive Officer

CLARK ALSOP  
Legal Counsel

MARJORIE BLOM  
Deputy Executive Officer

STEPHEN LUCAS  
Deputy Executive Officer

SAMUEL MARTINEZ  
Deputy Executive Officer

JENI TICKLER  
Executive Assistant

**Date:** 30 April 2013

**To:** LAFCo Commissioners and Staff  
CALAFCO Members  
Other Interested Organizations

**From:** Matthew Beekman, Co-Chair  
Michael McGill, Co-Chair  
CALAFCO Achievement Awards Committee

**RE: 2013 CALAFCO Achievement Award Nominations**

Each year at the annual conference, CALAFCO recognizes outstanding achievements by dedicated and committed individuals from throughout the state to LAFCo, CALAFCO and LAFCo principles through the annual Achievement Awards.

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

To make a nomination, please use the following procedure:

1. Nominations may be made by an individual, a LAFCo, a CALAFCO Associate Member, or any other organization. There is no limit to the number of nominations.
2. Please use a separate form (attached) for each nomination. Nominations must be submitted with a completed nomination form. The form is your opportunity to summarize the most important points of your nomination.
3. All nomination materials must be submitted at one time and must be received by the deadline. Electronic submittals are encouraged.
4. All supporting information (e.g. reports, news articles, etc.) must be submitted with the nomination. Endorsement letters from third parties are not necessary.
5. **Nominations and supporting materials must be received no later than 5:00 p.m., Tuesday, July 9, 2013.** Send nominations via e-mail, fax, or U.S. mail to:

Marjorie Blom  
Stanislaus LAFCo  
1010 Tenth Street, 3<sup>rd</sup> Floor  
Modesto, CA 95354  
Fax (209) 525-7643  
E-mail: blomm@stancounty.com

Please contact Marjorie with any questions at (209) 525-7660. A list of the previous Achievement Award recipients is attached to this announcement.



# **Nomination Form**

**NOMINEE**

**Person or Agency Being Nominated:**

- Name
- Organization
- Address
- Phone/E-mail

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

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

**NOMINATION SUBMITTED BY:**

- Name:
- Address:
- Phone:
- E-mail:

**ACHIEVEMENTS**

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

**CALAFCO ACHIEVEMENT AWARD CATEGORIES**

CALAFCO recognizes excellence within the LAFCo community by presenting the *Achievement Awards* at the CALAFCO Annual Conference. Nominations are being accepted until Tuesday, July 9<sup>th</sup> 2013, in the following categories:

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

**CALAFCO ACHIEVEMENT AWARD RECIPIENTS****2012**

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Mike Gotch Courage & Innovation in  
Local Government Leadership Award

Distinguished Service Award

Most Effective Commission

Outstanding CALAFCO Member

Outstanding Commissioner

Outstanding LAFCo Professional

Outstanding LAFCo Clerk

Project of the Year

Government Leadership Award

Lifetime Achievement Award

**Bill Chiat**, CALAFCO Executive Director

**Marty McClelland**, Commissioner, Humboldt LAFCo

**Sonoma LAFCo**

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

**Sherwood Darington**, Monterey LAFCo

**Carole Cooper**, Sonoma LAFCo

**Gwenna MacDonald**, Lassen LAFCo

**Countywide Service Review & SOI Update**, Santa Clara  
LAFCo

**North Orange County Coalition of Cities**, Orange LAFCo

**P. Scott Browne**, Legal Counsel LAFCos

**2011**

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Mike Gotch Courage & Innovation in  
Local Government Leadership Award

Distinguished Service Award

Most Effective Commission

Outstanding CALAFCO Member

Outstanding Commissioner

Outstanding LAFCo Professional

Outstanding LAFCo Clerk

Project of the Year

Government Leadership Award

**Martin Tuttle**, Deputy Director for Planning, Caltrans

**Mike McKeever**, Executive Director, SACOG

**Carl Leverenz**, Commissioner and Chair, Butte LAFCo

**San Bernardino LAFCo**

**Keene Simonds**, Executive Officer, Napa LAFCo

**Louis R. Calcagno**, Monterey LAFCo

**June Savala**, Deputy Executive Officer, Los Angeles LAFCo

**Debbie Shubert**, Ventura LAFCo

**Cortese-Knox-Hertzberg Definitions Revision**

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

**Contra Costa Sanitary District**

**Elsinore Water District and Elsinore Valley Municipal Water  
District**

**2010**

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Mike Gotch Courage & Innovation in  
Local Government Leadership Award

Distinguished Service Award

Most Effective Commission

Outstanding CALAFCO Member

Outstanding Commissioner

Outstanding LAFCo Professional

Outstanding LAFCo Clerk

**Helen Thompson**, Commissioner, Yolo LAFCo

**Kathleen Rollings-McDonald**, Executive Officer, San  
Bernardino LAFCo

**Bob Braitman**, Executive Officer, Santa Barbara LAFCo

**Tulare LAFCo**

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

**George Lange**, Ventura LAFCo

**Harry Ehrlich**, Government Consultant, San Diego LAFCo

**Candie Fleming**, Fresno LAFCo



## 2013 Achievement Award Nominations

Project of the Year

**Butte LAFCo**

Sewer Commission - Oroville Region Municipal Service Review

Government Leadership Award

**Nipomo Community Services District and the County of San Luis Obispo**

Special Achievement

**Chris Tooker**, Sacramento LAFCo and CALAFCO Board of Directors

### 2009

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Mike Gotch Courage & Innovation in Local Government Leadership Award

**Paul Hood**, Executive Officer, San Luis Obispo LAFCo

Distinguished Service Award

**William Zumwalt**, Executive Officer, Kings LAFCo

Most Effective Commission

**Napa LAFCo**

Outstanding CALAFCO Member

**Susan Vicklund Wilson**, CALAFCO Vice Chair

**Jerry Gladbach**, CALAFCO Treasurer

Outstanding Commissioner

**Larry M. Fortune**, Fresno LAFCo

Outstanding LAFCo Professional

**Pat McCormick**, Santa Cruz LAFCo Executive Officer

Outstanding LAFCo Clerk

**Emmanuel Abello**, Santa Clara LAFCo

Project of the Year

**Orange LAFCo**

Boundary Report

Government Leadership Award

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

Legislator of the Year Award

**Assembly Member Jim Silva**

### 2008

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Distinguished Service Award

**Peter M. Detwiler**, Senate Local Government Committee Chief Consultant

Most Effective Commission

**Yuba LAFCo**

Outstanding Commissioner

**Dennis Hansberger**, San Bernardino LAFCo

Outstanding LAFCo Professional

**Michael Ott**, San Diego LAFCo Executive Officer

**Martha Poyatos**, San Mateo Executive Officer

Outstanding LAFCo Clerk

**Wilda Turner**, Los Angeles LAFCo

Project of the Year

**Kings LAFCo**

City and Community District MSR and SOI Update

Government Leadership Award

**San Bernardino Board of Supervisors**

Legislator of the Year Award

**Assembly Member Anna M. Caballero**

### 2007

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Outstanding CALAFCO Member

**Kathy Long**, Board Chair, Ventura LAFCo

Distinguished Service Award

**William D. Smith**, San Diego Legal Counsel

Most Effective Commission

**Santa Clara LAFCo**

Outstanding Commissioner

**Gayle Uilkema**, Contra Costa LAFCo

Outstanding LAFCo Professional

**Joyce Crosthwaite**, Orange LAFCo Executive Officer

Outstanding LAFCo Clerk

**Debby Chamberlin**, San Bernardino LAFCo

Project of the Year

**San Bernardino LAFCo and City of Fontana**

Islands Annexation Program

Government Leadership Award

**City of Fontana**

Islands Annexation Program

Lifetime Achievement

**John T. "Jack" Knox**



## 2013 Achievement Award Nominations

### 2006

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Outstanding CALAFCO Member	<b>Everett Millais</b> , CALAFCO Executive Officer and Executive Officer of Ventura LAFCo
Distinguished Service Award	<b>Clark Alsop</b> , CALAFCO Legal Counsel
Most Effective Commission Award	<b>Alameda LAFCo</b>
Outstanding Commissioner Award	<b>Ted Grandsen</b> , Ventura LAFCo <b>Chris Tooker</b> , Sacramento LAFCo
Outstanding LAFCo Professional Award	<b>Larry Calemine</b> , Los Angeles LAFCo Executive Officer
Outstanding LAFCo Clerk Award	<b>Janice Bryson</b> , San Diego LAFCo <b>Marilyn Flemmer</b> , Sacramento LAFCo
Project of the Year Award	<b>Sacramento Municipal Utility District</b> Sphere of Influence Amendment and Annexation; <b>Sacramento LAFCo</b>
Outstanding Government Leadership Award	<b>Cities of Porterville, Tulare, and Visalia and Tulare LAFCo</b> Island Annexation Program
Legislator of the Year Award	<b>Senator Christine Kehoe</b>

### 2005

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Outstanding CALAFCO Member	<b>Peter Herzog</b> , CALAFCO Board, Orange LAFCo
Distinguished Service Award	<b>Elizabeth Castro Kemper</b> , Yolo LAFCo
Most Effective Commission Award	<b>Ventura LAFCo</b>
Outstanding Commissioner Award	<b>Art Aseltine</b> , Yuba LAFCo <b>Henri Pellissier</b> , Los Angeles LAFCo
Outstanding LAFCo Professional Award	<b>Bruce Baracco</b> , San Joaquin LAFCo
Outstanding LAFCo Clerk Award	<b>Danielle Ball</b> , Orange LAFCo
Project of the Year Award	<b>San Diego LAFCo</b> MSR of Fire Protection and Emergency Medical Services
Outstanding Government Leadership Award	<b>Sacramento Area Council of Governments (SACOG)</b>

### 2004

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Outstanding CALAFCO Member	<b>Scott Harvey</b> , CALAFCO Executive Director
Distinguished Service Award	<b>Julie Howard</b> , Shasta LAFCo
Most Effective Commission Award	<b>San Diego LAFCo</b>
Outstanding Commissioner Award	<b>Edith Johnsen</b> , Monterey LAFCo
Outstanding LAFCo Professional Award	<b>David Kindig</b> , Santa Cruz LAFCo
Project of the Year Award	<b>San Luis Obispo LAFCo</b> Nipomo CSD SOI Update, MSR, and EIR

### 2003

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Outstanding CALAFCO Member	<b>Michael P. Ryan</b> , CALAFCO Board Member
Distinguished Service Award	<b>Henri F. Pellissier</b> , Los Angeles LAFCo
Most Effective Commission Award	<b>San Luis Obispo LAFCo</b>
Outstanding Commissioner Award	<b>Bob Salazar</b> , El Dorado LAFCo
Outstanding LAFCo Professional Award	<b>Shirley Anderson</b> , San Diego LAFCo
Outstanding LAFCo Clerk Award	<b>Lori Fleck</b> , Siskiyou LAFCo
Project of the Year Award	<b>Napa LAFCo</b> Comprehensive Water Service Study
Special Achievement Award	<b>James M. Roddy</b>

### 2002

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Outstanding CALAFCO Member	<b>Ken Lee</b> , CALAFCO Legislative Committee Chair
Most Effective Commission Award	<b>San Diego LAFCo</b>
Outstanding Commissioner Award	<b>Ed Snively</b> , Imperial LAFCo
Outstanding LAFCo Professional Award	<b>Paul Hood</b> , San Luis Obispo LAFCo
Outstanding LAFCo Clerk Award	<b>Danielle Ball</b> , Orange LAFCo
Project of the Year Award	<b>San Luis Obispo LAFCo</b>
Outstanding Government Leadership Award	<b>Napa LAFCo, Napa County Farm Bureau, Napa Valley Vintners Association, Napa Valley Housing Authority, Napa County Agricultural Commissioner's Office, Napa County Counsel Office, and Assembly Member Patricia Wiggins</b>

### 2001

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Outstanding CALAFCO Member	<b>SR Jones</b> , CALAFCO Executive Officer
Distinguished Service Award	<b>David Martin</b> , Tax Area Services Section, State Board of Equalization
Outstanding Commissioner Award	<b>H. Peter Faye</b> , Yolo LAFCo
Outstanding LAFCo Professional Award	<b>Ingrid Hansen</b> , San Diego LAFCo
Project of the Year Award	<b>Santa Barbara LAFCo</b>
Outstanding Government Leadership Award	<b>Alameda County Board of Supervisors, Livermore City Council, Pleasanton City Council</b>
Legislator of the Year Award	<b>Senator Jack O'Connell</b>

### 2000

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Outstanding CALAFCO Member	<b>Ron Wootton</b> , CALAFCO Board Chair
Distinguished Service Award	<b>Ben Williams</b> , Commission on Local Governance for the 21st Century
Most Effective Commission Award	<b>Yolo LAFCo</b>
Outstanding Commissioner	<b>Rich Gordon</b> , San Mateo LAFCo
Outstanding LAFCo Professional Award	<b>Annamaria Perrella</b> , Contra Costa LAFCo
Outstanding LAFCo Clerk Award	<b>Susan Stahmann</b> , El Dorado LAFCo
Project of the Year Award	<b>San Diego LAFCo</b>
Legislator of the Year Award	<b>Robert Hertzberg</b> , Assembly Member

### 1999

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

### 1998

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

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



Please join us for the CALAFCO Annual Conference  
August 28 – 30, 2013  
The Resort at Squaw Creek  
North Lake Tahoe, CA



VENTURA LOCAL AGENCY FORMATION COMMISSION

STAFF REPORT

Meeting Date: May 15, 2013

Agenda Item 12

**TO:** LAFCo Commissioners

**FROM:** Kim Uhlich, Executive Officer *KU*

**SUBJECT:** Proposed High Schools in the Cities of Camarillo and Oxnard

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**RECOMMENDATION:**

Receive staff's oral report on efforts by Oxnard Union High School District to develop two new high schools in the Cities of Camarillo and Oxnard and provide staff direction as appropriate.

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COMMISSIONERS AND STAFF

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**COUNTY:**  
Kathy Long  
Linda Parks, Vice Chair  
*Alternate:*  
Steve Bennett

**CITY:**  
Carl Morehouse  
Janice Parvin  
*Alternate:*  
Carol Smith

**DISTRICT:**  
Bruce Dandy  
Gail Pringle, Chair  
*Alternate:*  
Elaine Freeman

**PUBLIC:**  
Linda Ford-McCaffrey  
*Alternate:*  
Lou Cunningham

**Executive Officer:**  
Kim Uhlich

**Dep. Exec. Officer**  
Kai Luoma, AICP

**Office Mgr/Clerk**  
Debbie Schubert

**Legal Counsel**  
Michael Walker



VENTURA LOCAL AGENCY FORMATION COMMISSION

STAFF REPORT

Meeting Date: May 15, 2013

Agenda Item 13

TO: LAFCo Commissioners *KU*

FROM: Kim Uhlich, Executive Officer

SUBJECT: Cancellation of the June 12, 2013 Regular Meeting

**RECOMMENDATION:**

Cancel the June 12, 2013 regular LAFCo meeting and direct staff to provide notice of cancellation to the County, all cities, independent special districts and other interested parties as required by law.

**DISCUSSION:**

Due to the fact that there are no applications scheduled for Commission action as of the date this report was prepared, staff is recommending that the Commission cancel the June 12 meeting. The next scheduled meeting would occur on July 17, 2013.

COMMISSIONERS AND STAFF

**COUNTY:**  
 Kathy Long  
 Linda Parks, Vice Chair  
*Alternate:*  
 Steve Bennett

**CITY:**  
 Carl Morehouse  
 Janice Parvin  
*Alternate:*  
 Carol Smith

**DISTRICT:**  
 Bruce Dandy  
 Gail Pringle, Chair  
*Alternate:*  
 Elaine Freeman

**PUBLIC:**  
 Linda Ford-McCaffrey  
  
*Alternate:*  
 Lou Cunningham

**Executive Officer:**  
 Kim Uhlich

**Dep. Exec. Officer**  
 Kai Luoma, AICP

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 Debbie Schubert

**Legal Counsel**  
 Michael Walker