



VENTURA LOCAL AGENCY FORMATION COMMISSION

AGENDA

Wednesday July 16, 2014

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. Agenda Review
Consider and approve, by majority vote, minor revisions to Commission items and/or attachments and any item added to, or removed/continued from, the LAFCo agenda and changes to the order of business to accommodate a special circumstance.
5. Commission Presentations and Announcements

PUBLIC COMMENTS

6. 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 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.)

COMMISSIONERS AND STAFF

| | | | |
|---|---|--|---|
| COUNTY: Linda Parks, Chair John Zaragoza <i>Alternate:</i> Steve Bennett | CITY: Carl Morehouse Janice Parvin <i>Alternate:</i> Carol Smith | DISTRICT: Bruce Dandy Vacant <i>Alternate:</i> Elaine Freeman | PUBLIC: Linda Ford-McCaffrey, Vice Chair <i>Alternate:</i> Lou Cunningham |
| Executive Officer Kai Luoma, AICP | Analyst Andrea Ozdy | Office Mgr/Clerk Debbie Schubert | Legal Counsel Michael Walker |

CONSENT ITEMS

7. Minutes of the Ventura LAFCo May 21, 2014 Meeting
8. Revised Minutes of the Ventura LAFCo April 16, 2014 Meeting
9. FY 2013-14 Budget to Actual Report – May, 2014

RECOMMENDED ACTION: Approval Items 7 and 8,
Receive and File Item 9

PUBLIC HEARING ITEMS

10. Sphere of Influence Reviews/Updates

Review the sphere of influence for each of the following agencies, and determine that no sphere of influence update or municipal service review report is necessary pursuant to Government Code § 56430(a):

- Ventura County Service Area No. 30
- Ventura County Service Area No. 32
- Ventura County Waterworks District No. 16
- Ventura County Waterworks District No. 17
- Ventura County Waterworks District No. 19
- Ventura River County Water District
- Ventura County Fire Protection District
- Ventura County Resource Conservation District
- Ventura County Watershed Protection District

RECOMMENDED ACTION: Approval

11. Sphere of Influence Reviews/Updates

A. Determine that the sphere of influence update for the Calleguas Municipal Water District (CMWD) is exempt from the California Environmental Quality Act (CEQA) pursuant to § 15061(b)(3) of the CEQA Guidelines, review and update the sphere of influence for the CMWD pursuant to Government Code § 56425(g), adopt resolution LAFCo 14-10S (Attachment 7) making determinations and updating the sphere of influence for the CMWD, and determine that no municipal service review is necessary for the CMWD pursuant to Government Code § 56430(a); and

B. Determine that the sphere of influence update for County Service Area No. 29 (CSA 29) is exempt from CEQA pursuant to § 15061(b)(3) of the CEQA Guidelines, review and update the sphere of influence for CSA 29 pursuant to Government Code § 56425(g), adopt resolution LAFCo 14-11S (Attachment 9) making determinations and updating the sphere of influence for CSA 29, and determine that no municipal service review is necessary for CSA 29 pursuant to Government Code § 56430(a).

RECOMMENDED ACTION: Approval (A and B)

PUBLIC HEARING ITEMS (Continued)

12. Review and Amend the LAFCo Conflict of Interest Code
A. Adopt a resolution amending the Conflict of Interest Code
B. Authorize the Executive Officer to sign the 2014 Local Agency Biennial Notice to the Clerk of the Board of Supervisors stating that amendments were made to the current Conflict of Interest Code.
- RECOMMENDED ACTION: Approval (A and B)

ACTION ITEMS

13. Commissioner's Handbook Section 3.2.4.1– Policy Direction
Review and consider changes to Commissioner's Handbook Section 3.2.4.1 regarding general plan consistency.
- RECOMMENDED ACTION: Direct staff as appropriate
14. Update on Formation of County Waterworks District No. 38 (Lake Sherwood)
- RECOMMENDED ACTION: Receive and File
15. 2014 Nominations for CALAFCO Board of Directors
Authorize the Chair to submit nominations for the CALAFCO Board of Directors as may be approved by the Commission.
- RECOMMENDED ACTION: Authorize the Chair to submit nominations
16. 2014 CALAFCO Achievement Awards Nominations
Authorize the Chair to submit nominations for the 2014 CALAFCO Achievement Awards.
- RECOMMENDED ACTION: Authorize the Chair to submit nominations

EXECUTIVE OFFICER'S REPORT

Next LAFCo meeting September 17, 2014

INFORMATIONAL ITEMS

Applications Received:

LAFCo 14-12 Oxnard Drainage District Detachment – Detachment No. 4 (Parcels A and B)

COMMISSIONER COMMENTS

ADJOURNMENT

WEB ACCESS:

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

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, 4th 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, 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 May 21, 2014

Agenda Item 7

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

1. Call to Order

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

3. Roll Call

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

| | |
|-----------------------------|-----------------------------------|
| Commissioner Dandy | Commissioner Parvin |
| Commissioner Ford-McCaffrey | Commissioner Zaragoza |
| Commissioner Morehouse | Alternate Commissioner Cunningham |
| Chair Parks | |

2. Pledge of Allegiance

Commissioner Zaragoza led the pledge of allegiance.

4. Agenda Review

The Commission reviewed the agenda and made no changes.

5. Commission Presentations and Announcements

There were no presentations or announcements.

PUBLIC COMMENTS

6. 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

COUNTY:
Linda Parks, Chair
John Zaragoza
Alternate:
Steve Bennett

CITY:
Carl Morehouse
Janice Parvin
Alternate:
Carol Smith

DISTRICT:
Bruce Dandy
Vacant
Alternate:
Elaine Freeman

PUBLIC:
Linda Ford-McCaffrey, Vice Chair
Alternate:
Lou Cunningham

Executive Officer:
Kai Luoma, AICP

Analyst
Andrea Ozdy

Office Mgr/Clerk
Debbie Schubert

Legal Counsel
Michael Walker

CONSENT ITEMS

7. Minutes of the Ventura LAFCo April 16, 2014 Meeting
8. Budget to Actual Reports: March and April 2014

MOTION: Approval of Item 7 and receive and file Item 8: Parvin
SECOND: Morehouse
AYES: Dandy, Ford-McCaffrey, Morehouse, Parks, Parvin, Zaragoza
NOES: None
ABSTAINED: None
MOTION PASSES 6/0/0

PUBLIC HEARING ITEMS

9. LAFCo Recommended Final Budget and Work Plan for Fiscal Year 2014-15

Chair Parks opened the public hearing. Kai Luoma presented the staff report. With no public speakers, Chair Parks closed the public hearing.
MOTION: Approval (A, B and C) as recommended: Dandy
SECOND: Morehouse
AYES: Dandy, Ford-McCaffrey, Morehouse, Parks, Parvin, Zaragoza
NOES: None
ABSTAINED: None
MOTION PASSES 6/0/0
10. LAFCo 14-08 County Service Area No. 4 – Activation of Latent Power-Transportation Service

Chair Parks opened the public hearing. Andrea Ozdy presented the staff report. Glen Wilcox, resident of Oak Park and former member of the Oak Park Municipal Advisory Council, gave public comments. There were no other public speakers. Chair Parks closed the public hearing.
MOTION: Approval as recommended: Morehouse
SECOND: Zaragoza
AYES: Dandy, Ford-McCaffrey, Morehouse, Parks, Parvin, Zaragoza
NOES: None
ABSTAINED: None
MOTION PASSES 6/0/0

ACTION ITEMS

11. Commissioner's Handbook Section 3.2.4.1 – Policy Direction

Kai Luoma presented the staff report. The Commission discussed options regarding Section 3.2.4.1, Consistency with General and Specific Plans.
MOTION: Direct staff to bring back policy language that allows the Commission to make determinations without having to waive policies in order to carry out LAFCo's mission to preserve open space: Morehouse
SECOND: Parks
AYES: Dandy, Ford-McCaffrey, Morehouse, Parks, Parvin, Zaragoza

NOES: None
ABSTAINED: None
MOTION PASSES 6/0/0

ACTION ITEMS

12. Cancellation of the June 11 Meeting
Kai Luoma presented the staff report.
MOTION: Approval as recommended: Zaragoza
SECOND: Morehouse
AYES: Dandy, Ford-McCaffrey, Morehouse, Parks, Parvin, Zaragoza
NOES: None
ABSTAINED: None
MOTION PASSES 6/0/0

EXECUTIVE OFFICER'S REPORT

The next LAFCo meeting is July 16, 2014.

COMMISSIONER COMMENTS

Commissioner Morehouse encouraged everyone to attend the next Ventura Council of Governments (VCOG) meeting to be held at the Commemorative Air Force Aviation Museum at the Camarillo Airport on June 19. He also announced that he was recently elected as the president of Southern California Association of Governments (SCAG).

ADJOURNMENT:

Chair Parks adjourned the meeting at 9:52 A.M.

These Minutes were approved on July 16, 2014.

Motion:

Second:

Ayes:

Nos:

Abstains:

Date

Chair, Ventura Local Agency Formation Commission



VENTURA LOCAL AGENCY FORMATION COMMISSION

STAFF REPORT

Meeting Date: July 16, 2014

Agenda Item 8

TO: LAFCo Commissioners

FROM: Kai Luoma, AICP, Executive Officer 

SUBJECT: Revised Minutes of the Ventura LAFCo April 16, 2014 Meeting

RECOMMENDATION:

Approve the attached revised minutes from the April 16, 2014 Meeting correcting commission member votes on Item 12.

DISCUSSION:

At the May 21 LAFCo meeting, the Commission approved draft minutes from its April 16, 2014 meeting. However, item 12 reflected that former Commissioner Pringle was in attendance and voted, when in fact Alternate Commissioner Freeman was sitting as a voting special district member, filling the Special District Member vacated seat. The attached revised minutes reflect the correct attendance and vote for item 12.

COMMISSIONERS AND STAFF

COUNTY:
Linda Parks, Chair
John Zaragoza
Alternate:
Steve Bennett

CITY:
Carl Morehouse
Janice Parvin
Alternate:
Carol Smith

DISTRICT:
Bruce Dandy
Vacant
Alternate:
Elaine Freeman

PUBLIC:
Linda Ford-McCaffrey, Vice Chair
Alternate:
Lou Cunningham

Executive Officer:
Kai Luoma, AICP

Analyst
Andrea Ozdy

Office Mgr/Clerk
Debbie Schubert

Legal Counsel
Michael Walker



**VENTURA LOCAL AGENCY FORMATION COMMISSION
MEETING MINUTES
REVISED**

Wednesday April 16, 2014
Hall of Administration, Board of Supervisors Hearing Room
800 S. Victoria Avenue, Ventura

1. Call to Order

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

3. Roll Call

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

| | |
|-----------------------------|---------------------------------|
| Commissioner Dandy | Commissioner Parvin |
| Commissioner Ford-McCaffrey | Commissioner Zaragoza |
| Commissioner Morehouse | *Alternate Commissioner Freeman |
| Chair Parks | |

*Alternate Commissioner Freeman sat as a Special District voting member due to a Special District member vacancy.

2. Pledge of Allegiance

Supervisor Kathy Long led the pledge of allegiance.

4. Agenda Review

Supervisor Parks requested that Item 8, *LAFCo 14-06 City of Thousand Oaks Reorganization – Miller Ranch*, be pulled from the Consent Items for discussion, and also suggested that Item 12, *Audited Financial Statements for Fiscal Year Ended June 30, 2013*, be considered after the Consent Items, as a representative from Vavrinek, Trine, Day and Co. was in attendance to present this item to the Commission.

5. Commission Presentations and Announcements

- A. Chair Parks thanked Supervisor Kathy Long for her 17 years of service on LAFCo, her dedication to CALAFCO and presented her with a plaque on behalf of the Commission.
- B. Chair Parks introduced and welcomed Andrea Ozdy to the LAFCo staff as the new LAFCo Analyst.

COMMISSIONERS AND STAFF

COUNTY:
Linda Parks, Chair
John Zaragoza
Alternate:
Steve Bennett

CITY:
Carl Morehouse
Janice Parvin
Alternate:
Carol Smith

DISTRICT:
Bruce Dandy
Vacant
Alternate:
Elaine Freeman

PUBLIC:
Linda Ford-McCaffrey, Vice Chair
Alternate:
Lou Cunningham

Executive Officer:
Kai Luoma, AICP

Analyst
Andrea Ozdy

Office Mgr/Clerk
Debbie Schubert

Legal Counsel
Michael Walker

PUBLIC COMMENTS

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

There were no public comments.

CONSENT ITEMS

7. Minutes of the Ventura LAFCo February 19, 2014 Meeting

9. Budget to Actual Report: February 2014

MOTION: Approval of Item 7 and receive and file Item 9: Dandy

SECOND: Ford-McCaffrey

AYES: Dandy, Ford-McCaffrey, Morehouse, Parks, Parvin, Zaragoza,
Freeman

NOES: None

ABSTAINED: None

MOTION PASSES 7/0/0

8. LAFCo 14-06 City of Thousand Oaks Reorganization – Miller Ranch

A. Certify that the Commission has reviewed and considered the information contained in the environmental impact report entitled “Final Environmental Impact Report No. 330 – Miller Ranch Residential Project” prepared by the City as lead agency.

B. Adopt resolution LAFCo 14-06 making determinations and approving the City of Thousand Oaks Reorganization – Miller Ranch.

After some Commission discussion, Chair Parks requested that staff review the pros and cons of modifying or eliminating section 3.2.4.1 of the Commissioner’s Handbook to allow for consideration of the County Open Space Plan as part of an annexation proposal to a city for Commission consideration at a future meeting.

MOTION: Approval of Item 8 (A and B) as recommended: Ford-McCaffrey

SECOND: Morehouse

AYES: Dandy, Ford-McCaffrey, Morehouse, Parks, Parvin, Zaragoza,
Freeman

NOES: None

ABSTAINED: None

MOTION PASSES 7/0/0

PUBLIC HEARING ITEMS

10. Review and Readopt the LAFCo Fee Schedule for Fiscal Year 2014-15
Chair Parks opened the public hearing. Kai Luoma presented the staff report. There were no public speakers. Chair Parks closed the public hearing.
MOTION: Approval as recommended: Zaragoza
SECOND: Morehouse
AYES: Dandy, Ford-McCaffrey, Morehouse, Parks, Parvin, Zaragoza, Freeman
NOES: None
ABSTAINED: None
MOTION PASSES 7/0/0
11. LAFCo Proposed Budget Fiscal Year 2014-15
Chair Parks opened the public hearing. Kai Luoma presented the staff report. There were no public speakers. Chair Parks closed the public hearing.
MOTION: Approval of A and B as recommended: Zaragoza
SECOND: Morehouse
AYES: Dandy, Ford-McCaffrey, Morehouse, Parks, Parvin, Zaragoza, Freeman
NOES: None
ABSTAINED: None
MOTION PASSES 7/0/0

ACTION ITEMS

12. Audited Financial Statements for Fiscal Year Ended June 30, 2013
Kinnaly Soukhaseum, a representative from Vavrinek, Trine, Day and Co., presented a report on the audited financial statements for fiscal year ended June 30, 2013.
MOTION: Approval as recommended: Morehouse
SECOND: Ford-McCaffrey
AYES: Dandy, Ford-McCaffrey, Morehouse, Parks, Parvin, Zaragoza, Freeman
NOES: None
ABSTAINED: None
MOTION PASSES 7/0/0

EXECUTIVE OFFICER'S REPORT

The next LAFCo meeting is May 21, 2014
The 2014 CALAFCO Annual Conference will be held October 15-17 in Ontario.

COMMISSIONER COMMENTS

There were no Commissioner comments.

ADJOURNMENT:

Chair Parks adjourned the meeting at 9:40 A.M.

These CORRECTED Minutes were approved on July 16, 2014.

Motion:

Second:

Ayes:

Nos:

Abstains:

| | |
|-------------|---|
| Date | Chair, Ventura Local Agency Formation Commission |
|-------------|---|



VENTURA LOCAL AGENCY FORMATION COMMISSION

STAFF REPORT

Meeting Date: July 16, 2014

(Consent)

Agenda Item 9

TO: LAFCo Commissioners

FROM: Kai Luoma, AICP, Executive Officer 

SUBJECT: FY 2013-14 Budget to Actual Report – May 2014

RECOMMENDATION:

Receive and file Budget to Actual report for May 2014.

DISCUSSION:

Pursuant to the Commissioner’s Handbook policies, the Executive Officer is to provide monthly budget reports to the Commission as soon as they are available. The attached report, which was prepared with the assistance of County Auditor-Controller staff, reflects revenue and expenditures for May 2014 of the 2013-2014 Fiscal Year.

Attachment: Budget to Actual Report – May 2014

COMMISSIONERS AND STAFF

COUNTY:
Linda Parks, Chair
John Zaragoza
Alternate:
Steve Bennett

CITY:
Carl Morehouse
Janice Parvin
Alternate:
Carol Smith

DISTRICT:
Bruce Dandy
Vacant
Alternate:
Elaine Freeman

PUBLIC:
Linda Ford-McCaffrey, Vice Chair
Alternate:
Lou Cunningham

Executive Officer:
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Office Mgr/Clerk
Debbie Schubert

Legal Counsel
Michael Walker



**BUDGET TO ACTUAL FY 2013-14
YEAR TO DATE ENDING MAY 31, 2014 (91.7% of year)
Fund 7920, Organization 8950**

| Summary | Budget | Adj. Budget | To Date |
|-------------------|---------|-------------|---------|
| Estimated Sources | 675,769 | 675,769 | 688,017 |
| Appropriations | 675,769 | 675,769 | 511,581 |

| Account Number | Title | BUDGET | | | ACTUAL YTD | | | Variance Favorable (Unfavorable) | |
|---------------------|----------------------------------|----------------|----------------------|-----------------|-------------------|-------------|--------------------------|----------------------------------|-------------|
| | | Budget | Proposed Adjustments | Adjusted Budget | Actual | Encumbered | Total Revenue/Obligation | | |
| FUND BALANCE | | | | | | | | | |
| | Beginning Balance | 388,453 | | 388,453 | 388,452.87 | | 388,452.87 | (0.13) | |
| 5331 | Committed | 100,000 | | 100,000 | 100,000.00 | | 100,000.00 | 0.00 | |
| 5395 | Unassigned | 220,320 | | 220,320 | 220,319.87 | | 220,319.87 | (0.13) | |
| 5395 | Unassigned - Appropriated | 68,133 | | 68,133 | 68,133.00 | | 68,133.00 | (0.26) | |
| REVENUE | | | | | | | | | |
| 8911 | Interest Earnings | 4,000 | | 4,000 | 1,621.91 | | 1,621.91 | (2,378.09) | 41% |
| 9372 | Other Governmental Agencies | 573,636 | | 573,636 | 573,636.00 | | 573,636.00 | 0.00 | 100% |
| 9772 | Other Revenue - Miscellaneous | 30,000 | | 30,000 | 44,626.53 | | 44,626.53 | 14,626.53 | 149% |
| | Total Revenue | 607,636 | 0 | 607,636 | 619,884.44 | | 619,884.44 | 12,248.44 | 102% |
| | TOTAL SOURCES | 675,769 | 0 | 675,769 | 688,017.44 | | 688,017.44 | 12,248.18 | 102% |
| EXPENDITURES | | | | | | | | | |
| 1101 | Regular Salaries | 328,000 | | 328,000 | 267,099.69 | | 267,099.69 | 60,900.31 | 81% |
| 1105 | Overtime | 0 | | 0 | 0.00 | | 0.00 | 0.00 | 0% |
| 1106 | Supplemental Payments | 12,600 | | 12,600 | 9,966.62 | | 9,966.62 | 2,633.38 | 79% |
| 1107 | Term/Buydown | 31,500 | | 31,500 | 16,076.76 | | 16,076.76 | 15,423.24 | 51% |
| 1121 | Retirement Contribution | 77,500 | | 77,500 | 63,190.06 | | 63,190.06 | 14,309.94 | 82% |
| 1122 | OASDI Contribution | 19,000 | | 19,000 | 15,018.93 | | 15,018.93 | 3,981.07 | 79% |
| 1123 | FICA - Medicare | 5,100 | | 5,100 | 4,218.66 | | 4,218.66 | 881.34 | 83% |
| 1141 | Group Insurance | 21,400 | | 21,400 | 18,481.16 | | 18,481.16 | 2,918.84 | 86% |
| 1142 | Life Ins/Dept. Heads & Mgmt. | 150 | | 150 | 114.67 | | 114.67 | 35.33 | 76% |
| 1143 | State Unempl | 400 | | 400 | 322.31 | | 322.31 | 77.69 | 81% |
| 1144 | Management Disability Ins. | 820 | | 820 | 649.60 | | 649.60 | 170.40 | 79% |
| 1165 | Worker Compensation Ins | 3,000 | | 3,000 | 2,396.74 | | 2,396.74 | 603.26 | 80% |
| 1171 | 401K Plan | 12,500 | | 12,500 | 8,726.14 | | 8,726.14 | 3,773.86 | 70% |
| | Salaries and Benefits | 511,970 | 0 | 511,970 | 406,261.34 | 0.00 | 406,261.34 | 105,708.66 | 79% |
| 2033 | Voice/Data ISF | 3,500 | | 3,500 | 2,681.09 | | 2,681.09 | 818.91 | 77% |
| 2071 | General Insurance Alloca - ISF | 2,000 | | 2,000 | 984.00 | | 984.00 | 1,016.00 | 49% |
| 2125 | Facil/Matls Sq. Ft. Alloc. - ISF | 15,500 | | 15,500 | 13,376.00 | | 13,376.00 | 2,124.00 | 86% |
| 2128 | Other Maint | 500 | | 500 | 0.00 | | 0.00 | 500.00 | 0% |
| 2141 | Memberships & Dues | 6,550 | | 6,550 | 6,105.00 | | 6,105.00 | 445.00 | 93% |
| 2154 | Education Allowance | 0 | | 0 | 0.00 | | 0.00 | 0.00 | 0% |
| 2158 | Indirect Cost Recovery | 5,500 | | 5,500 | 5,351.00 | | 5,351.00 | 149.00 | 97% |
| 2172 | Books & Publications | 500 | | 500 | 249.49 | | 249.49 | 250.51 | 50% |
| 2174 | Mail Center - ISF | 2,500 | | 2,500 | 1,569.60 | | 1,569.60 | 930.40 | 63% |
| 2176 | Purchasing Charges - ISF | 500 | | 500 | 59.89 | | 59.89 | 440.11 | 12% |
| 2177 | Graphics Charges - ISF | 2,000 | | 2,000 | 0.00 | | 0.00 | 2,000.00 | 0% |
| 2178 | Copy Machine Charges - ISF | 1,000 | | 1,000 | 71.46 | | 71.46 | 928.54 | 7% |
| 2179 | Miscellaneous Office Expense | 7,000 | | 7,000 | 6,170.27 | | 6,170.27 | 829.73 | 88% |
| 2181 | Stores ISF | 50 | | 50 | 14.75 | | 14.75 | 35.25 | 30% |
| 2191 | Board Members Fees | 4,500 | | 4,500 | 3,050.00 | | 3,050.00 | 1,450.00 | 68% |
| 2192 | Information Technology - ISF | 3,000 | | 3,000 | 866.25 | | 866.25 | 2,133.75 | 29% |
| 2195 | Specialized Services/Software | 1,500 | | 1,500 | 737.50 | | 737.50 | 762.50 | 49% |
| 2197 | Public Works - Charges | 3,000 | | 3,000 | 1,003.64 | | 1,003.64 | 1,996.36 | 33% |
| 2199 | Other Prof & Spec Service | 10,000 | | 10,000 | 8,000.00 | | 8,000.00 | 2,000.00 | 80% |
| 2203 | Accounting and Auditing Services | 5,000 | | 5,000 | 3,239.26 | | 3,239.26 | 1,760.74 | 65% |
| 2205 | GSA Special Services ISF | 100 | | 100 | 56.90 | | 56.90 | 43.10 | 57% |
| 2214 | County GIS Expenses | 23,000 | | 23,000 | 11,933.52 | | 11,933.52 | 11,066.48 | 52% |
| 2261 | Public & Legal Notices | 5,000 | | 5,000 | 2,102.20 | | 2,102.20 | 2,897.80 | 42% |
| 2283 | Records Storage Charges | 350 | | 350 | 187.70 | | 187.70 | 162.30 | 54% |
| 2293 | Computer Equipment <5000 | 4,000 | | 4,000 | 3,799.05 | | 3,799.05 | 200.95 | 95% |
| 2304 | County Legal Counsel | 22,500 | | 22,500 | 15,962.00 | | 15,962.00 | 6,538.00 | 71% |
| 2521 | Transportation Charges ISF | 0 | | 0 | 0.00 | | 0.00 | 0.00 | 0% |
| 2522 | Private Vehicle Mileage | 7,000 | | 7,000 | 6,147.31 | | 6,147.31 | 852.69 | 88% |
| 2523 | Conf. & Seminars Expense | 13,000 | | 13,000 | 11,418.81 | | 11,418.81 | 1,581.19 | 88% |
| 2526 | Conf. & Seminars Expense ISF | 500 | | 500 | 20.00 | | 20.00 | 480.00 | 4% |
| 2528 | County Motor Pool | 1,000 | | 1,000 | 163.35 | | 163.35 | 836.65 | 16% |
| | Services and Supplies | 150,550 | 0 | 150,550 | 105,320.04 | 0.00 | 105,320.04 | 45,229.96 | 70% |
| 6101 | Contingency | 13,249 | | 13,249 | 0.00 | | 0.00 | 13,249.00 | 0% |
| | TOTAL EXPENDITURES | 675,769 | 0 | 675,769 | 511,581.38 | 0.00 | 511,581.38 | 164,187.62 | 76% |

0.00

Note: Amounts with "()" in the ACTUAL column reflect FY13 accruals in excess of actual expenditures to date



VENTURA LOCAL AGENCY FORMATION COMMISSION

STAFF REPORT

Meeting Date: July 16, 2014

Agenda Item 10

TO: LAFCo Commissioners
FROM: Andrea Ozdy, Analyst
SUBJECT: Sphere of Influence Review – No Updates Necessary

RECOMMENDATION:

- 1. Review the sphere of influence for each of the following agencies, and determine that no sphere of influence update or municipal service review report is necessary pursuant to Government Code § 56430(a):

County Service Area No. 30 (CSA 30)
County Service Area No. 32 (CSA 32)
County Waterworks District No. 16
County Waterworks District No. 17
County Waterworks District No. 19
Ventura River County Water District (VRCWD)
Ventura County Fire Protection District (VCFPD)
Ventura County Resource Conservation District (VCRCD)
Ventura County Watershed Protection District (VCWPD)

BACKGROUND:

Pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code § 56000 et seq.), the Commission was required to determine and adopt a sphere of influence for each city and special district on or before January 1, 2008. Every five years thereafter, the Commission must, as necessary, review and update each sphere of influence [Government Code § 56425(g)].

In 2004, the Commission accepted the municipal service review (MSR) report that provided analysis for several special districts, including but not limited to the following districts: CSA 30, CSA 32, Waterworks District Nos. 16, 17, and 19, and the VRCWD. As a result, the Commission reviewed, but did not update, the spheres for CSA 30, CSA

COMMISSIONERS AND STAFF

Table with 4 columns: COUNTY, CITY, DISTRICT, PUBLIC. Lists names of commissioners and staff members including Linda Parks, Carl Morehouse, Bruce Dandy, and Linda Ford-McCaffrey.

32, and Waterworks District No. 17. However, the Commission did update the spheres for the following districts:

- Waterworks District No. 16: sphere expansion to include additional existing service areas;
- Waterworks District No. 19: sphere reduction to exclude areas that receive water service from the City of Camarillo; and
- VRCWD: sphere expansion to match existing service areas of the District and to include District facilities and District-owned land.

MSRs were not prepared for the VCFPD, VCRCD, and VCWPD. The spheres of influence of these three districts cover all areas of Ventura County.

In 2009, the Commission again reviewed the spheres of influence for the nine subject districts. At that time, LAFCo staff and staff of the districts did not identify the need for any further changes to the spheres of influence, and therefore the Commission reviewed the spheres and determined that no updates were warranted.

DISCUSSION:

In June 2014, LAFCo staff consulted with the staffs of CSA 30, Waterworks District Nos. 16, 17, and 19, and VRCWD, to discuss whether they have experienced any changes to their service needs since LAFCo's 2009 sphere review, and to determine if they anticipate any service changes that would warrant adjustment of the sphere boundaries. Since the spheres for CSA 32, VCFPD, VCRCD, and VCWPD cover the entire County, LAFCo staff determined that consultation with these agencies was not necessary. Based on LAFCo staff's comprehensive review of the existing boundaries and spheres, the existing sphere boundaries appear to accurately reflect the current and anticipated service areas for the subject districts over the next five years. Therefore, it is recommended that the Commission review, but not update, the subject spheres of influence.

LAFCo law requires that a MSR be conducted prior to, or in conjunction with, any sphere of influence update [Govt. Code §56430(a)]. If the Commission determines that no sphere updates are necessary for the subject districts, the preparation of MSRs will not be required.

California Environmental Quality Act (CEQA)

A project is defined in CEQA Guidelines § 21065, in part, as "an activity which may cause either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment." A sphere of influence review is not considered to be a project subject to CEQA because it involves only a confirmation of an existing sphere boundary, without any changes to the potential service area of a

district. Therefore, if the Commission determines that no updates to the subject spheres of influence are necessary, no environmental documents are required to be prepared.

Notice of Public Hearing

This matter has been noticed as a public hearing pursuant to Government Code § 56427. Additionally, all affected agencies have been notified of the public hearing.

Analysis

The following discussion includes details about each of the subject districts and the explanations for leaving the subject spheres of influence boundaries in their current configurations.

County Service Area No. 30 (CSA 30)

District Information

CSA 30 is a dependent special district formed in 1965 that, through the Ventura County Water and Sanitation Department, provides sanitation services to the unincorporated community of Nyeland Acres, immediately northeast of the City of Oxnard city limits. The District's sphere of influence is approximately 175 acres, and its boundary is coterminous with its sphere of influence boundary (see Attachment 1). The Ventura County Board of Supervisors is the governing body of CSA 30.

Sphere of Influence Review

Based on information provided by County Water and Sanitation Department staff, the existing sphere of influence boundary continues to reflect the current and probable service area. As identified above, the District boundary is coterminous with the existing sphere boundary. Therefore, no changes to the sphere of influence for CSA 30 are recommended.

County Service Area No. 32 (CSA 32)

District Information

CSA 32 is a dependent special district formed in 1982 that, through the Environmental Health Division of the Resource Management Agency, permits and inspects on-site septic systems in all areas of Ventura County that are outside cities and sanitation districts. The District's sphere of influence covers approximately 1,172,745 acres (about 1,832 square miles), and the sphere of influence includes all areas of Ventura

Staff Report – Sphere of Influence Review
No Updates Necessary
July 16, 2014
Page 3 of 7

County (see Attachment 2). The Ventura County Board of Supervisors is the governing body of CSA 32.

Sphere of Influence Review

There have been no changes to the District's service area that would require a change to the sphere of influence boundary and no such changes are anticipated in the near future. Therefore, no changes to the sphere of influence for CSA 32 are recommended.

Ventura County Waterworks District No. 16

District Information

Ventura County Waterworks District No.16 is a dependent special district formed in 1977 that, through the Ventura County Water and Sanitation Department, provides domestic water and sanitary sewer service to the unincorporated community of Piru. The District's sphere of influence covers approximately 493 acres (about ¾ square mile) (see Attachment 3). In 2004, LAFCo determined that the District was serving properties outside of the boundaries of the District and sphere of influence, and adjusted the District's sphere to include these properties. The Ventura County Board of Supervisors is the governing body of Waterworks District No. 16.

Sphere of Influence Review

Based on information provided by County Water and Sanitation Department staff, the existing sphere of influence boundary continues to reflect the District's current and probable service area. Therefore, no changes to the sphere of influence for Waterworks District No.16 are recommended.

Ventura County Waterworks District No. 17

District Information

Ventura County Waterworks District No. 17 is a dependent special district formed in 1977 that, through the Ventura County Water and Sanitation Department, provides domestic water service, including all related administrative functions, to customers in the unincorporated community of Bell Canyon and contiguous areas to the north, and has a service area of approximately 4,845 acres (about 7.5 square miles) (see Attachment 4). The Ventura County Board of Supervisors is the governing body of Waterworks District No. 17.

Sphere of Influence Review

Based on information provided by County Water and Sanitation District staff, the existing sphere of influence boundary continues to reflect the District’s current and probable service area. Therefore, no changes to the sphere of influence for Waterworks District No. 17 are recommended.

Ventura County Waterworks District No. 19

District Information

Ventura County Waterworks No.19 is a dependent special district formed in 1980 that, through the Ventura County Water and Sanitation Department, provides domestic water to the unincorporated community of Somis and surrounding areas. Its sphere of influence covers approximately 20,103 acres (about 31 square miles) (see Attachment 5). The Ventura County Board of Supervisors is the governing body of Waterworks District No. 19.

Sphere of Influence Review

Based on information provided by County Water and Sanitation Department staff, the existing sphere of influence boundary continues to reflect the District’s current and probable service area. Therefore, no changes to the sphere of influence for Waterworks District No. 19 are recommended.

Ventura River County Water District (VRCWD)

District Information

The VRCWD is an independent district formed in 1956 that operates and maintains a retail domestic water distribution system for Casitas Springs, northern Oak View, and a portion of the City of Ojai near its western city limits. The District’s sphere of influence covers approximately 2,526 acres (about 4 square miles) (see Attachment 6). Water is obtained primarily from wells owned by the VRCWD as well as from the Casitas Municipal Water District. The VRCWD is located entirely within the boundaries and sphere of influence of the Casitas Municipal Water District. At its northern district/sphere boundary in the vicinity of Rice Road and Baldwin Road, the VRCWD adjoins the southern district/sphere boundary of the Meiners Oaks County Water District. In 2004, the Commission modified the VRCWD’s sphere to coincide with its existing service areas, and to include areas owned by the District or containing District facilities. Areas that were not being served by the District were removed from the sphere of influence. The VRCWD is governed by an elected five-member Board of Directors.

Staff Report – Sphere of Influence Review
No Updates Necessary
July 16, 2014
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Sphere of Influence Review

Based on information provided by VRCWD staff in June 2014, the existing sphere of influence boundary continues to reflect the VRCWD’s current and probable service area. In fact, a proposal filed by the District involving a “Boundary Cleanup” was approved by the Commission in February 2014, which recorded in April 2014. Therefore, no changes to the sphere of influence for the VRCWD are recommended.

Ventura County Fire Protection District (VCFPD)

District Information

The VCFPD is a dependent special district formed in 1928 that provides fire protection and paramedic services to all unincorporated areas of Ventura County, as well as to the cities of Camarillo, Moorpark, Ojai, Port Hueneme, Simi Valley and Thousand Oaks. The VCFPD’s sphere of influence is coterminous with the County boundary, and covers approximately 1,172,745 acres (about 1,832 square miles) (see Attachment 7). The Ventura County Board of Supervisors is the governing body of the VCFPD.

Sphere of Influence Review

There have been no changes to the VCFPD’s service area that would require changes to the sphere of influence boundary, and no changes are anticipated in the near future. Therefore, no changes to the sphere of influence for the VCFPD are recommended.

Ventura County Resource Conservation District (VCRCD)

District Information

The VCRCD is an independent special district formed in 1978 that provides technical, financial, and educational assistance to help both rural and urban communities to conserve, protect, and restore soil, water and related natural resources. The VCRCD focuses on agricultural preservation, open space advocacy, outreach and education on water resources, watershed protection and restoration, and control and eradication of invasive species. The VCRCD’s sphere of influence is coterminous with the County boundary, and its sphere of influence covers approximately 1,172,745 acres (about 1,832 square miles) (see Attachment 8). The VCRCD is governed by an elected nine-member Board of Directors.

Sphere of Influence Review

There have been no changes to the VCRCD’s service areas that would require changes to the sphere of influence boundary and no changes are anticipated in the near future. Therefore, no changes to the sphere of influence for the VCRCD are recommended.

Ventura County Watershed Protection District (VCWPD)

District Information

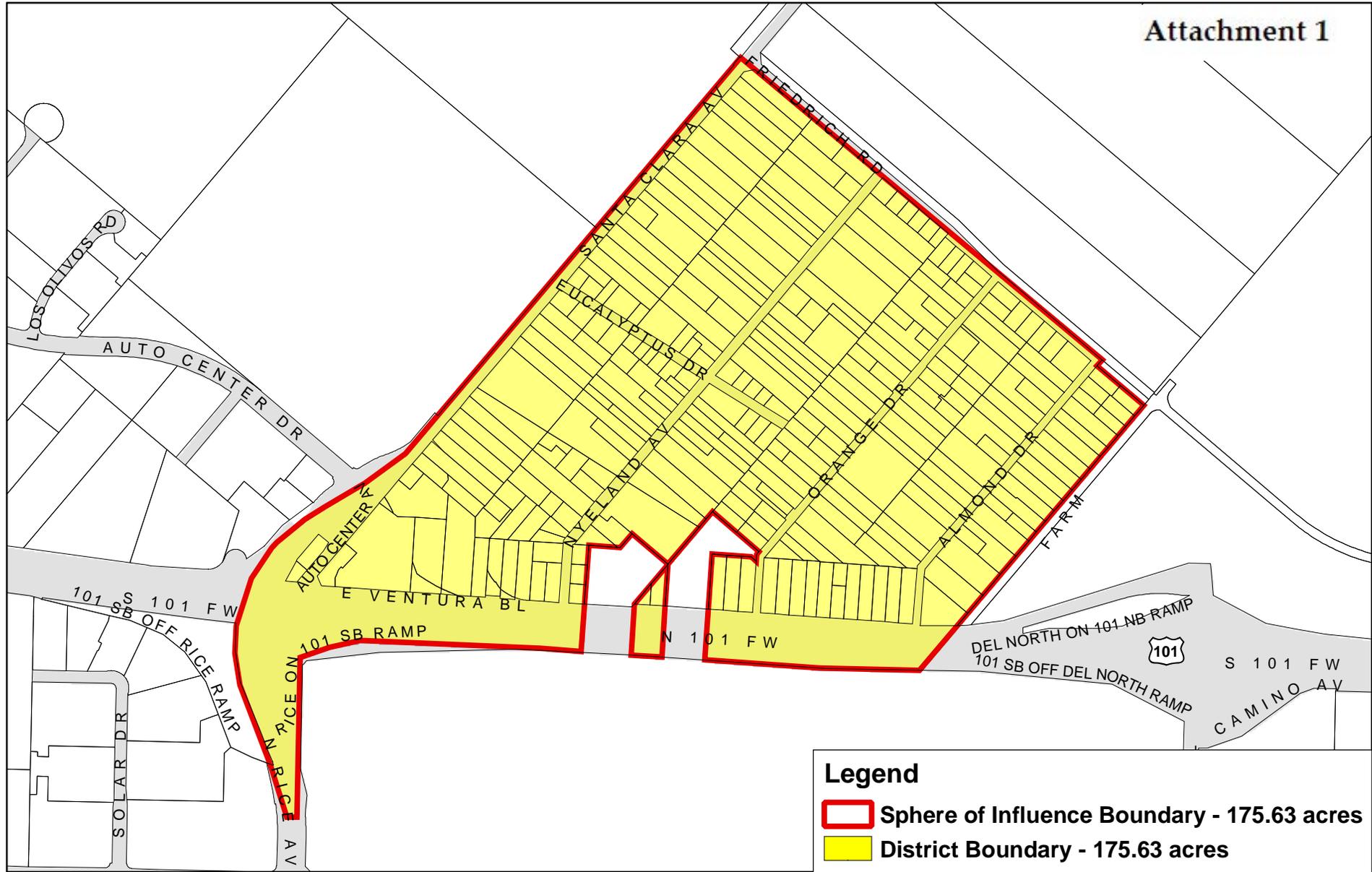
The VCWPD is a dependent district formed in 1944. The District is responsible for managing flood control throughout the County, as well as protecting watercourses and watersheds. VCWPD's sphere of influence is coterminous with the County boundary, and covers approximately 1,172,745 acres (about 1,832 square miles) (see Attachment 9). The Ventura County Board of Supervisors is the governing body of the VCWPD.

Sphere of Influence Review

There have been no changes to the VCWPD's service areas that would require changes to the sphere of influence boundary and no changes are anticipated in the near future. Therefore, no changes to the sphere of influence for the VCWPD are recommended.

Attachments:

1. County Service Area No. 30 Sphere of Influence Map
2. County Service Area No. 32 Sphere of Influence Map
3. County Waterworks District No. 16 Sphere of Influence Map
4. County Waterworks District No. 17 Sphere of Influence Map
5. County Waterworks District No. 19 Sphere of Influence Map
6. Ventura River County Water District Sphere of Influence Map
7. Ventura County Fire Protection District Sphere of Influence Map
8. Ventura County Resource Conservation District Sphere of Influence Map
9. Ventura County Watershed Protection District Sphere of Influence Map



Ventura County Service Area No. 30 Sphere of Influence

As Reviewed by the Ventura LAFCO - January 21, 2009

Prepared by County of Ventura - IT Services Department - GIS Services

2008 State Plane Coordinate System California Zone V - NAD 27

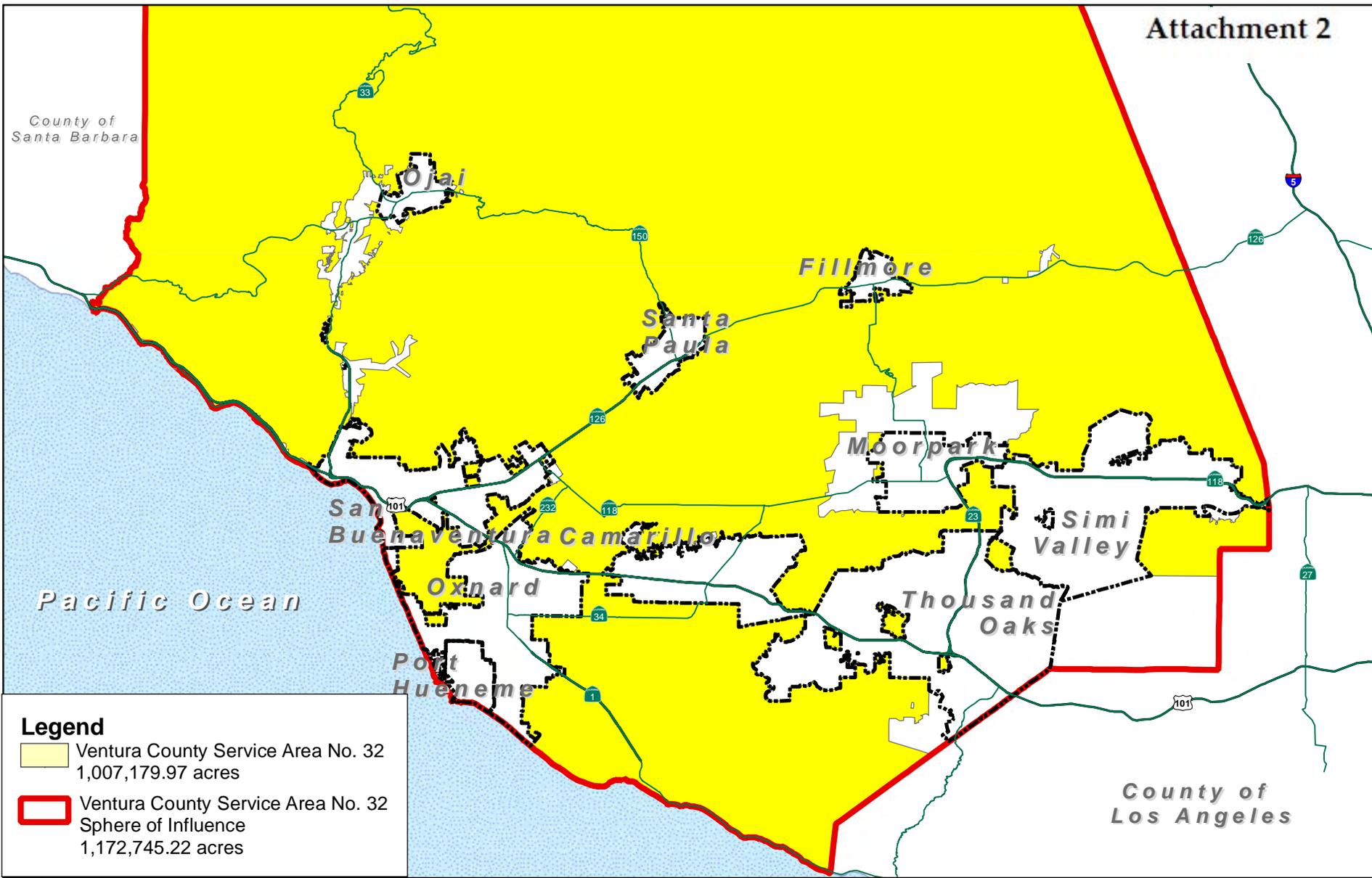
Feet This map was compiled from records and computations

Published: ~~22~~ber, 2009



0 500 1,000





Legend

- Ventura County Service Area No. 32
1,007,179.97 acres
- Ventura County Service Area No. 32
Sphere of Influence
1,172,745.22 acres

Ventura County Service Area No. 32

Current as of:
May 20, 2014

Prepared by County of Ventura - Information Systems Department - GIS Division
State Plane Coordinate System California Zone V - NAD 27

This map was compiled from records and computations

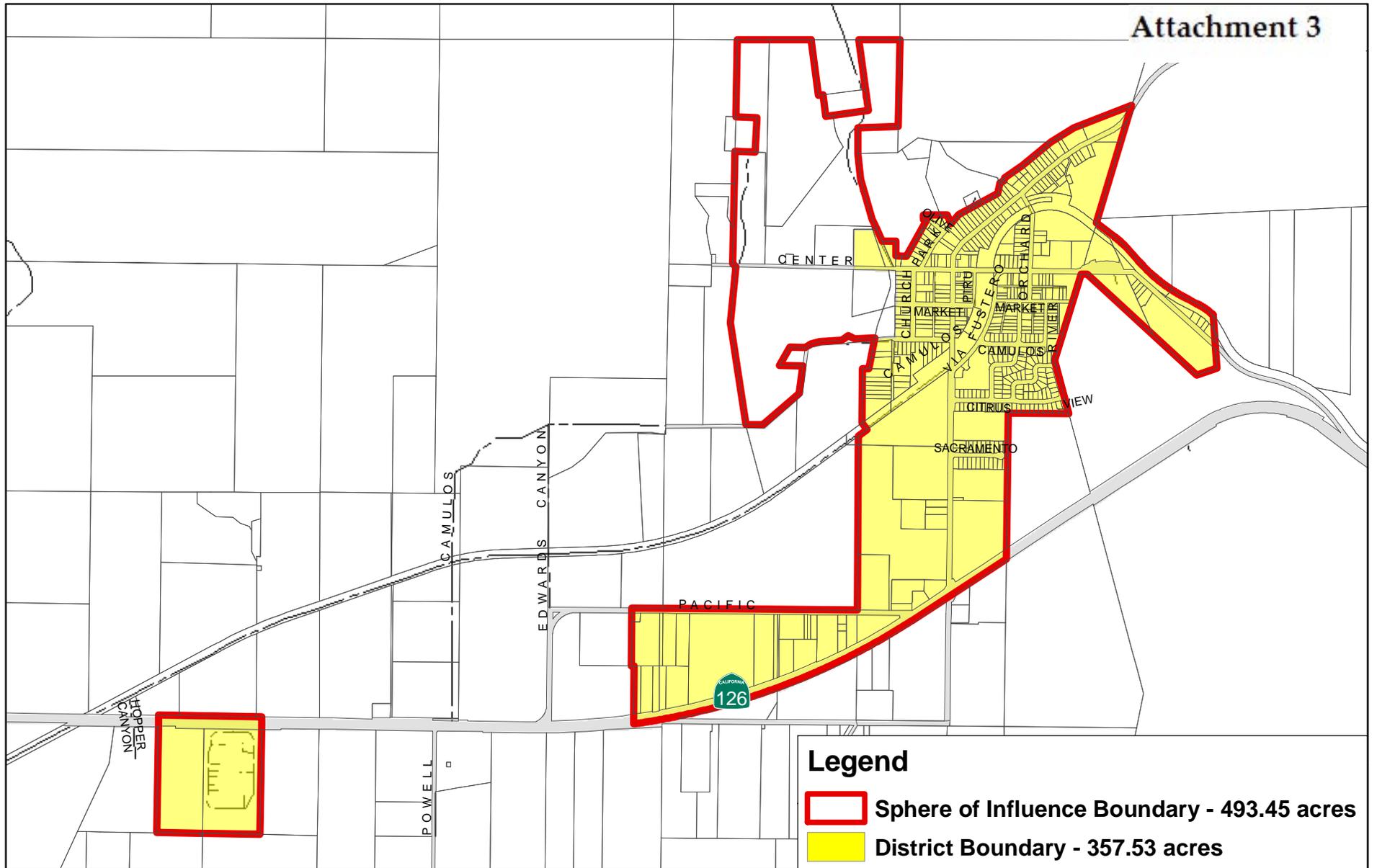
Published **23** July, 2014

A north arrow is located in the upper right corner, pointing towards the top of the page. Below it is a graphic scale bar showing distances in feet, with markings at 0, 15,000, 30,000, and 60,000 feet.



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Ventura County Waterworks District No. 16

Sphere of Influence

As Reviewed by the Ventura LAFCO - January 21, 2009



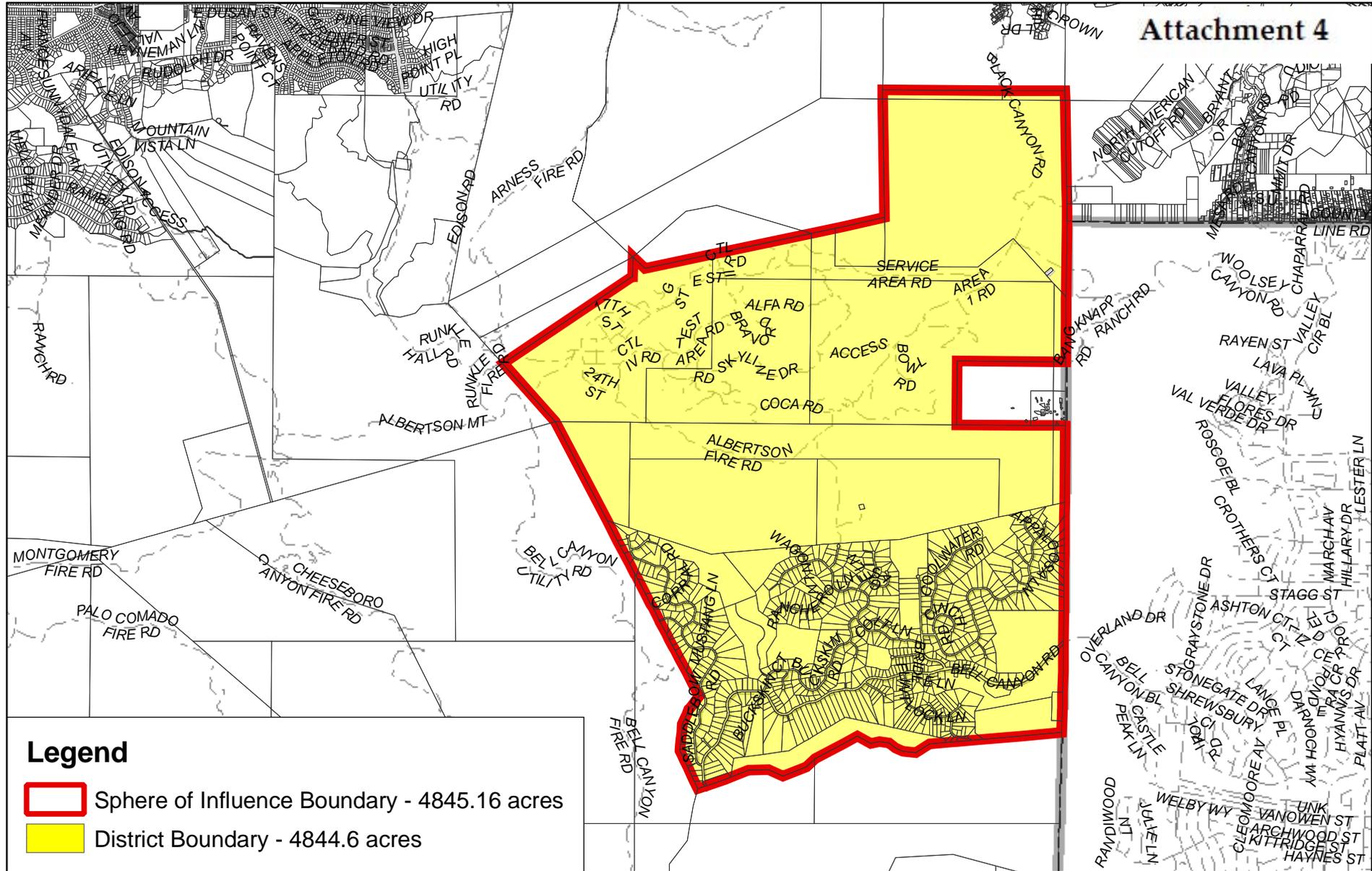
Prepared by County of Ventura - Information Systems Department - GIS Division

State Plane Coordinate System California Zone V - NAD 27

This map was compiled from records and computations

Published: 24 October, 2009





Legend

-  Sphere of Influence Boundary - 4845.16 acres
-  District Boundary - 4844.6 acres

Ventura County Waterworks District No. 17

Sphere of Influence

As Reviewed by the Ventura LAFCO - January 21, 2009



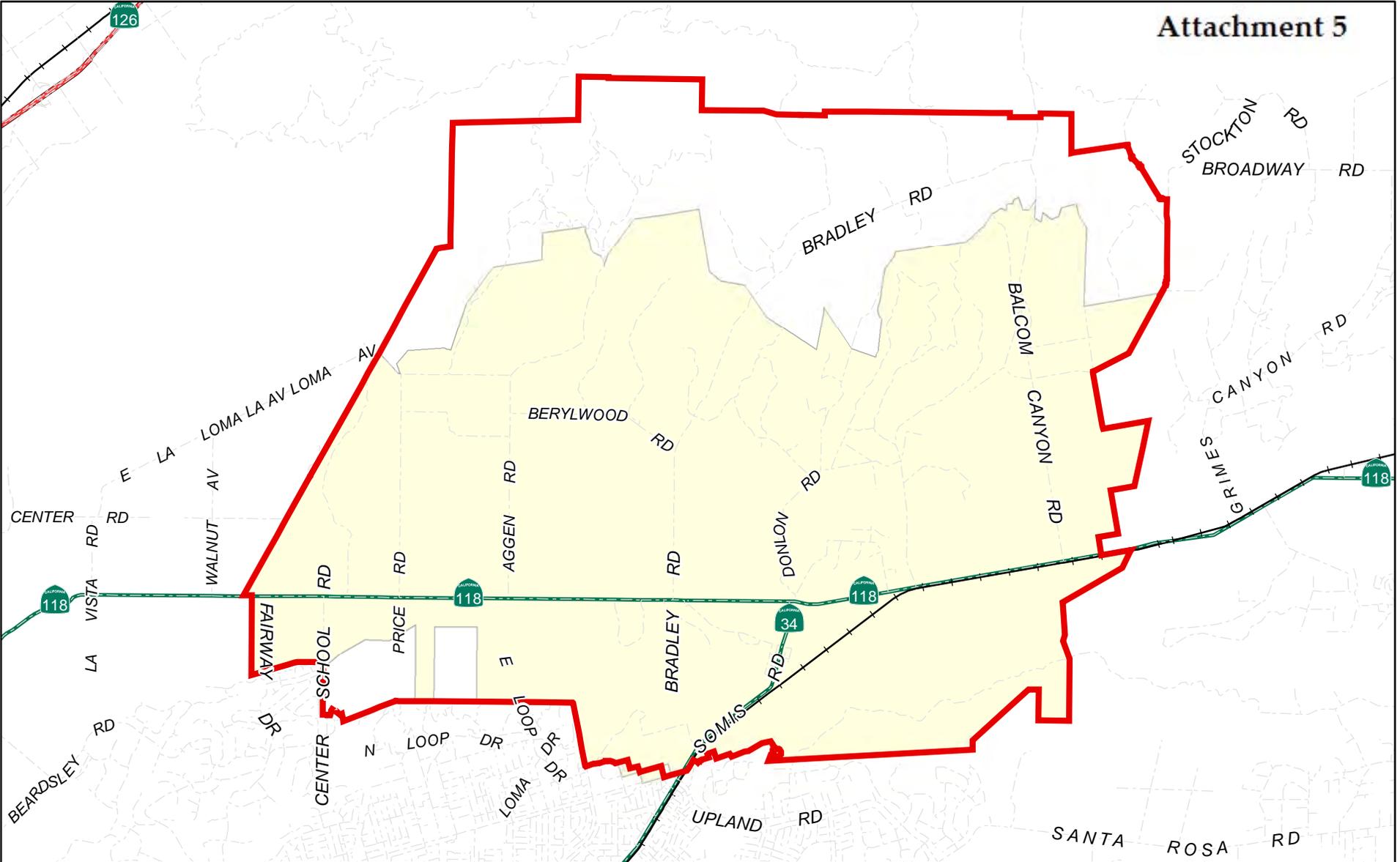
Prepared by County of Ventura - Information Systems Department - GIS Division

State Plane Coordinate System California Zone V - NAD 27

This map was compiled from records and computations

Published August 25, 2009





- Legend**
- District Sphere
 - District Boundary

Ventura County Waterworks District No. 19 Sphere of Influence

**As Updated by Ventura LAFCO - February 18, 2004
Amended on: October 19, 2005**

Prepared by County of Ventura - Information Systems Department - GIS Division
State Plane Coordinate System California Zone V - NAD 27

This map was compiled from records and computations

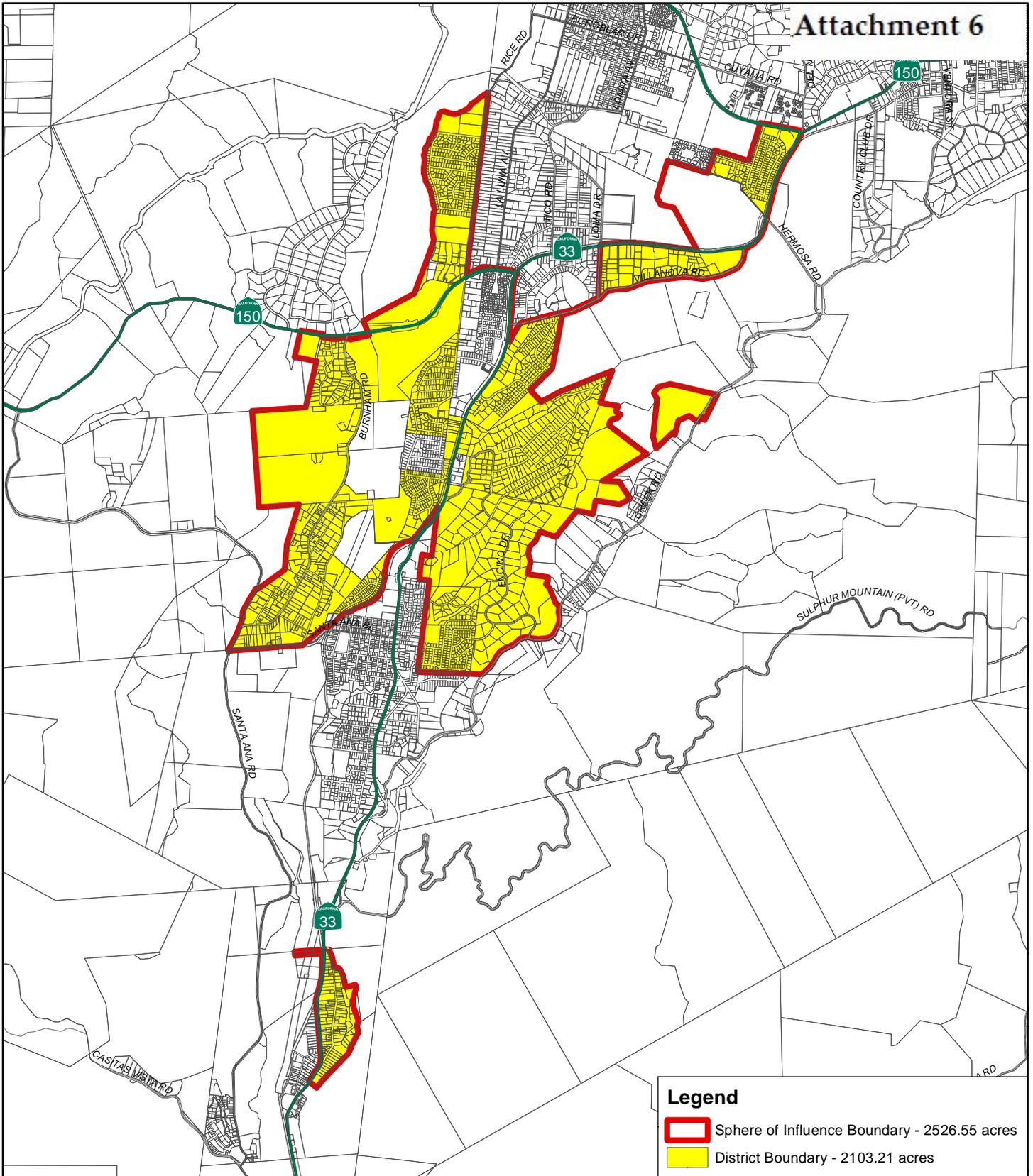
Published: **26** October, 2013



0 3,000 6,000
Feet

1 inch = 6,000 feet

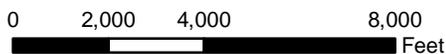




Ventura River County Water District

Current as of April 30, 2014

Prepared by County of Ventura - Information Systems Department - GIS Division
 State Plane Coordinate System California Zone V - NAD 27
 This map was compiled from records and computations
 Published: June, 2014





Legend

-  Sphere of Influence Boundary - 1172745.22 acres
-  District Boundary - 1135593.22 acres
-  City Boundaries



0 3.5 7
 Miles
 1 inch = 7 miles

Ventura County Fire Protection District

Current as of February 19, 2014

Prepared by County of Ventura - IT Services Department - GIS Services

State Plane Coordinate System California Zone V - NAD 27

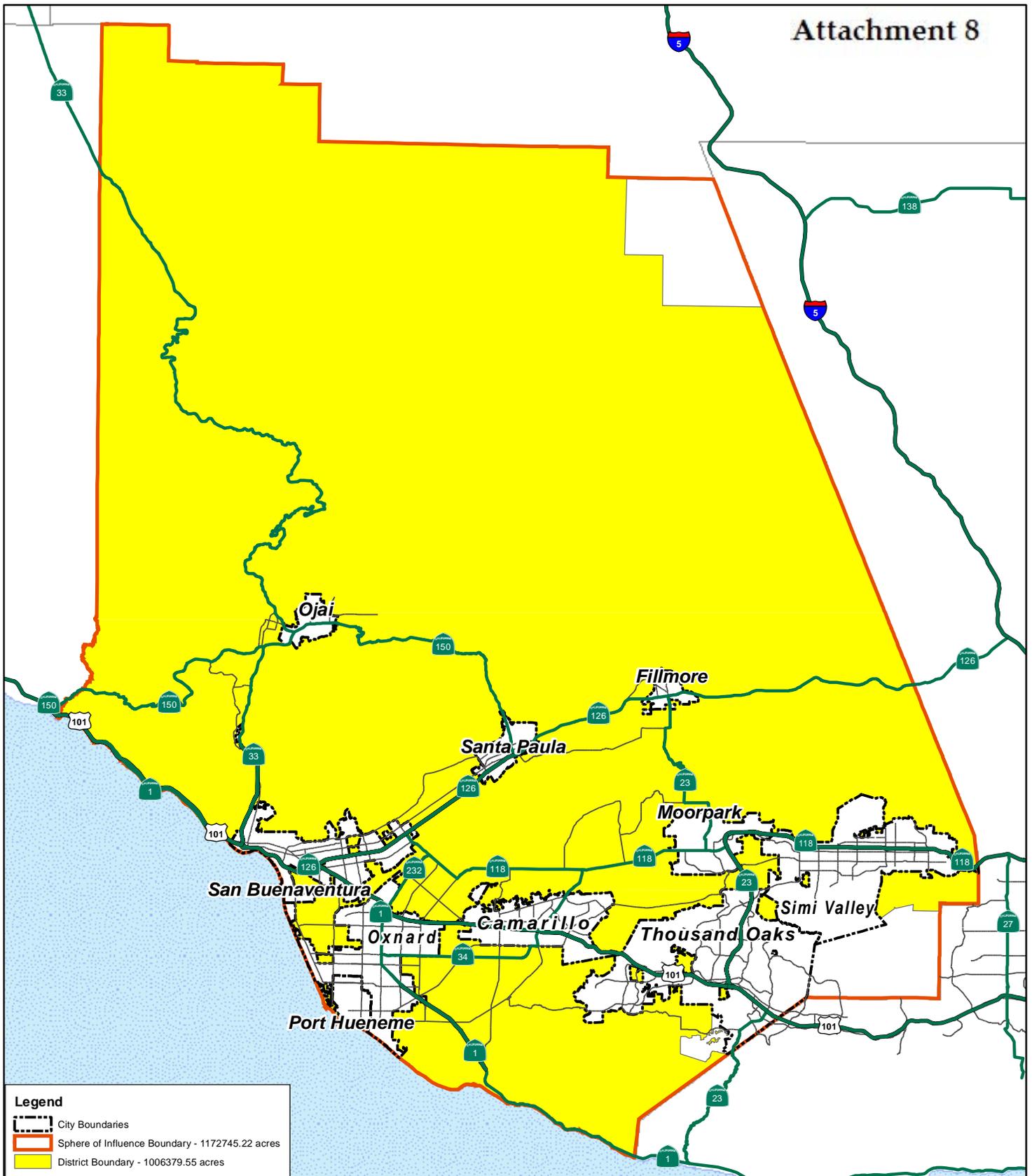
This map was compiled from records and computations

Published: May, 2014



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Legend

-  City Boundaries
-  Sphere of Influence Boundary - 1172745.22 acres
-  District Boundary - 1006379.55 acres



Ventura County Resource Conservation District

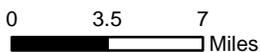
Current as of February 19, 2014

Prepared by County of Ventura - IT Services Department - GIS Services

State Plane Coordinate System California Zone V - NAD 27

This map was compiled from records and computations

Published: May, 2014



1 inch = 7 miles

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Legend

-  Sphere of Influence Boundary - 1,172,745.22 acres
-  District Boundary - 1,172,745.22 acres
-  City Boundaries

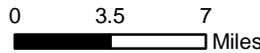


**Ventura County Watershed Protection District
Sphere of Influence**

As Reviewed by the Ventura LAFCO - January 21, 2009

Prepared by County of Ventura - IT Services Department - GIS Services
State Plane Coordinate System California Zone V - NAD 27

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Published: October, 2009



1 inch = 7 miles

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VENTURA LOCAL AGENCY FORMATION COMMISSION

STAFF REPORT

Meeting Date: July 16, 2014

Agenda Item 11

TO: LAFCo Commissioners

FROM: Andrea Ozdy, Analyst *Andrea Ozdy*

SUBJECT: Sphere of Influence Review and Update:
LAFCo 14-10S Calleguas Municipal Water District (CMWD)
LAFCo 14-11S County Service Area No. 29 (CSA 29)

RECOMMENDATIONS:

- A. Determine that the sphere of influence update for the Calleguas Municipal Water District (CMWD) is exempt from the California Environmental Quality Act (CEQA) pursuant to § 15061(b)(3) of the CEQA Guidelines, review and update the sphere of influence for the CMWD pursuant to Government Code § 56425(g), adopt resolution LAFCo 14-10S (Attachment 7) making determinations and updating the sphere of influence for the CMWD, and determine that no municipal service review is necessary for the CMWD pursuant to Government Code § 56430(a); and
- B. Determine that the sphere of influence update for County Service Area No. 29 (CSA 29) is exempt from CEQA pursuant to § 15061(b)(3) of the CEQA Guidelines, review and update the sphere of influence for CSA 29 pursuant to Government Code § 56425(g), adopt resolution LAFCo 14-11S (Attachment 9) making determinations and updating the sphere of influence for CSA 29, and determine that no municipal service review is necessary for CSA 29 pursuant to Government Code § 56430(a).

BACKGROUND:

Pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code § 56000 et seq.), the Commission was required to determine and adopt a sphere of influence for each city and special district on or before January 1, 2008. Every five years thereafter, the Commission must, as necessary, review and update each sphere of influence [Government Code § 56425(g)].

COMMISSIONERS AND STAFF

| | | | |
|---|---|--|---|
| COUNTY: Linda Parks, Chair John Zaragoza <i>Alternate:</i> Steve Bennett | CITY: Carl Morehouse Janice Parvin <i>Alternate:</i> Carol Smith | DISTRICT: Bruce Dandy Vacant <i>Alternate:</i> Elaine Freeman | PUBLIC: Linda Ford-McCaffrey, Vice Chair <i>Alternate:</i> Lou Cunningham |
| Executive Officer Kai Luoma, AICP | Analyst Andrea Ozdy | Office Mgr/Clerk Debbie Schubert | Legal Counsel Michael Walker |

In 2004, the Commission accepted the municipal service review (MSR) report that provided analysis regarding several special districts (including the CMWD and CSA 29), resulting in an update to CMWD's sphere of influence and no changes to CSA 29's sphere of influence. The CMWD update consisted of an expansion of the sphere in order to more accurately define CMWD's current service area. In 2009, the Commission again reviewed the spheres of influence for both districts, and determined that no update to either sphere of influence boundary was necessary.

DISCUSSION:

LAFCo law requires that a MSR be conducted prior to, or in conjunction with, any sphere of influence update [Govt. Code §56430(a)]. Ventura LAFCo Commissioner's Handbook Section 4.1.2(b) defines a sphere of influence update to be a "comprehensive review and modification of a sphere of influence that is not associated with a concurrent proposal..." Although staff recommends updates to each of the subject spheres of influence, the recommended updates include only the removal of territory from the spheres and the correction of a minor mapping error. Commissioner's Handbook Section 4.1.4(c) provides that the preparation of a MSR is not required for updates that only remove territory from a sphere.

CEQA

A project is defined in CEQA Guidelines § 21065, in part, as "an activity which may cause either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment." The subject sphere of influence updates are not considered to be projects subject to CEQA because they involve net reductions to existing sphere boundaries, which will reduce the area available to the expansion of municipal services. It is recommended that the Commission find that the net reduction in each of the districts' sphere of influence is exempt from CEQA pursuant to § 15061(b)(3) of the CEQA Guidelines, because "it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment." No change in regulation, land use, or development will occur as a result of the recommended sphere of influence update.

Notice of Public Hearing

This matter has been noticed as a public hearing pursuant to Government Code § 56427. Additionally, all affected agencies have been notified of the public hearing.

Analysis

The following discussion includes details about each of the subject districts, and an analysis of the recommended sphere of influence updates (including written determinations and environmental review).

Calleguas Municipal Water District (CMWD)

District Information

The CMWD was formed in 1953 as an independent special district that imports, stores, and treats water, which is then distributed to its customers as potable water. According to the 2010 CMWD Urban Water Management Plan, CMWD is the fifth largest member agency (in terms of water volume delivered) of the Metropolitan Water District of Southern California, and is the regional wholesaler that supplies water from the State Water Project and Colorado River to 19 local purveyors. The CMWD supplies water to approximately 75% of Ventura County's population, including water used for municipal, industrial, and agricultural purposes. The CMWD also distributes recycled water and participates in regional conservation and power programs. Its service area encompasses the cities of Camarillo, Moorpark, Oxnard, Port Hueneme, Simi Valley and Thousand Oaks, as well as unincorporated land lying south of the Santa Clara River to the Ventura/Los Angeles County line. The district's sphere covers a total of approximately 267,748 acres (about 418 square miles) (Attachment 1). The CMWD is governed by an elected five-member Board of Directors.

Recommended Sphere of Influence Update and Analysis

In June 2014, LAFCo staff met with the CMWD staff in order to discuss whether the CMWD has experienced any changes to its service needs since LAFCo's 2009 sphere review, and to determine if the District anticipates any changes in service that would warrant modification of its sphere boundary. Based on the information provided by CMWD staff and LAFCo staff's comprehensive review of the existing boundary and sphere, five changes to the sphere boundary are recommended. The proposed sphere of influence represents the CMWD's current and probable service area. The recommended changes all involve reductions in the sphere, except for a minor mapping correction located near Beardsley Road in Camarillo. The recommended changes are in the following locations:

- Area 1: Contiguous to the City of Oxnard at Wooley Road (Attachment 2)
This area has a County General Plan designation of Agricultural. It is currently being used for crop production.

- Area 2: Contiguous to the City of Oxnard at Fifth Street (Attachment 3)
This area has a County General Plan designation of Agricultural. It is currently being used for crop production.
- Area 3: Contiguous to the City of Camarillo at Central Avenue (Attachment 4)
This area has a County General Plan designation of Agricultural. It is currently being used for crop production.
- Area 4: Contiguous to the City of Camarillo at Beardsley Road (Attachment 5)
The portion of this area within the County has a County General Plan designation of Agricultural. The remaining portion of this area is within the City of Camarillo and is designated as a Waterway. The entire area is within a natural drainage channel known as Beardsley Wash.
- Area 5: Northeast of the City of Moorpark at Grimes Canyon Road (Attachment 6)
This area has a County General Plan designation of Open Space. It exists as open space except for a portion consisting of a rock quarry that is actively being mined.

For all locations involving land contiguous to a city (i.e., Areas 1 through 4, shown in Attachments 2 through 5), the District sphere is recommended to be updated so that it aligns with the sphere of the adjacent city, each of which is the local water retailer for CMWD. The proposed sphere boundary also more closely aligns with the CMWD's service boundary. The existing District sphere boundaries are anomalies in areas of the County where the District sphere is generally coterminous with the adjacent city sphere. For the location adjacent to Grimes Canyon Road (i.e., Area 5, shown in Attachment 6), the District sphere is recommended to be reduced to match the District's service area boundary. This will accomplish two objectives: it will (1) eliminate overlap of the CMWD sphere with that of the United Water Conservation District service area, and (2) generally align the CMWD's northern sphere limit with that of Waterworks District No. 1 (CMWD's local water retailer). Except for a portion of Area 4, all proposed updates involve a reduction in the existing sphere of influence. The remaining portion of Area 4 consists of a minor map correction, resulting in the alignment of the CMWD sphere with the City of Camarillo's city limits and City sphere of influence.

None of the recommended updates to the CMWD sphere of influence would alter the District's current service area. Instead, as discussed above, the recommended adjustments would reconcile inconsistencies between the District's sphere and the spheres of Waterworks District No. 1 and the cities of Oxnard and Camarillo, each of which is a retail water provider for the CMWD, and would remove an unnecessary sphere overlap with another wholesale water district.

Written Determinations

Government Code § 56425(e) requires that, in determining the sphere of influence of an agency, the Commission consider and prepare a written statement of its determinations with respect to each of the following:

- (1) *The present and planned land uses in the area, including agricultural and open-space lands. [§ 56425(e)(1)]*

Areas 1, 2, and 3 all have a County General Plan designation of Agricultural, and are currently planted in agriculture. The portion of Area 4 within the County has a County General Plan designation of Agricultural. The remaining portion of Area 4 is within the City of Camarillo and is designated as a Waterway. All of Area 4 is within a natural drainage channel known as Beardsley Wash. Area 5 has a County General Plan designation of Open Space, and currently contains undeveloped open space except for a portion consisting of a rock quarry that is actively being mined. Based on the County General Plan designations, these areas have been planned to remain in agriculture and open space.

- (2) *The present and probable need for public facilities and services in the area. [§ 56425(e)(2)]*

All areas recommended to be modified as part of the sphere update are used for agriculture, open space, or related purposes. There is no present need for public water service in these areas. Each area is anticipated to remain in its current land use for the foreseeable future, based on existing County General Plan designations. Therefore, there appears to be no need for public water service in the foreseeable future.

- (3) *The present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide. [§ 56425(e)(3)]*

The sphere of influence update will reduce the size of the District sphere of influence. Therefore, it will not result in new demands on the District that would adversely impact the present capacity of public facilities and adequacy of public services that the District is authorized to provide.

- (4) *The existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency. [§ 56425(e)(4)]*

None of the recommended updates to the District's sphere involve territory that is known to be a community of interest. Therefore, the sphere of influence update

would not result in a detrimental impact to any social or economic communities of interest.

- (5) *For an update of a sphere of influence of a city or special district that provides public facilities or services related to sewers, municipal and industrial water, or structural fire protection. . . the present and probable need for those public facilities and services of any disadvantaged unincorporated communities within the existing sphere of influence. [§ 56425(e)(5)]*

While the CMWD's sphere of influence includes the Nyeland Acres community [(one of two communities that the Commission determined met the definition of a disadvantaged unincorporated community (Commissioner's Handbook Section 3.2.5)], adjacent to the City of Oxnard, no modification of the sphere of influence within Nyeland Acres is recommended. Therefore, the recommended sphere update will not result in changes to available service within any disadvantaged unincorporated communities.

Ventura County Service Area No. 29

District Information

Ventura County Service Area (CSA) No. 29 is a dependent special district formed in 1978 that, through the Ventura County Water and Sanitation Department, operates and maintains a sewer system that serves the County's North Coast communities along the Pacific Coast Highway corridor between the Ventura/Santa Barbara County line and Highway 33 (i.e., Solimar Beach, Faria Beach, Mussel Shoals and Seacliff). CSA 29's service area is approximately 740 acres, and its service boundary is coterminous with its sphere of influence boundary (see Attachment 8). The Ventura County Board of Supervisors is the governing body of CSA 29.

Recommended Sphere of Influence Update and Analysis

In June 2014, LAFCo staff met with County Water and Sanitation Department staff in order to discuss whether CSA 29 has experienced any changes to its service needs since LAFCo's 2009 sphere review, and to determine if CSA 29 anticipates any changes in service that would warrant modification of the sphere boundaries. Based on the information provided by County Water and Sanitation Department staff and LAFCo staff's comprehensive review of the existing boundary and sphere, one update to CSA 29's sphere of influence is recommended that, in combination with the unchanged portions of sphere, represent CSA 29's current and probable service area.

The recommended update (see Exhibit A of Attachment 9) would eliminate overlap of CSA 29's sphere with that of the Carpinteria Sanitary District, which is the district that

provides wastewater collection and treatment for the Rincon Point community. Rincon Point is the northernmost coastal residential community in Ventura County, and was annexed by the Carpinteria Sanitary District in 2008 as part of a larger annexation that included the Rincon Point community on both sides of the Ventura/Santa Barbara County line. Pursuant to the provisions of Government Code § 56066, Santa Barbara County is the principal county for LAFCo purposes, as it relates to the Carpinteria Sanitary District's service in Ventura County. According to County Water and Sanitation Department staff, while CSA 29's existing sphere of influence extends to the Ventura/Santa Barbara County line, the County does not anticipate that CSA 29 will ever provide service at Rincon Point because the Carpinteria Sanitary District provides the service.

The recommended update to CSA 29's sphere would not result in changes to CSA 29's current service area boundaries. Instead, as discussed above, the recommended adjustment would eliminate the overlap of two district spheres that provide wastewater collection and treatment service, and would clearly document which district is to provide service in which geographic area. If the Commission updates the sphere as recommended, the portion of CSA 29's service area located outside the updated sphere may be detached at a later date, together with another future change of organization request for CSA 29.

Written Determinations

Government Code § 56425(e) requires that, in determining the sphere of influence of an agency, the Commission consider and prepare a written statement of its determinations with respect to each of the following:

- (1) *The present and planned land uses in the area, including agricultural and open-space lands.* [§ 56425(e)(1)]

The area to be removed from the CSA 29 sphere of influence is designated by the County General Plan as an Existing Community, and is developed as a residential beach community consisting of single-family dwellings. Based on the County General Plan designation, this area is planned to remain as a residential community.

- (2) *The present and probable need for public facilities and services in the area.* [§ 56425(e)(2)]

The sphere of influence update is not the result of a change in demand for public facilities and services. The area recommended to be removed from the CSA 29 sphere receives equivalent service from the Carpinteria Sanitary District. Therefore,

there is no present or probable need for public facilities and services provided by CSA 29.

- (3) *The present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide. [§ 56425(e)(3)]*

The sphere of influence update will reduce the size of the CSA 29 sphere. Therefore, the sphere of influence update will not create new demand on CSA 29 that would adversely impact the present capacity of public facilities and adequacy of public services that CSA 29 is authorized to provide.

- (4) *The existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency. [§ 56425(e)(4)]*

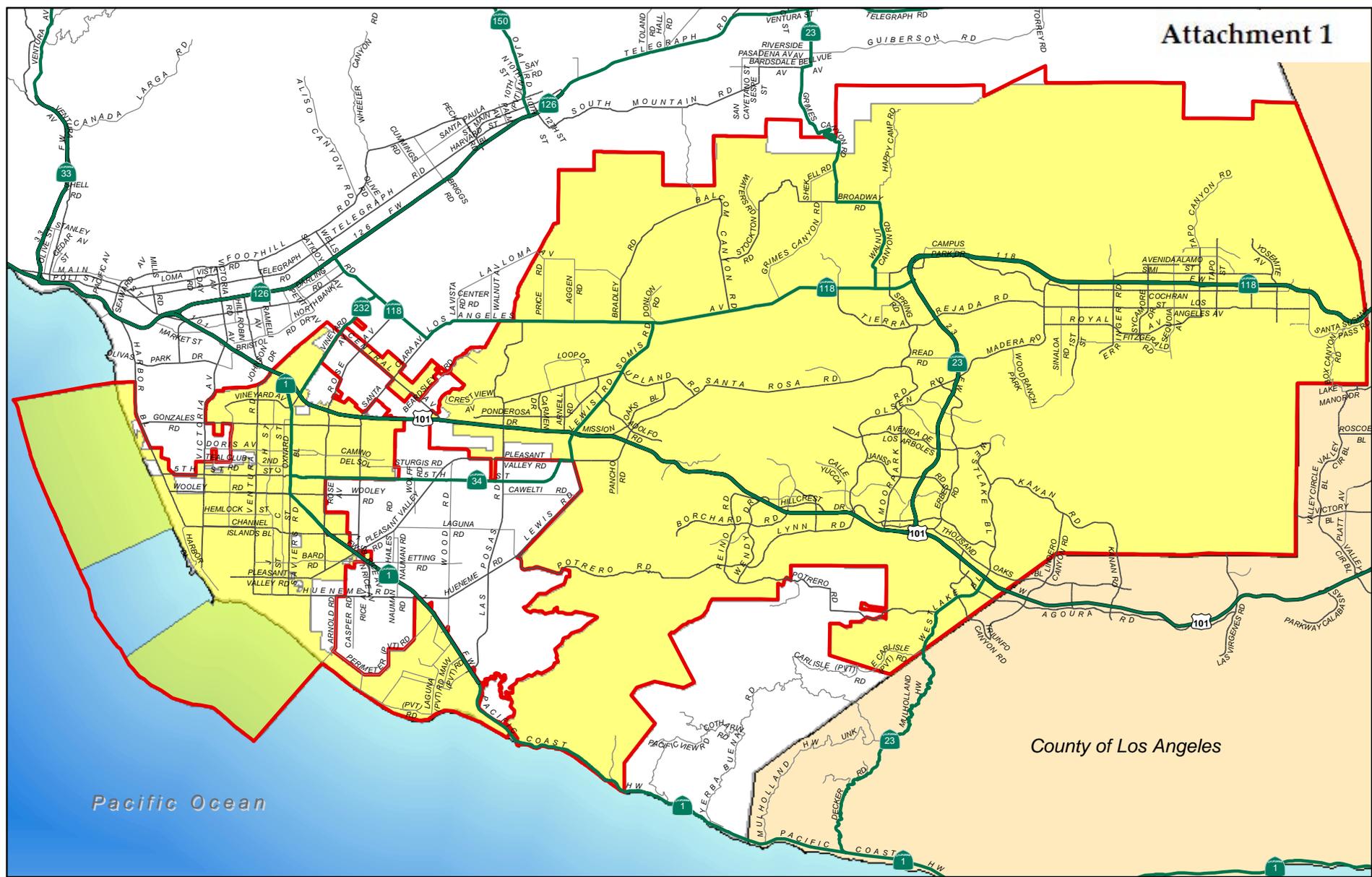
The recommended update to the CSA 29 sphere involves territory that is not known to be a community of interest. Therefore, the sphere of influence update would not result in a detrimental impact to any social or economic communities of interest.

- (5) *For an update of a sphere of influence of a city or special district that provides public facilities or services related to sewers, municipal and industrial water, or structural fire protection. . . the present and probable need for those public facilities and services of any disadvantaged unincorporated communities within the existing sphere of influence. [§ 56425(e)(5)]*

CSA 29's current sphere of influence does not include either of the two communities that the Commission determined met the definition of a disadvantaged unincorporated community (Commissioner's Handbook Section 3.2.5). Therefore, the recommended sphere update will not result in changes to available service within any disadvantaged unincorporated communities.

Attachments:

1. Sphere of Influence Map for the CMWD
2. Area 1 Detail Map for the CMWD
3. Area 2 Detail Map for the CMWD
4. Area 3 Detail Map for the CMWD
5. Area 4 Detail Map for the CMWD
6. Area 5 Detail Map for the CMWD
7. LAFCo 14-10S Resolution
8. Sphere of Influence Map for CSA 29
9. LAFCo 14-11S Resolution



County of Los Angeles

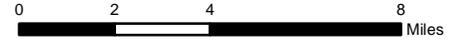
Calleguas Municipal Water District

Current as of:
February 19, 2014



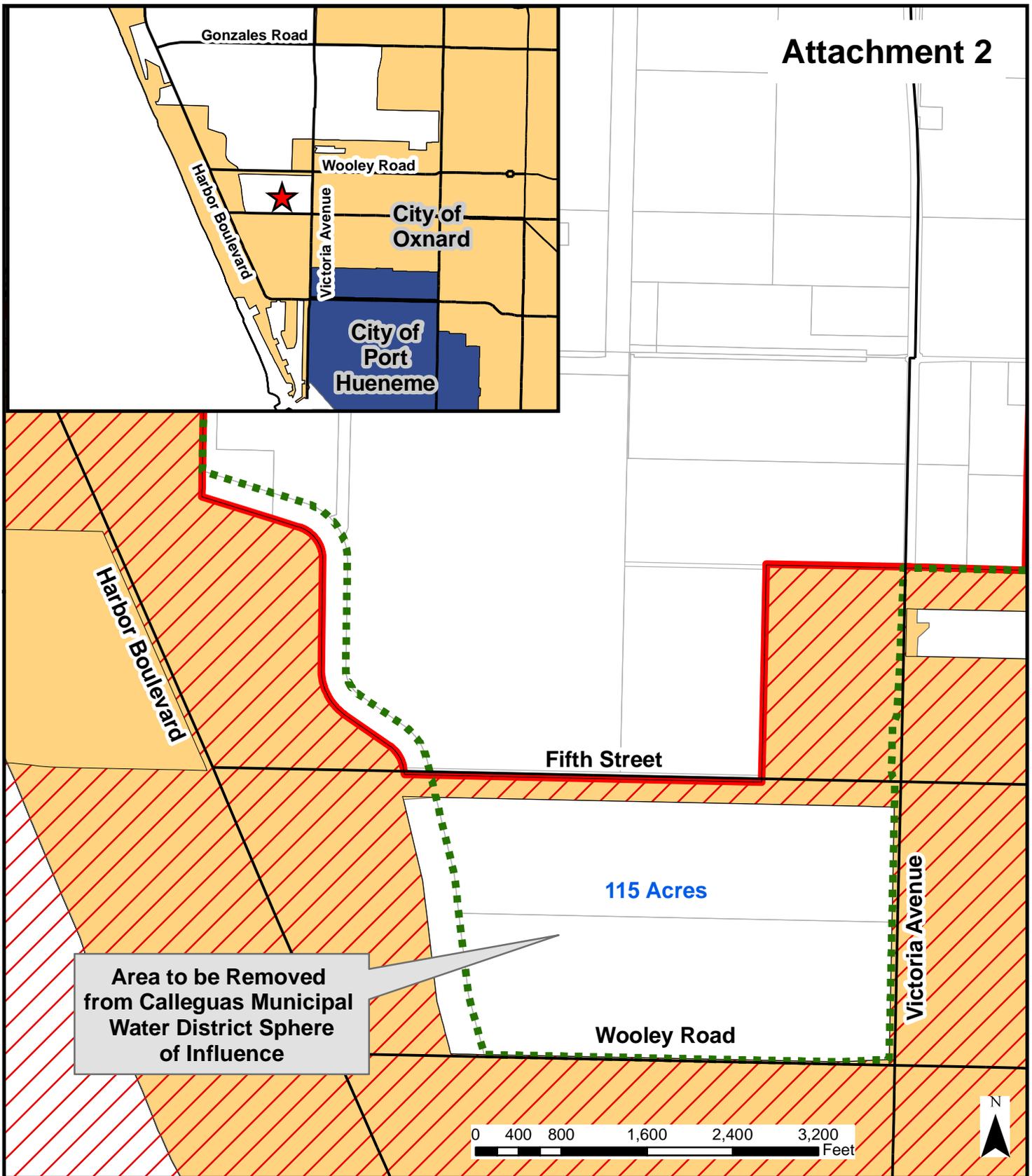
- Legend**
- Calleguas Municipal Water District
255295.45 acres
 - Calleguas Municipal Water District
Sphere of Influence
267748.31 acres

Prepared by County of Ventura - Information Systems Department - GIS Division
State Plane Coordinate System California Zone V - NAD 27



This map was compiled from records and computations

WARNING: The information contained hereon was created by the Ventura County Geographic Information System (GIS), which is designed and operated solely for the convenience of the County and related contract entities. The County does not warrant the accuracy of this information, and no decision involving a risk of economic loss or physical injury should be made in reliance thereon.

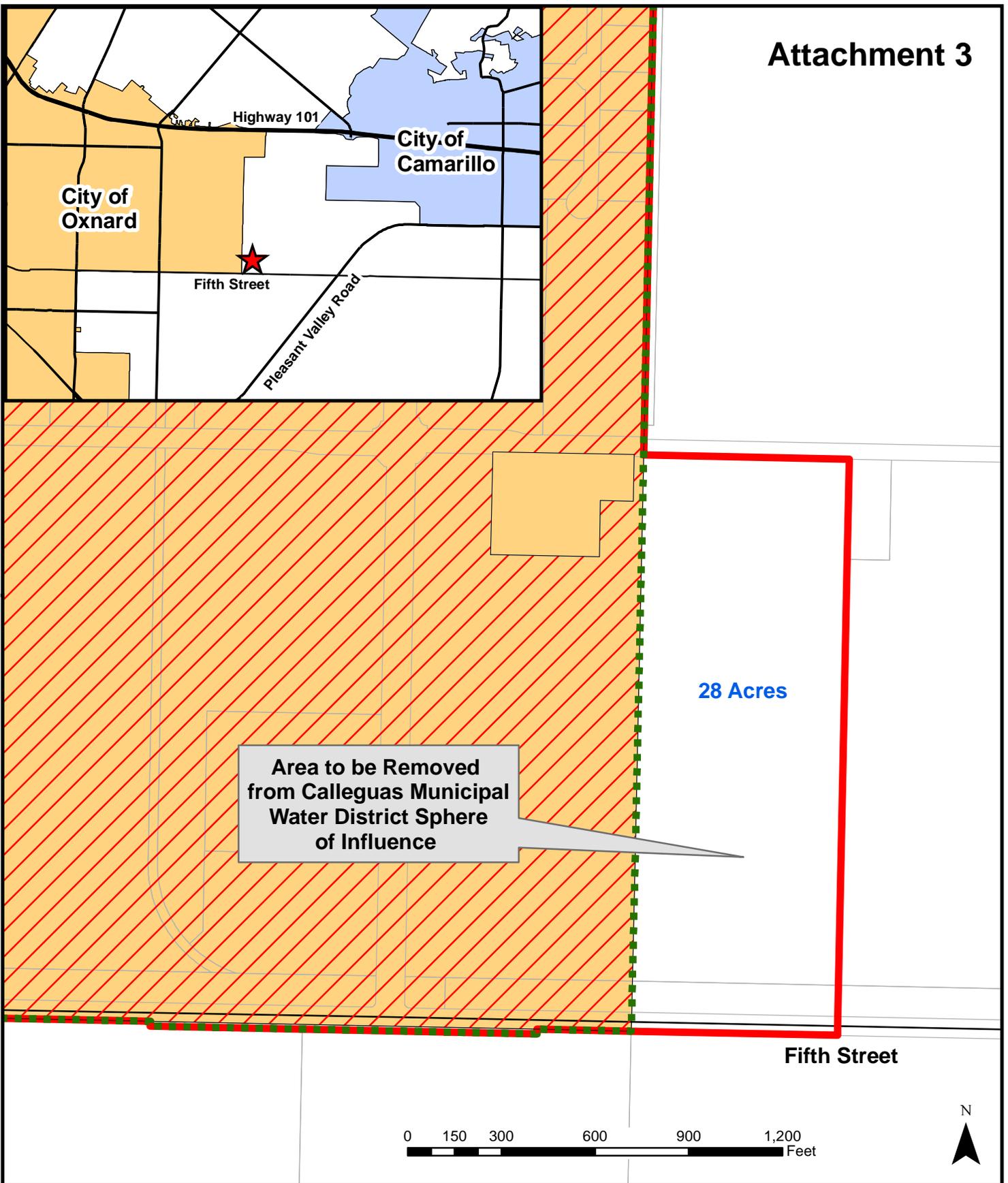


-  Calleguas Municipal Water District Boundary
-  Calleguas Municipal Water District Sphere Boundary
-  City of Oxnard
-  City of Oxnard Sphere of Influence

AREA 1

LAFCo 14-10S
Calleguas Municipal Water
District Sphere of Influence
Proposed Update - July 16, 2014



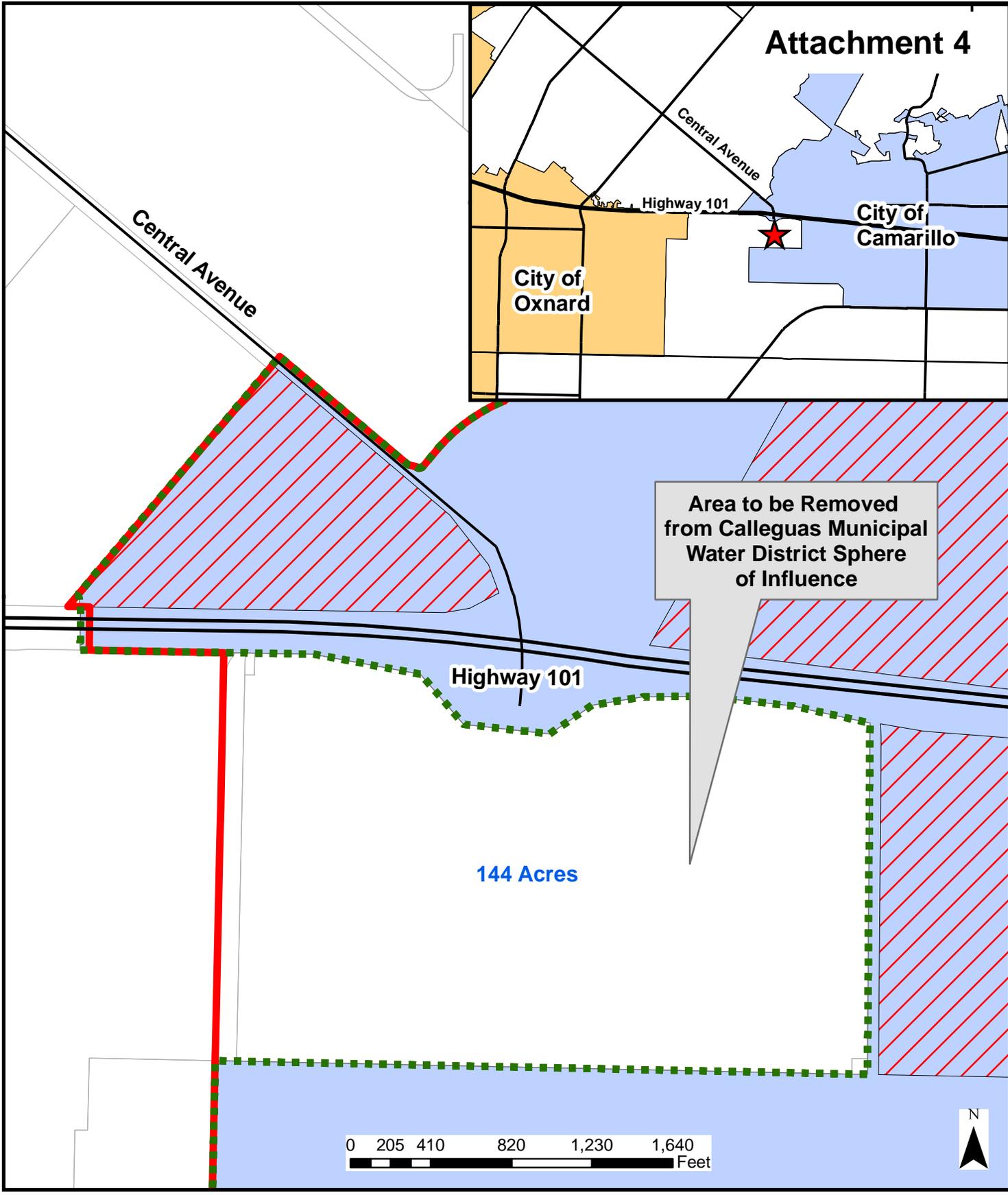


-  Calleguas Municipal Water District Boundary
-  Calleguas Municipal Water District Sphere Boundary
-  City of Oxnard
-  City of Oxnard Sphere of Influence

AREA 2

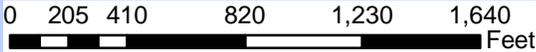
LAFCo 14-10S
Calleguas Municipal Water
District Sphere of Influence
Proposed Update - July 16, 2014





Area to be Removed
from Calleguas Municipal
Water District Sphere
of Influence

144 Acres

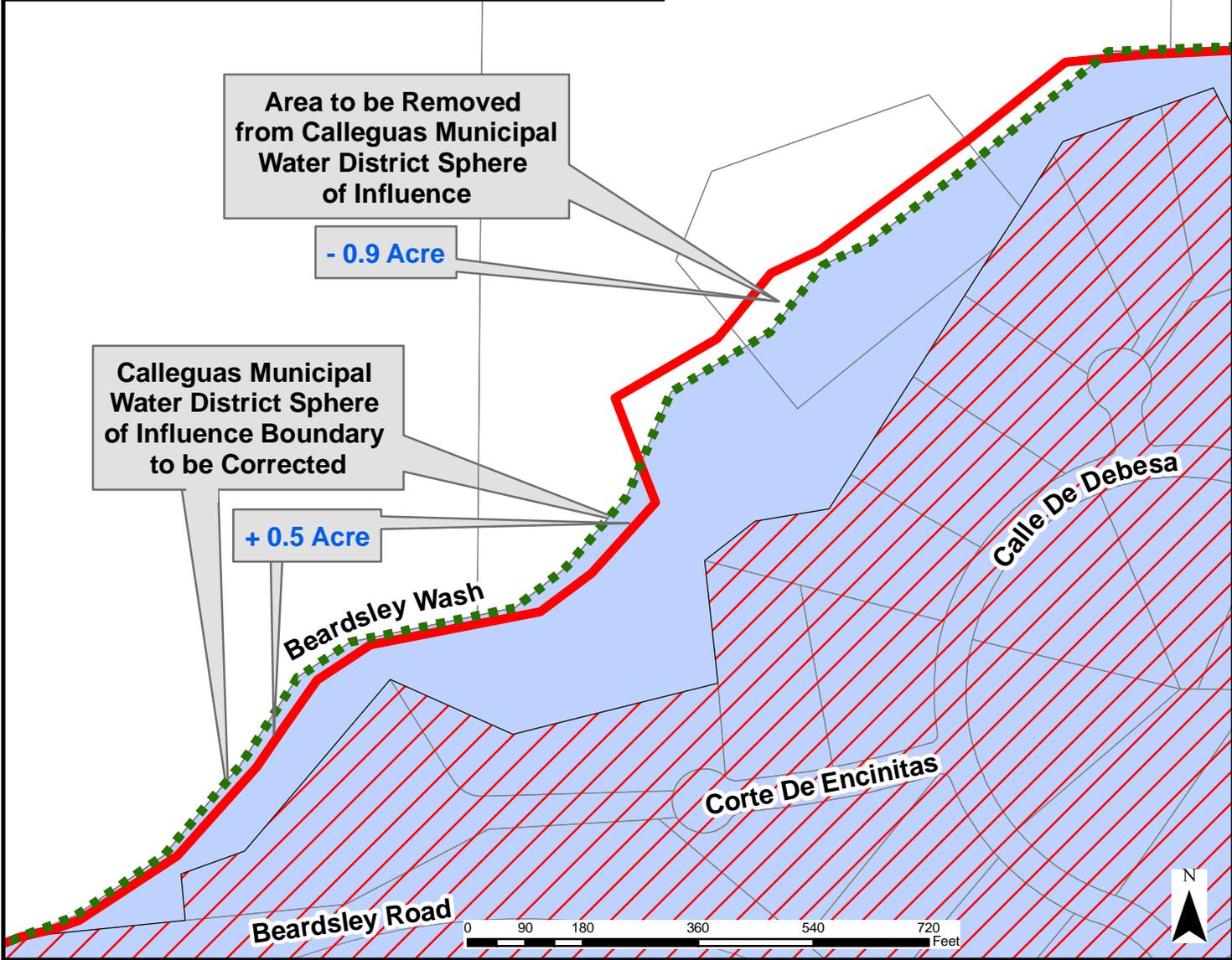
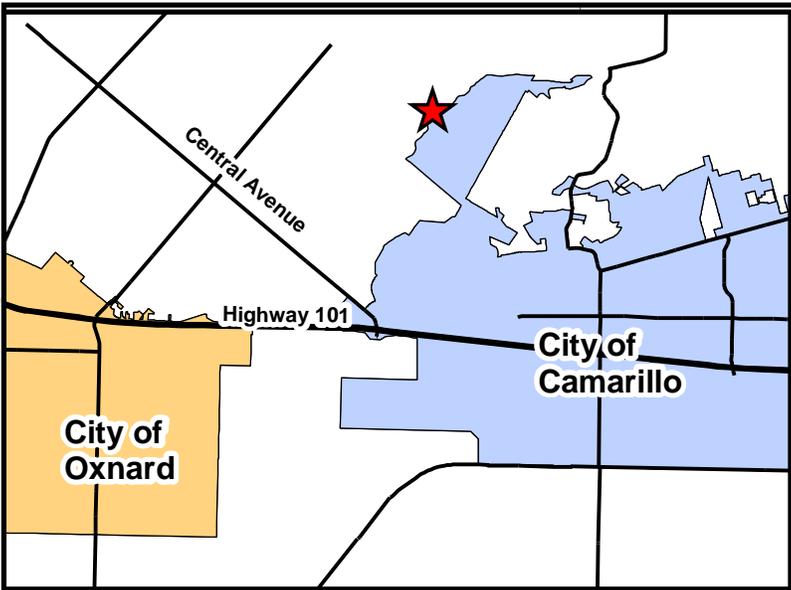


-  Calleguas Municipal Water District Boundary
-  Calleguas Municipal Water District Sphere Boundary
-  City of Camarillo
-  City of Camarillo Sphere of Influence

AREA 3

LAFCo 14-10S
Calleguas Municipal Water
District Sphere of Influence
Proposed Update - July 16, 2014



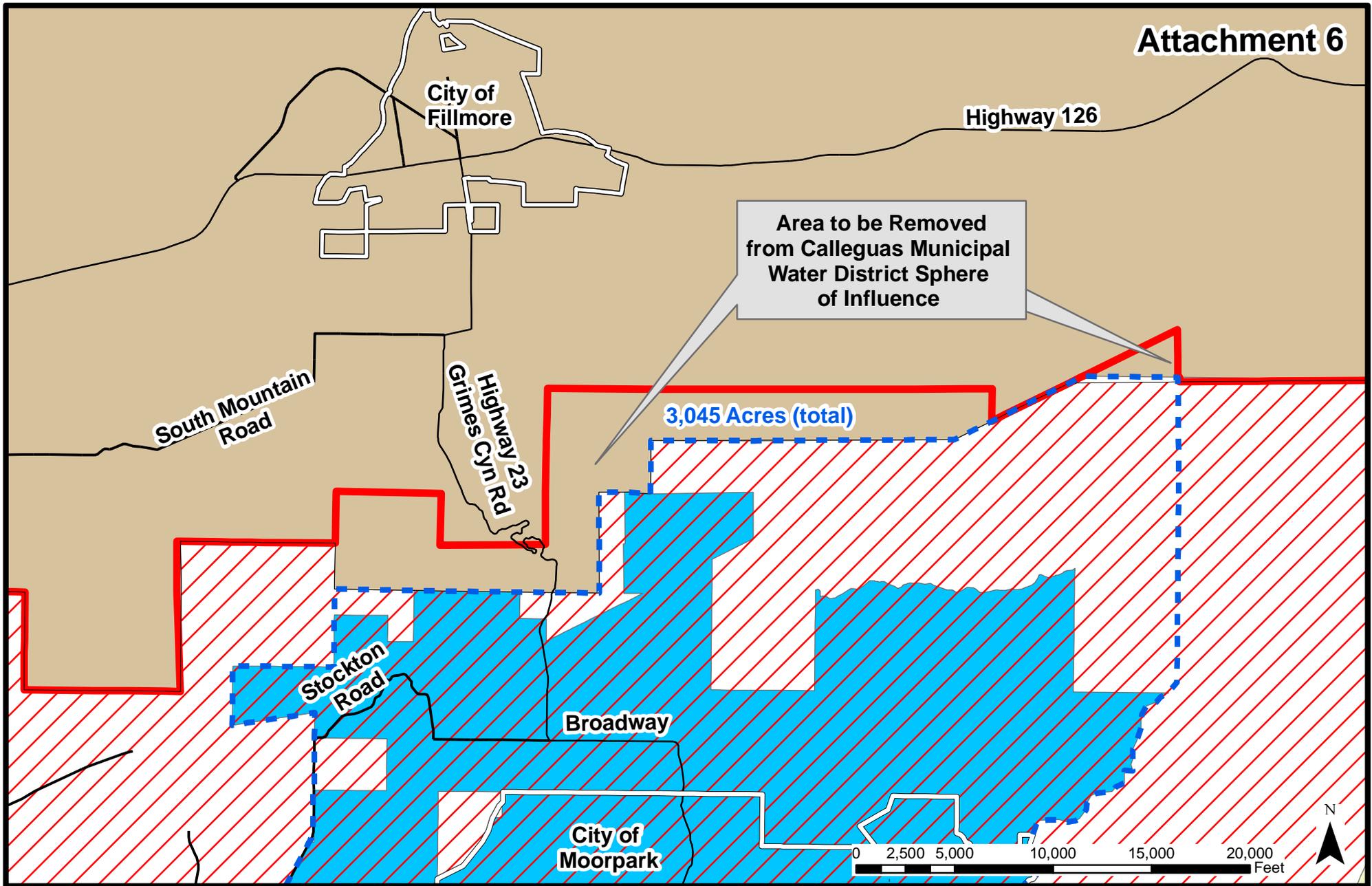


-  Calleguas Municipal Water District Boundary
-  Calleguas Municipal Water District Sphere Boundary
-  City of Camarillo
-  City of Camarillo Sphere of Influence

AREA 4

LAFCo 14-10S
Calleguas Municipal Water
District Sphere of Influence
Proposed Update - July 16, 2014





-  Calleguas Municipal Water District Boundary
-  Calleguas Municipal Water District Sphere of Influence
-  Waterworks District No. 1 Boundary
-  Waterworks District No. 1 Sphere of Influence
-  United Water Conservation District and Sphere of Influence

AREA 5

LAFCo 14-10S
Calleguas Municipal Water
District Sphere of Influence
Proposed Update - July 16, 2014

LAFCO 14-10S

**RESOLUTION OF THE VENTURA LOCAL AGENCY
FORMATION COMMISSION MAKING DETERMINATIONS
AND UPDATING THE SPHERE OF INFLUENCE FOR THE
CALLEGUAS MUNICIPAL WATER DISTRICT**

WHEREAS, Government Code § 56425 et seq. requires the Local Agency Formation Commission (LAFCo or Commission) to develop and determine the sphere of influence of each local governmental agency within the County; and

WHEREAS, Government Code § 56425(g) requires that LAFCo, as necessary, review and update the adopted sphere of influence boundaries on or before January 1, 2008, and every five years thereafter; and

WHEREAS, the Commission updated the Calleguas Municipal Water District (CMWD or District) sphere of influence in 2004 and reviewed the CMWD sphere of influence in 2009; and

WHEREAS, the Commission desires to update the sphere of influence for the CMWD; and

WHEREAS, no change in regulation, land use, or development will occur as a result of updating the CMWD's sphere of influence; and

WHEREAS, at the times and in the manner required by law, the LAFCo Executive Officer gave notice of the consideration of this item by the Commission; and

WHEREAS, the sphere of influence update item was duly considered at a public hearing on July 16, 2014, as specified in the notice of hearing; and

WHEREAS, the Commission heard, discussed, and considered all oral and written testimony for and against the sphere of influence update including, but not limited to, the LAFCo Staff Report dated July 16, 2014 and recommendations.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED by the Commission as follows:

- (1) The LAFCo Staff Report dated July 16, 2014 and recommended update of the sphere of influence are adopted; and
- (2) The subject update is assigned the following distinctive short form designation:

LAFCO 14-10S CALLEGUAS MUNICIPAL WATER DISTRICT SPHERE OF INFLUENCE UPDATE; and

- (3) The sphere of influence update for the CMWD is exempt from CEQA pursuant to § 15061(b)(3) of the CEQA Guidelines, and LAFCo staff is directed to file a Notice of Exemption as the lead agency pursuant to § 15062 of the CEQA Guidelines; and
- (4) The Commission has considered the criteria set forth in Government Code § 56425(e) and determines as follows:

a. *The present and planned land uses in the area, including agricultural and open-space lands. [§ 56425(e)(1)]*

Areas 1, 2, and 3 (as depicted in Exhibit A) all have a County General Plan designation of Agricultural, and are currently planted in agriculture. The portion of Area 4 (as depicted in Exhibit A) within the County has a County General Plan designation of Agricultural. The remaining portion of Area 4 is within the City of Camarillo and is designated as a Waterway. All of Area 4 is within a natural drainage channel known as Beardsley Wash. Area 5 (as depicted in Exhibit A) has a County General Plan designation of Open Space, and currently contains undeveloped open space except for a portion consisting of a rock quarry that is actively being mined. Based on the County General Plan designations, these areas have been planned to remain in agriculture and open space.

b. *The present and probable need for public facilities and services in the area. [§ 56425(e)(2)]*

All areas recommended to be modified as part of the sphere update are used for agriculture, open space, or related purposes. There is no present need for public water service in these areas. Each area is anticipated to remain in its current land use for the foreseeable future, based on existing County General Plan designations. Therefore, there appears to be no need for public water service in the foreseeable future.

c. *The present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide. [§ 56425(e)(3)]*

The sphere of influence update will reduce the size of the District sphere of influence. Therefore, it will not result in new demands on the District that would adversely impact the present capacity of public facilities and adequacy of public services that the District is authorized to provide.

d. *The existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency. [§ 56425(e)(4)]*

None of the recommended updates to the District's sphere involve territory that is known to be a community of interest. Therefore, the sphere of influence update would not result in a detrimental impact to any social or economic communities of interest.

e. *For an update of a sphere of influence of a city or special district that provides public facilities or services related to sewers, municipal and industrial water, or structural fire protection. . . the present and probable need for those public facilities and services of any disadvantaged unincorporated communities within the existing sphere of influence. [§ 56425(e)(5)]*

While the CMWD's sphere of influence includes the Nyeland Acres community [(one of two communities that the Commission determined met the definition of a disadvantaged unincorporated community (Commissioner's Handbook Section 3.2.5)], adjacent to the City of Oxnard, no modification of the sphere of influence within Nyeland Acres is recommended. Therefore, the recommended sphere update will not result in changes to available service within any disadvantaged unincorporated communities.

- (5) The sphere of influence for the CMWD is hereby updated as generally depicted in Exhibit A, "Proposed Sphere of Influence, July, 2014," attached hereto; and

- (6) No municipal service review is necessary, pursuant to Government Code § 56430(a); and
- (7) LAFCo staff is directed to have the official Geographic Information System (GIS) sphere of influence data maintained for the Ventura LAFCo by the Ventura County Information Technology Services Department as the official sphere of influence record for the CMWD updated consistent with this action.

This resolution was adopted on July 16, 2014.

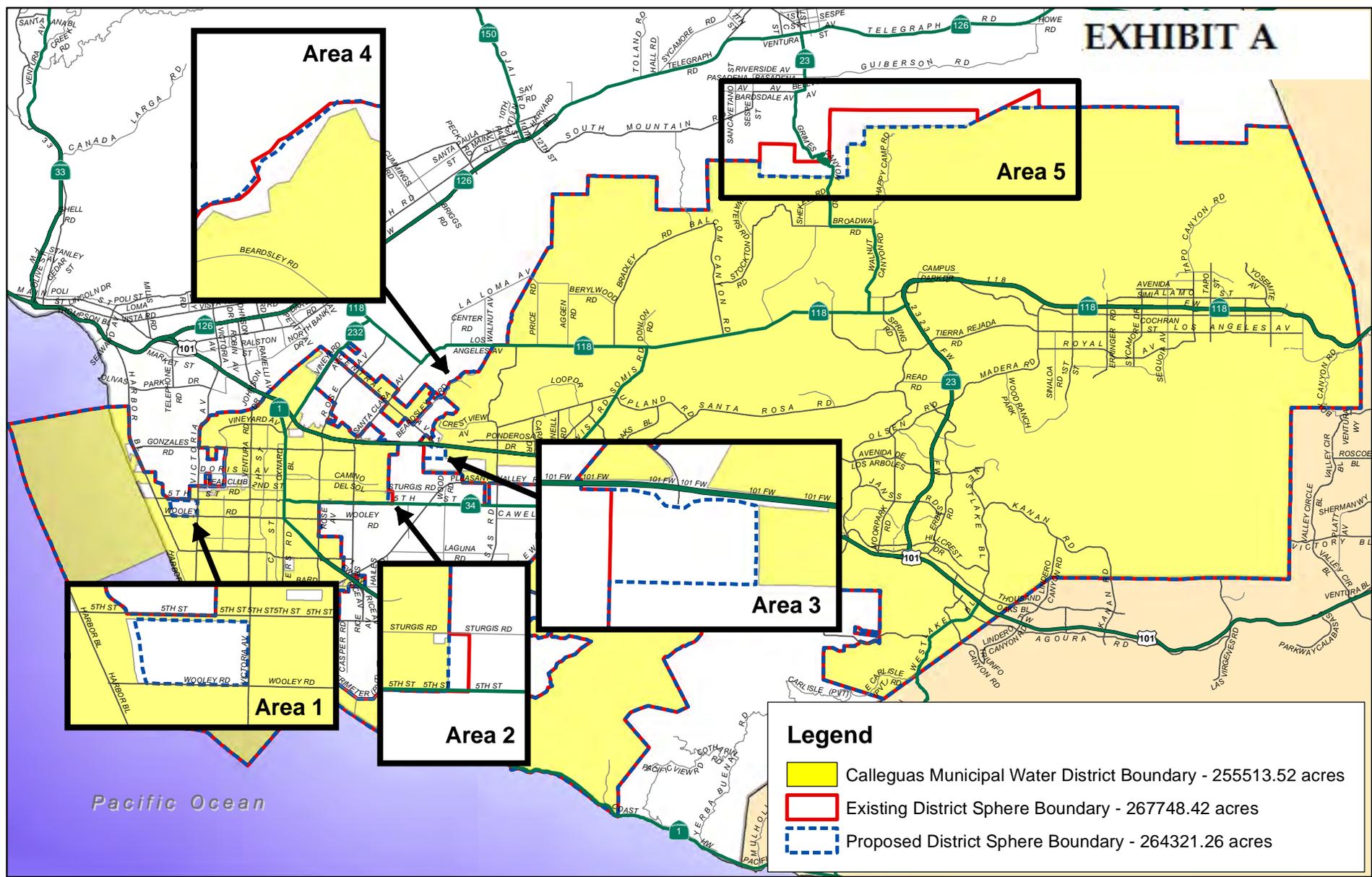
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| Commissioner Dandy | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
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| Commissioner Zaragoza | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Alt. Commissioner Bennett | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
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| 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

- c: Calleguas Municipal Water District
- City of Oxnard
- City of Camarillo
- Ventura County Water and Sanitation Department
- United Water Conservation District
- Ventura County GIS Officer
- Ventura County Planning Division

EXHIBIT A



Legend

- Calleguas Municipal Water District Boundary - 255513.52 acres
- Existing District Sphere Boundary - 267748.42 acres
- Proposed District Sphere Boundary - 264321.26 acres

Calleguas Municipal Water District Ventura LAFCO Proposed Sphere of Influence July, 2014



Prepared by County of Ventura - Information Systems Department - GIS Division
State Plane Coordinate System California Zone V - NAD 27

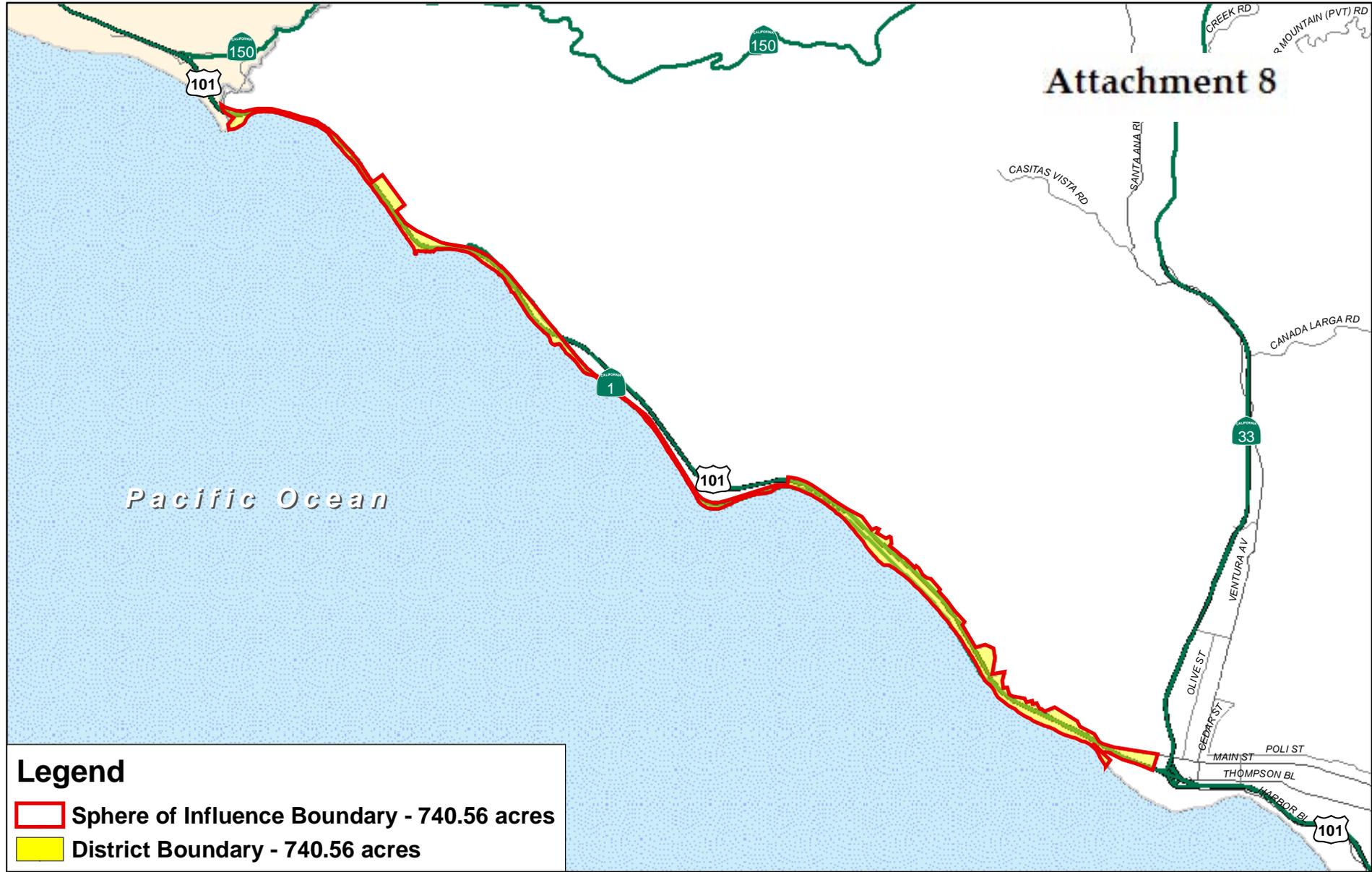
This map was compiled from records and computations

WARNING: The information contained hereon was created by the Ventura County Geographic Information System (GIS), which is designed and operated solely for the convenience of the County and related contract entities. The County does not warrant the accuracy of this information, and no decision involving a risk of economic loss or physical injury should be made in reliance thereon.

Published July, 2014



Attachment 8



Legend

-  Sphere of Influence Boundary - 740.56 acres
-  District Boundary - 740.56 acres

Ventura County Service Area No. 29 Sphere on Influence

As Reviewed by the Ventura LAFCO - January 21, 2009

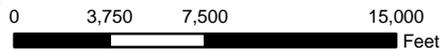
Prepared by County of Ventura - IT Services Department - GIS Services

State Plane Coordinate System California Zone V - NAD 27

This map was compiled from records and computations

Published: 51 August, 2009

WARNING: The information contained hereon was created by the Ventura County Geographic Information System (GIS), which is designed and operated solely for the convenience of the County and related contract entities. The County does not warrant the accuracy of this information, and no decision involving a risk of economic loss or physical injury should be made in reliance thereon.



LAFCO 14-11S

**RESOLUTION OF THE VENTURA LOCAL AGENCY
FORMATION COMMISSION MAKING DETERMINATIONS
AND UPDATING THE SPHERE OF INFLUENCE FOR
VENTURA COUNTY SERVICE AREA NO. 29**

WHEREAS, Government Code § 56425 et seq. requires the Local Agency Formation Commission (LAFCo or Commission) to develop and determine the sphere of influence of each local governmental agency within the County; and

WHEREAS, Government Code § 56425(g) requires that LAFCo, as necessary, review and update the adopted sphere of influence boundaries on or before January 1, 2008, and every five years thereafter; and

WHEREAS, the Commission reviewed the County Service Area No. 29 (CSA 29) sphere of influence in 2004 and 2009; and

WHEREAS, the Commission desires to update the sphere of influence for CSA 29; and

WHEREAS, no change in regulation, land use, or development will occur as a result of updating the CSA 29's sphere of influence; and

WHEREAS, at the times and in the manner required by law, the LAFCo Executive Officer gave notice of the consideration of this item by the Commission; and

WHEREAS, the sphere of influence update item was duly considered at a public hearing on July 16, 2014, as specified in the notice of hearing; and

WHEREAS, the Commission heard, discussed, and considered all oral and written testimony for and against the sphere of influence update including, but not limited to, the LAFCo Staff Report dated July 16, 2014 and recommendations.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED by the Commission as follows:

- (1) The LAFCo Staff Report dated July 16, 2014 and recommended update of the sphere of influence are adopted; and
- (2) The subject update is assigned the following distinctive short form designation:

LAFCO 14-11S VENTURA COUNTY SERVICE AREA NO. 29 SPHERE OF INFLUENCE UPDATE; and

(3) The sphere of influence update for CSA 29 is exempt from CEQA pursuant to § 15061(b)(3) of the CEQA Guidelines, and LAFCo staff is directed to file a Notice of Exemption as the lead agency pursuant to § 15062 of the CEQA Guidelines; and

(4) The Commission has considered the criteria set forth in Government Code § 56425(e) and determines as follows:

a. *The present and planned land uses in the area, including agricultural and open-space lands. [§ 56425(e)(1)]*

The area to be removed from the CSA 29 sphere of influence is designated by the County General Plan as an Existing Community, and is developed as a residential beach community consisting of single-family dwellings. Based on the County General Plan designation, this area is planned to remain as a residential community.

b. *The present and probable need for public facilities and services in the area. [§ 56425(e)(2)]*

The sphere of influence update is not the result of a change in demand for public facilities and services. The area recommended to be removed from the CSA 29 sphere receives equivalent service from the Carpinteria Sanitary District. Therefore, there is no present or probable need for public facilities and services provided by CSA 29.

c. *The present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide. [§ 56425(e)(3)]*

The sphere of influence update will reduce the size of the CSA 29 sphere. Therefore, the sphere of influence update will not create new demand on CSA 29 that would adversely impact the present capacity of public facilities and adequacy of public services that CSA 29 is authorized to provide.

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

[§ 56425(e)(4)]

The recommended update to the CSA 29 sphere involves territory that is not known to be a community of interest. Therefore, the sphere of influence update would not result in a detrimental impact to any social or economic communities of interest.

- e. *For an update of a sphere of influence of a city or special district that provides public facilities or services related to sewers, municipal and industrial water, or structural fire protection. . . the present and probable need for those public facilities and services of any disadvantaged unincorporated communities within the existing sphere of influence.*** [§ 56425(e)(5)]

CSA 29's current sphere of influence does not include either of the two communities that the Commission determined met the definition of a disadvantaged unincorporated community (Commissioner's Handbook Section 3.2.5). Therefore, the recommended sphere update will not result in changes to available service within any disadvantaged unincorporated communities.

- (5) The sphere of influence for CSA 29 is hereby updated as generally depicted in Exhibit A, "Proposed Sphere of Influence, July, 2014," attached hereto; and
- (6) No municipal service review is necessary, pursuant to Government Code § 56430(a); and
- (7) LAFCo staff is directed to have the official Geographic Information System (GIS) sphere of influence data maintained for the Ventura LAFCo by the Ventura County Information Technology Services Department as the official sphere of influence record for CSA 29 updated consistent with this action.

This resolution was adopted on July 16, 2014.

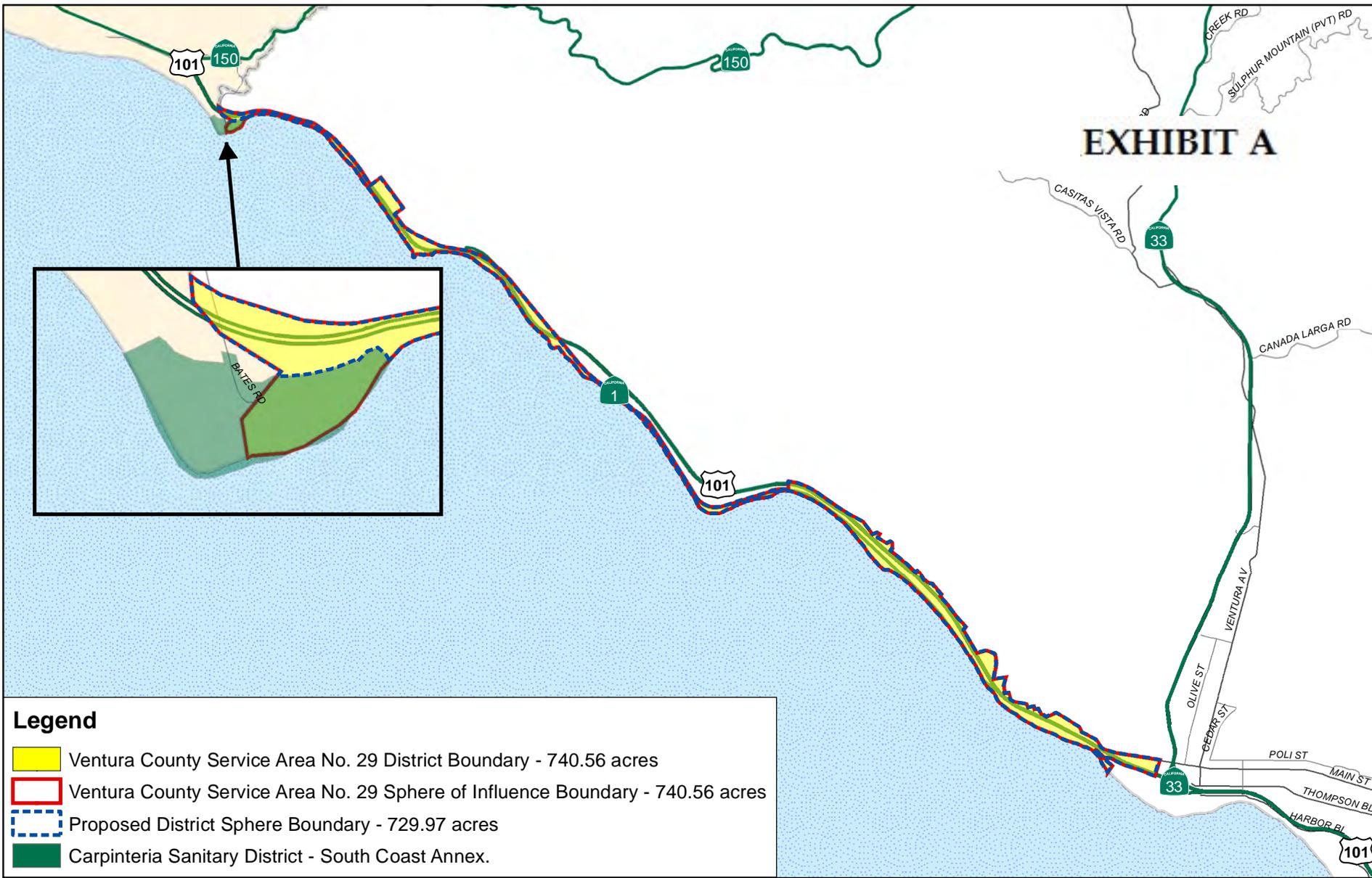
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| Alt. Commissioner Smith | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Dated: _____
Chair, Ventura Local Agency Formation Commission

Attachments: Exhibit A

c: Ventura County Water and Sanitation Department
Carpinteria Sanitary District
Santa Barbara LAFCo
Ventura County GIS Officer
Ventura County Planning Division

EXHIBIT A



Legend

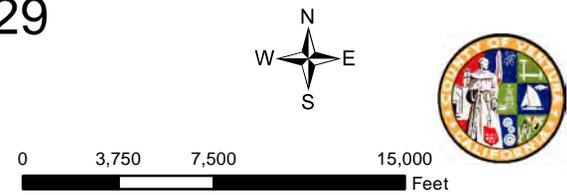
- Ventura County Service Area No. 29 District Boundary - 740.56 acres
- Ventura County Service Area No. 29 Sphere of Influence Boundary - 740.56 acres
- Proposed District Sphere Boundary - 729.97 acres
- Carpinteria Sanitary District - South Coast Annex.

Ventura County Service Area No. 29 Ventura LAFCO Proposed Sphere of Influence July, 2014

Prepared by County of Ventura - Information Systems Department - GIS Division
State Plane Coordinate System California Zone V - NAD 27

This map was compiled from records and computations

Published: ⁵⁶ July, 2014



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WARNING: The information contained hereon was created by the Ventura County Geographic Information System (GIS), which is designed and operated solely for the convenience of the County and related contract entities. The County does not warrant the accuracy of this information, and no decision involving a risk of economic loss or physical injury should be made in reliance thereon.



VENTURA LOCAL AGENCY FORMATION COMMISSION

STAFF REPORT

Meeting Date: July 16, 2014

Agenda Item 12

TO: LAFCo Commissioners

FROM: Kai Luoma, Executive Officer

SUBJECT: 2014 Conflict of Interest Code

RECOMMENDATION:

- A. Adopt the attached Resolution amending the Conflict of Interest Code.
- B. Authorize the Executive Officer to sign the 2014 Local Agency Biennial Notice to the Clerk of the Board of Supervisors stating that amendments were made to the current Conflict of Interest Code.

DISCUSSION:

The California Government Code requires local government agencies to adopt a conflict of interest code. The Government Code also specifies that the Board of Supervisors is the code reviewing body for any local government agency with jurisdiction wholly within the County. LAFCo is a local government agency as defined by these provisions of the Government Code. The Commission first adopted a conflict of interest code in 1993. It was last amended in 2006.

The Government Code also requires that public agencies biennially review their conflict of interest code in even numbered years to determine if the existing code is current or in need of amendment. A written statement stating the code is current or transmitting any amendments must be filed with the Clerk of the Board of Supervisors no later than October 1, 2014.

The Commission's current Conflict of Interest Code (Chapter 2, Division 1 of the Commissioner's Handbook) provides that all designated persons shall file statements of economic interest (Form 700s) with the Executive Officer. A copy of the form filed by Commissioners and the Executive Officer are retained in the LAFCo office and the original is forwarded to the County Clerk. The form filed by the Deputy Executive Officer/Analyst and Legal Counsel is retained in the LAFCo office.

COMMISSIONERS AND STAFF

COUNTY:
 Linda Parks, Chair
 John Zaragoza
Alternate:
 Steve Bennett

CITY:
 Carl Morehouse
 Janice Parvin
Alternate:
 Carol Smith

DISTRICT:
 Bruce Dandy
 Vacant
Alternate:
 Elaine Freeman

PUBLIC:
 Linda Ford-McCaffrey, Vice Chair

Alternate:
 Lou Cunningham

Executive Officer
 Kai Luoma, AICP

Analyst
 Andrea Ozdy

Office Mgr/Clerk
 Debbie Schubert

Legal Counsel
 Michael Walker

In June 2014, the Board of Supervisors authorized the Clerk of the Board to act as the Filing Officer for all public officials designated as filing Form 700s in the Conflict of Interest Code of all non-County-related local agencies for which the Board of Supervisors serves as the code reviewing body. Thus, if the Commission so chooses, it may designate the Clerk of the Board as the Filing Officer for all designated filers beginning in January 2015. The Clerk of the Board would be responsible for providing all notifications to the designated filers and performing all duties associated with the Filing Officer pursuant to applicable regulations. In addition, the Clerk of the Board utilizes a paperless e-disclosure system, which allows the filing of forms electronically.

LAFCo staff recommends that the Commission adopt an amended Conflict of Interest Code that designates the Clerk of the Board as the Filing Officer (Exhibit A of the attached Resolution). The recommended amended code is based on a template provided by the Clerk of the Board. Other non-substantive changes to the Code are also recommended. The change does not alter the requirements to file annual conflict of interest statements by the Commissioners, nor are any of the disclosure categories changed.

Attachment: 1. Resolution Amending the Conflict of Interest Code

**RESOLUTION OF THE VENTURA LOCAL AGENCY
FORMATION COMMISSION AMENDING THE
COMMISSION'S CONFLICT OF INTEREST CODE**

WHEREAS, the Political Reform Act of 1974, California Government Code Section 81000 et seq., requires local government agencies to adopt and promulgate Conflict of Interest Codes; and

WHEREAS, the Ventura Local Agency Formation Commission (LAFCo or Commission) adopted a Conflict of Interest Code in 1993, made non-substantive amendments in 2000, and made amendments in 2004 and 2006 to account for changes in classifications/job titles; and

WHEREAS, California Government Code Section 87306 requires Conflict of Interest Codes be amended when a change is necessitated by changed circumstances; and

WHEREAS, California Government Code Section 87306.5 requires every local agency to review its Conflict of Interest Code in even-numbered years and, if a change is necessitated by changed circumstances, to submit an amended Conflict of Interest Code to the County Board of Supervisors by October 1; and

WHEREAS, the Commission desires to designate the Clerk of the Board of Supervisors as the Filing Officer, effective January 1, 2015, for all LAFCo-designated filers of statements of economic interest, and the Conflict of Interest Code should be updated to reflect this change;

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

- (1) Amends its Conflict of Interest Code as set forth in Attachment A, attached hereto and made a part hereof.
- (2) Directs the Executive Officer to file this amended Conflict of Interest Code with the Clerk of the Ventura County Board of Supervisors no later than October 1, 2014.
- (3) Directs the Executive Officer to compile this amendment in a format to replace Division 1 – Operational Rules & Regulations, Chapter 2 – Amended Conflict of Interest Code, in the Commissioner's Handbook.

This resolution was adopted on July 16, 2014.

| | AYE | NO | ABSTAIN | ABSENT |
|------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Commissioner Dandy | <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 Zaragoza | <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

2014 CONFLICT OF INTEREST CODE

VENTURA LOCAL AGENCY FORMATION COMMISSION

The Political Reform Act of 1974, Government Code Section 81000 et seq., requires local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code Regs., Section 18730) which contains the terms of a standard Conflict of Interest Code, which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings.

The terms of California Code of Regulations, Title 2, Section 18730, and any amendment to it duly adopted by the Fair Political Practice Commission, are hereby incorporated by reference as the Conflict of Interest Code for the Ventura Local Agency Formation Commission, and along with the attached Exhibit A, which designates positions requiring disclosure, and Exhibit B, which sets forth disclosure categories for each designated position, constitute the Conflict of Interest Code of the Ventura Local Agency Formation Commission. Beginning January 1, 2015, persons holding positions designated in Exhibit A shall file Form 700 Statements of Economic Interest with the Clerk of the Board of the Ventura County Board of Supervisors' Office, which shall be the Filing Officer.

IN PREPARING THE FORM 700, DESIGNATED FILERS NEED ONLY DISCLOSE THOSE FINANCIAL INTERESTS FALLING WITHIN THE DISCLOSURE CATEGORIES DESIGNATED FOR THAT FILER'S POSITION AS STATED IN EXHIBITS A AND B.

APPROVED AND ADOPTED this 16th day of July, 2014

By: _____
Linda Parks, Chair
Local Agency Formation Commission

EXHIBIT A – DESIGNATED POSITIONS

| # OF POSITIONS | POSITION TITLE | DISCLOSURE CATEGORIES (From Exhibit B) |
|-----------------------|--------------------------|--|
| 7 | COMMISSIONER | 1 |
| 4 | ALTERNATE COMMISSIONER | 1 |
| 1 | EXECUTIVE OFFICER | 1 |
| 1 | DEPUTY EXECUTIVE OFFICER | 1 |
| 1 | ANALYST | 1 |
| 1 | LEGAL COUNSEL | 1 |
| | CONSULTANTS ¹ | |

¹ The disclosure requirement of a consultant will be determined on a case-by-case basis by the Executive Officer. The determination of whether a consultant has disclosure requirements shall be made in writing on a Fair Political Practices Commission Form 805. The determination should include a description of the consultant’s duties and based upon that description, a statement of the extent, if any, of the disclosure requirements. Each Form 805 is a public record and will be retained for public inspection in the same manner and location as the Conflict of Interest Code.

EXHIBIT B – DISCLOSURE CATEGORIES

The terms *italicized* below have specific meaning under the Political Reform Act. In addition, the financial interests of a spouse, domestic partner and dependent children of the public official holding the designated position may require reporting. Consult the instructions and reference pamphlet of the Form 700 for explanation.

Category 1 – BROADEST DISCLOSURE

[SEE FORM 700 SCHEDULES A-1, A-2, B, C, D and E]

- (1) All sources of *income, gifts, loans and travel payments*;
- (2) All *interests in real property*; and
- (3) All *investments and business positions in business entities*.

Category 2 – REAL PROPERTY

[SEE FORM 700 SCHEDULE B]

All *interests in real property*, including *interests in real property* held by *business entities* and trusts in which the public official holds a business position or has an *investment* or other financial interest.

Category 3 – LAND DEVELOPMENT, CONSTRUCTION AND TRANSACTION

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All *investments, business positions* and sources of *income, gifts, loans and travel payments*, from sources which engage in land development, construction, or real property acquisition or sale.

Category 4 – PROCUREMENT

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All *investments, business positions* and sources of *income, gifts, loans and travel payments*, from sources which provide services, supplies, materials, machinery or equipment which the designated position procures or assists in procuring on behalf of their agency or department.

Category 5 – REGULATION AND PERMITTING

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All *investments, business positions* and sources of *income, gifts, loans and travel payments*, from sources which are subject to the regulatory, permitting or licensing authority of, or have an application or license pending before, the designated position's agency or department.

Category 6 – FUNDING

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All *investments, business positions* and sources of *income, gifts, loans and travel payments*, from sources which receive grants or other funding from or through the designated position's agency or department.



VENTURA LOCAL AGENCY FORMATION COMMISSION
STAFF REPORT

Meeting Date: July 16, 2014

Agenda Item 13

TO: LAFCo Commissioners

FROM: Kai Luoma, Executive Officer

SUBJECT: Commissioner’s Handbook Section 3.2.4.1– Policy Direction

RECOMMENDATION:

Direct staff as appropriate.

BACKGROUND:

At the April 16, 2014 LAFCo meeting, the Commission directed staff to provide an analysis of Commissioner’s Handbook Section 3.2.4.1 regarding general plan consistency. An analysis was provided to the Commission at the May 21, 2014 LAFCo meeting, at which the Commission directed staff to refine and clarify current policy for the Commission’s consideration at a subsequent meeting.

Handbook Section 3.2.4.1 currently provides:

- 3.2.4.1 Consistency with General and Specific Plans: Unless exceptional circumstances are shown, LAFCo will not approve a proposal unless it is consistent with the applicable general plan and any applicable specific plan. For purposes of this policy, the applicable general plan is as follows:
- (a) For proposals by a city, the general plan of the city.
 - (b) For proposals by a district, where the affected territory lies within an adopted sphere of influence of a city, the general plan of the city.
 - (c) For proposals by a district, where the affected territory lies outside an adopted city sphere of influence, the Ventura County General Plan.

The issue raised at the April meeting pertained to the application of this policy to a city annexation that involved territory designated by the County general plan as “open space”, but designated by the annexing city’s general plan for residential use. In the past, this policy

COMMISSIONERS AND STAFF

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|---|---|--|---|
| COUNTY: Linda Parks, Chair John Zaragoza <i>Alternate:</i> Steve Bennett | CITY: Carl Morehouse Janice Parvin <i>Alternate:</i> Carol Smith | DISTRICT: Bruce Dandy Vacant <i>Alternate:</i> Elaine Freeman | PUBLIC: Linda Ford-McCaffrey, Vice Chair <i>Alternate:</i> Lou Cunningham |
| Executive Officer: Kai Luoma, AICP | Analyst Andrea Ozdy | Office Mgr/Clerk Debbie Schubert | Legal Counsel Michael Walker |

has been applied to mean that in order for the Commission to approve an annexation to a city or to a district within a city sphere of influence, the only general plan policies it would need to consider are those of the city.

DISCUSSION

Current Application of Handbook Section 3.2.4.1

As explained in greater detail in the May 16, 2014 staff report (Attachment 1) the definition of “open space” found in LAFCo law requires that the area so designated 1) contain an open space use *and* 2) be designated as “open space” in the general plan. As Handbook Section 3.2.4.1 is currently applied, for annexations to a city or to a district within a city sphere of influence, if the city’s general plan does not designate the subject territory as “open space”, the area no longer meets the definition of open space in LAFCo law, even if the area is designated as “open space” by the County general plan. Because state law and local policies generally provide that the primary purpose for annexation to cities is to allow for urban development, the City general plan would normally designate the area to be annexed for land uses other than “open space”. As a result, the impacts to open space lands would not be a consideration of LAFCo for most, if not all, annexations to cities or to districts within a city sphere.

The Handbook currently contains various policies related to the preservation of open space (Section 3.3.5 – Attachment 2). These policies contain findings and factors to be considered by the Commission when making determinations on a proposal that will convert either agricultural or open space lands to other uses. However, pursuant to the current application of Section 3.2.4.1, the Commission’s open space preservation policies found in Section 3.3.5 would normally apply only under the following rare circumstance:

1. The County approves a development project located in an area designated as “open space” by the County general plan that would result in the conversion of the open space use;
2. The site is located in unincorporated area outside the sphere of influence of a city; and
3. The project site is proposed to be annexed to a special district.

Open Space Provisions in LAFCo Law

The current application of Handbook Section 3.2.4.1 regarding open space appears to be inconsistent with LAFCo law. Govt. Code § 56377 provides:

“In reviewing and approving or disapproving proposals which could reasonably be expected to induce, facilitate, or lead to the conversion of existing open-space lands to uses other than open-space uses, the commission shall consider all of the following policies and priorities:

(a) Development or use of land for other than open-space uses shall be guided away from existing prime agricultural lands in open-space use

toward areas containing nonprime agricultural lands, unless that action would not promote the planned, orderly, efficient development of an area.

(b) Development of existing vacant or nonprime agricultural lands for urban uses within the existing jurisdiction of a local agency or within the sphere of influence of a local agency should be encouraged before any proposal is approved which would allow for or lead to the development of existing open-space lands for non-open-space uses which are outside of the existing jurisdiction of the local agency or outside of the existing sphere of influence of the local agency.” (underline added)

Pursuant to this section of the Govt. Code, LAFCo must consider the impact to open space lands that may result from all proposals that it reviews and acts upon. Furthermore, such consideration applies to “existing open-space lands”, or open space lands existing at the time the Commission considers a proposal, which includes land so designated by the County general plan. Thus, a local policy that precludes the Commission from considering impacts to land currently designated as “open space” by the County general plan as part of an annexation to a city or to a district within a city sphere of influence would be inconsistent with these provisions of LAFCo law.

Commission Policies

LAFCo law provides that the preservation of open space is one of the purposes of LAFCo (Govt. Code § 56301). LAFCo law (Govt. Code § 56300) further provides that each LAFCo shall establish written policies and procedures that encourage and provide planned, well ordered, efficient development patterns, with “appropriate consideration of preserving open-space and agricultural lands...” (underline added).

Section 3.3.5 of the Commissioner’s Handbook already contains policies that provide appropriate consideration for the preservation of open space and agricultural lands. These policies do not preclude the Commission from approving proposals that will convert agricultural and open space land, but do require that the Commission determine that the proposed conversion will nevertheless result in “planned, orderly, and efficient development.”

As currently worded, Section 3.2.4.1 could be interpreted to mean that though consistency with the applicable general plan is required, such consistency does not necessarily preclude the Commission’s consideration of any other factors, such as the preservation of existing open space or other applicable factors in state law or the Handbook. Such an interpretation would allow for the Commission to consider the factors and findings pertaining to the preservation of open space found in Handbook Section 3.3.5 as part of all proposals that would affect open space. This would be similar to the factors and findings the Commission considers for proposals that result in the conversion of agricultural land. It appears that this interpretation and application of Section 3.2.4.1 would be consistent with the aforementioned provisions of LAFCo law and would not result in the need to amend the Handbook.

- Attachments: 1. Staff Report, May 21, 2014
2. Commissioner’s Handbook Section 3.3.5



VENTURA LOCAL AGENCY FORMATION COMMISSION
STAFF REPORT

Meeting Date: May 21, 2014

Agenda Item 11

TO: LAFCo Commissioners
FROM: Kai Luoma, Executive Officer 
SUBJECT: Commissioner’s Handbook Section 3.2.4.1– Policy Direction

RECOMMENDATION:

Direct staff as appropriate.

BACKGROUND:

At the April 16, 2014 LAFCo meeting, the Commission directed staff to provide an analysis of Commissioner’s Handbook Section 3.2.4.1 regarding general plan consistency. Section 3.2.4.1 provides:

- 3.2.4.1 Consistency with General and Specific Plans: Unless exceptional circumstances are shown, LAFCo will not approve a proposal unless it is consistent with the applicable general plan and any applicable specific plan. For purposes of this policy, the applicable general plan is as follows:
- (a) For proposals by a city, the general plan of the city.
 - (b) For proposals by a district, where the affected territory lies within an adopted sphere of influence of a city, the general plan of the city.
 - (c) For proposals by a district, where the affected territory lies outside an adopted city sphere of influence, the Ventura County General Plan.

The issue raised at the April meeting pertained to the application of this policy to a city annexation that involved territory designated by the County general plan as Open Space, but designated by the annexing city’s general plan for residential use. Pursuant to this policy, to approve an annexation to a city or to a district within a city sphere of influence, the Commission must determine consistency with the general plan of the city rather than that of the County. As a result, the application of this policy may limit the Commission’s consideration of the original purpose of the County’s Open Space land use designation for

COMMISSIONERS AND STAFF

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|---|---|--|---|
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territory that is proposed to be annexed to a city or to a district within a city's sphere of influence.

DISCUSSION

Of the County's 1,172,745 total acres, approximately 922,000 acres (78.6%) are designated by the County general plan as Open Space. As can be seen on the attached map, several of the cities in the county abut a substantial amount of open space land. Approximately 13,000 acres of open space land is within city spheres of influence (designated as Open Space – Urban Reserve on the attached map).

The purpose of LAFCos is outlined in Govt. Code § 56301, which provides:

Among the purposes of a commission are discouraging urban sprawl, preserving open-space and prime agricultural lands, efficiently providing government services, and encouraging the orderly formation and development of local agencies based upon local conditions and circumstances. (underline added)

Govt. Code § 56300 provides that each LAFCo:

Shall establish written policies and procedures and exercise its powers pursuant to this part in a manner consistent with those policies and procedures and that encourages and provides planned, well-ordered, efficient urban development patterns with appropriate consideration of preserving open-space and agricultural lands within those patterns. (underline added)

Open Space Provisions in the Government Code

LAFCo law provides the following definitions regarding open space:

“Open-space” means any parcel or area of land or water which is substantially unimproved and devoted to an open-space use, as defined in Section 65560. (Govt. Code § 56059)

“Open space use” means any use as defined in Section 65560. (Govt. Code § 56060)

Govt. Code § 65560 provides the following definitions:

“Local open-space plan” is the open-space element of a county or city general plan adopted by the board or council...

“Open-space land” is any parcel or area of land or water that is essentially unimproved and devoted to an open-space use as defined in this section, and that is designated on a local, regional or state open-space plan as any of the following.

- (1) Open space for the preservation of natural resources...
- (2) Open space used for the managed production of resources...
- (3) Open space for outdoor recreation...
- (4) Open space for public health and safety...
- (5) Open space in support of the mission of military installations that comprises areas adjacent to military installations...
- (6) Open space for the protection of places, features, and objects described in Sections 5097.9 and 5097.993 of the Public Resources Code.

Govt. Code § 65563 provides that every city and county shall prepare and adopt a local open-space plan and § 65302(e) provides that every city and county general plan must contain an open-space element. Pursuant to the aforementioned definitions, a “local open-space plan” is the open space element of the general plan. For land to be considered “open-space land” it must be devoted to an open space use *and* designated as such in the general plan. Thus, if land is not designated as open space in the general plan, it does not meet the definition of open space used by LAFCo, even if the land is devoted to an open space use.

Application of Handbook Section 3.2.4.1

Pursuant to LAFCo Handbook Section 3.2.4.1, a city general plan is the applicable plan under the following circumstances:

1. A proposal to annex land to a city
2. A proposal to annex land to a district that is within a city sphere of influence

Under these two circumstances, if the city’s general plan does not designate the subject territory to be annexed as “open space”, it is not considered to be open space for LAFCo purposes, even if the territory is designated as open space in the County general plan. Thus, the policy allows for little or no consideration of the purpose/intent of the County’s open space designation as part of consideration of the annexation (preservation of natural resources, managed production of resources, recreation, health and safety, etc). It should be noted that in addition to the six open space uses/purposes listed in Govt. Code § 65560, the County’s open-space plan/general plan includes the following two additional open-space uses:

- Open space to promote the formation and continuation of cohesive communities by defining the boundaries and by helping to prevent urban sprawl.
- Open space to promote efficient municipal services and facilities by confining urban development to defined development areas.

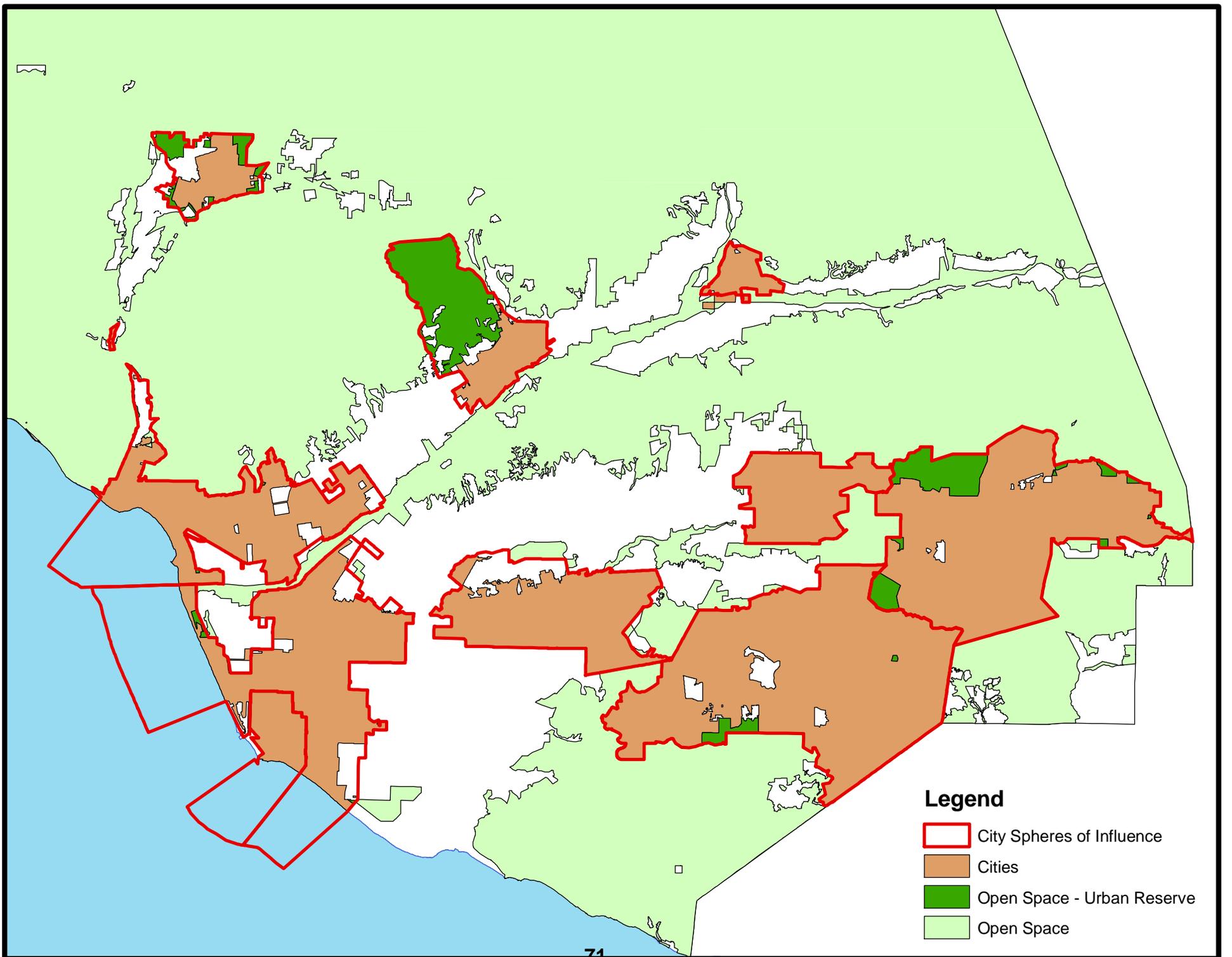
It should also be noted that discouraging urban sprawl and promoting the efficient provision of government services and facilities are two of the purposes of LAFCo, as provided for in Govt. Code § 56301.

Commission Options

Should the Commission wish to allow for consideration of the County's open space policies as part of a proposal to annex open space land to a city or district, the Commission could:

- Remove Handbook Section 3.2.4.1 – The removal of Section 3.2.4.1 would provide for the Commission to consider the County's open space policies as part of the change of organization that affects open space lands. However, it would also eliminate the Commission's current provision that an annexation must be consistent with the annexing city's general plan. Without such a provision, it would not be clear which general plan's land use and development policies would be applicable, including, but not limited to, land use, public services, service infrastructure, water supply, etc. This may cause uncertainty and confusion to cities, districts, and the public undergoing the LAFCo process. In addition, it would be unclear to LAFCo staff which land use and development policies would apply during the review and analysis of such an annexation.
- Waive Handbook Section 3.2.4.1 – Handbook Section 3.1.1.2 provides that the Commission's policies regarding changes of organization are to be given great weight as part of the Commission's consideration of proposals. However, the policies are not mandatory or binding and may be waived as long as the Commission specifies the reason for the waiver as part of the resolution adopted on the matter. The Commission could choose to waive the policy as it pertains to consideration of Open Space. However, this approach may also result in uncertainty, as it would be unclear under what circumstances the Commission may waive the policy and what open space policies/provisions of the County general plan would be considered by the Commission.
- Adopt Open Space policies – The Commission could consider the adoption of policies that provide for consideration of the County's open space plan. Such policies could apply to changes of organization, sphere of influence amendments, and/or out of agency service agreements. In addition, such policies could specify the extent to which the County open space plan and its various policies/provisions would be considered by the Commission.

Attachment: Open Space Map



Legend

-  City Spheres of Influence
-  Cities
-  Open Space - Urban Reserve
-  Open Space

SECTION 3.3.5 AGRICULTURE AND OPEN SPACE PRESERVATION

3.3.5.1 Findings and Criteria for Prime Agricultural and Open Space Land Conversion: LAFCo will 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 use to other uses only if the Commission finds that the proposal will lead to planned, orderly, and efficient development. For the purposes of this policy, a proposal for a change of organization or reorganization leads to planned, orderly, and efficient development only if all of the following criteria are met:

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

3.3.5.2 Findings that Insufficient Non-Prime Agricultural or Vacant Land Exists: The Commission will not make affirmative findings that insufficient non-prime agricultural or vacant

land exists within the boundaries of the agency unless the applicable jurisdiction has prepared a detailed alternative site analysis which at a minimum 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.

3.3.5.3 Impacts on Adjoining Prime Agricultural or Open Space Lands: In making the determination whether conversion will adversely impact adjoining prime agricultural or open space lands, the Commission will consider the following factors:

- (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.

- (b) The economic viability of the prime agricultural lands to be converted.
- (c) The health and well being of any urban residents adjacent to the prime agricultural lands to be converted.
- (d) The use of the territory and the adjacent areas.
- (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.
- (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.
- (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.
- (h) Comments and recommendations by the Ventura County Agricultural Commissioner.

3.3.5.4 Territory Subject to a Land Conservation Act (Williamson Act) Contract: LAFCo will not approve a proposal which includes the annexation of territory subject to an active Land Conservation Act contract to a city or special district that provides or would provide facilities and/or services other than those that support the land uses that are allowed under the contract. For purposes of this section, an active Land Conservation Act contract includes a contract for which a notice of non-renewal has been filed.



VENTURA LOCAL AGENCY FORMATION COMMISSION

STAFF REPORT

Meeting Date: July 16, 2014

Agenda Item 14

TO: LAFCo Commissioners

FROM: Kai Luoma, Executive Officer 

SUBJECT: Update on Formation of County Waterworks District No. 38 (Lake Sherwood)

RECOMMENDATION:

Receive and file.

BACKGROUND:

The Commission has directed staff to provide updates each six months on the proposed formation of the waterworks district in the Lake Sherwood community. The last update occurred at the February 2014 LAFCo meeting.

At the July 2013 LAFCo meeting, the Commission took various actions to amend the sphere of influence for the Lake Sherwood Community Services District (LSCSD) to allow for the approval of out of agency service agreements (OASAs) for the provision of potable water to residential lots within the LSCSD sphere but outside its boundaries. The Commission’s actions were based on the anticipation that a waterworks district would be formed to include all of the territory within the LSCSD’s sphere of influence. The new waterworks district would assume water service from the LSCSD, thereby rendering any approved OASAs void. In anticipation of the formation of the waterworks district, the Commission conditioned its actions so that all approved OASAs would expire on July 17, 2015. To date, staff has approve nine OASAs.

In December 2013, LAFCo received an application from the LSCSD for the formation of the waterworks district. In January 2014, the application was deemed incomplete due to a mandate in state law that it include a resolution adopted by the Board of Supervisors pertaining to the exchange of property tax revenues. In February 2014 the Commission considered a number of items related to the formation and requested that the LSCSD make various amendments to its application to ensure consistency with state law and local policies. Specifically, the Commission requested that the application to form the waterworks district be amended to include:

COMMISSIONERS AND STAFF

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|---|---|--|---|
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| Executive Officer Kai Luoma, AICP | Analyst Andrea Ozdy | Office Mgr/Clerk Debbie Schubert | Legal Counsel Michael Walker |

- A request to divest the LSCSD of the power to provide potable water service;
- A request to waive Commission policy which encourages annexation to an existing district over the formation of a new district; and
- Consent to the waiver of protest proceedings which would allow for a special election.

The Commission also indicated that should it approve the proposal it would consider imposing a condition that the formation would not be finalized until an application to determine a sphere of influence for the new district was filed with LAFCo, including a deposit for the cost associated with preparation of a municipal service review.

DISCUSSION:

As of the writing of this staff report, the application to form the waterworks district remains incomplete. It is staff's understanding that the resolution for the exchange of property tax revenue, as well as the various actions required to amend the application, are to be considered by the Board of Supervisors and the LSCSD Board on July 17.



VENTURA LOCAL AGENCY FORMATION COMMISSION

STAFF REPORT

Meeting Date: July 16, 2014

Agenda Item 15

TO: LAFCo Commissioners

FROM: Kai Luoma, Executive Officer

SUBJECT: 2014 Nominations for CALAFCO Board of Directors

RECOMMENDATION:

Authorize the Chair to submit nominations for the CALAFCO Board of Directors, as approved by the Commission.

DISCUSSION:

Each year at the annual CALAFCO conference, elections are held for the CALAFCO Board of Directors based on nominations received from individual LAFCos. The deadline to submit nominations to CALAFCO is September 15, 2014. The July meeting is the last scheduled LAFCo meeting before the deadline.

The CALAFCO Executive Board consists of 16 voting members (4 from each of the 4 regions and each region is comprised of one city member, one county member, one public member and one special district member). This year there are 8 seats up for election (2 from each region), including one district member and one county member in the Coastal Region. The terms are for two years and members of the Board must be members of a local LAFCo at all times. Please note that alternate commissioners are also eligible for election to the CALAFCO Board.

The Commission must approve each of its nominations to the Board of Directors. The Chair of the Commission must sign a "Recommendation Form" for each nominee and each nominee must complete a "Candidate Resume" form. The Board meets four to five times each year at alternate sites around the state, the first of which will be at the annual CALAFCO conference in October.

Information and forms related to the nomination process are attached for reference.

COMMISSIONERS AND STAFF

COUNTY:
Linda Parks, Chair
John Zaragoza
Alternate:
Steve Bennett

CITY:
Carl Morehouse
Janice Parvin
Alternate:
Carol Smith

DISTRICT:
Bruce Dandy
Vacant
Alternate:
Elaine Freeman

PUBLIC:
Linda Ford-McCaffrey, Vice Chair
Alternate:
Lou Cunningham

Executive Officer
Kai Luoma, AICP

Analyst
Andrea Ozdy

Office Mgr/Clerk
Debbie Schubert

Legal Counsel
Michael Walker

12 June 2014

To: Local Agency Formation Commission
Members and Alternate Members

From: Elliot Mulberg, Committee Chair
Mary Jane Griego, Committee Vice Chair
Board Recruitment Committee
CALAFCO Board of Directors



RE: Nominations for 2014/2015 CALAFCO Board of Directors

Nominations are now open for the fall elections of the CALAFCO Board of Directors. Serving on the CALAFCO Board is a unique opportunity to work with other commissioners throughout the state on legislative, fiscal and operational issues that affect us all. The Board meets four to five times each year at alternate sites around the state. Any LAFCo commissioner or alternate commissioner is eligible to run for a Board seat.

CALAFCO's Recruitment Committee is accepting nominations for the following seats on the CALAFCO Board of Directors:

| <u>Northern Region</u> | <u>Central Region</u> | <u>Coastal Region</u> | <u>Southern Region</u> |
|------------------------|-----------------------|-----------------------|------------------------|
| City Member | District Member | District Member | City Member |
| Public Member | County Member | County Member | Public Member |

The election will be conducted during regional caucuses at the CALAFCO annual conference prior to the Annual Membership Meeting on Thursday, October 16, 2014 at the DoubleTree by Hilton in Ontario, CA.

Please inform your Commission that the CALAFCO Recruitment Committee is accepting nominations for the above-cited seats until Monday, September 15, 2014.

Incumbents are eligible to run for another term. Nominations received by September 15th will be included in the Recruitment Committee's Report and on the ballot, copies of which will be distributed to LAFCo members October 1 and made available at the Annual Conference. Nominations received after this date will be returned; however, nominations will be permitted from the floor during the Regional Caucuses or during at-large elections, if required, at the Annual Membership Meeting.

For those member LAFCos who cannot send a representative to the Annual Meeting an electronic ballot will be made available if requested in advance. The ballot request must be made no later than Monday, September 15, 2014. Completed absentee ballots must be returned by October 13. If returned by the deadline absentee ballots will be used in the case of a run-off election.

Should your Commission nominate a candidate, the Chair of your Commission must complete the attached Nomination Form and the Candidate's Resume Form, or provide the specified information in another format other than a resume.

Commissions may also include a letter of recommendation or resolution in support of their nominee. ***The nomination forms and materials must be received by the CALAFCO Executive Director no later than Monday, September 15, 2014.***

Here is a summary of the deadlines for this year's nomination process:

- **June 12** – Nomination Announcement and packet sent to LAFCo membership and posted on the CALAFCO website.
- **September 15** – Completed Nomination packet due
- **September 15** – Request for an absentee/electronic ballot
- **October 1** – Distribution of the Recruitment Committee Report (includes all completed/submitted nomination papers)
- **October 1** – Distribution of requested absentee/electronic ballots.
- **October 13** – Absentee ballots due to CALAFCO
- **October 16** - Elections

Returning the nomination form prior to the deadline ensures your nominee is placed on the ballot.

Please forward nominations to:

CALAFCO Recruitment Committee c/o Executive Director
California Association of Local Agency Formation Commissions
1215 K Street, Suite 1650
Sacramento, California 95814
FAX: 916-442-6535

Electronic filing of nomination forms and materials is encouraged to facilitate the recruitment process. Please send e-mails with forms and materials to info@calafco.org. Alternatively, nomination forms and materials can be mailed or faxed to the above address.

Attached please find a copy of the CALAFCO Board of Directors Nomination and Election Procedures. Members of the 2014/2015 CALAFCO Recruitment Committee are:

| | |
|--|--|
| Chair – Elliot Mulberg elliott@mulberg.com | Associate Member and former CALAFCO Board member 916-217-8393 |
| Vice Chair- Mary Jane Griego mgriego@calafco.org | Yuba LAFCo (Northern Region) 530-749-7510 |
| Julie Allen jallen@calafco.org | Tulare LAFCo (Central Region) 559-288-9411 |
| Juliana Inman jinman@calafco.org | Napa LAFCo (Coastal Region) 707-226-5304 |
| Michael Kelley mkelley@calafco.org | Imperial LAFCo (Southern Region) 760-482-4308 |

Former CALAFCO Board Member and Associate Member Elliot Mulberg has agreed to once again assist CALAFCO with the election process. We appreciate and value his expertise. Questions about the election process can be directed to him at elliott@mulberg.com or 916-217-8393.

Please consider joining us!
Enclosures

Board of Directors Nomination and Election Procedures and Forms

The procedures for nominations and election of the CALAFCO Board of Directors [Board] are designed to assure full, fair and open consideration of all candidates, provide confidential balloting for contested positions and avoid excessive demands on the time of those participating in the CALAFCO Annual Conference.

The Board nomination and election procedures shall be:

1. APPOINTMENT OF A RECRUITMENT COMMITTEE

- a. Following the Annual Membership Meeting the Board shall appoint a Committee of four members of the Board. The Recruitment Committee shall consist of one member from each region whose term is not ending.
- b. The Board shall appoint one of the members of the Recruitment Committee to serve as Chairman. The CALAFCO Executive Officer shall appoint a CALAFCO staff member to serve as staff for the Recruitment Committee in cooperation with the CALAFCO Executive Director.
- c. Each region shall designate a regional representative to serve as staff liaison to the Recruitment Committee.
- d. Goals of the Committee are to encourage and solicit candidates by region who represent member LAFCoS across the spectrum of geography, size, and urban-suburban-rural population, and to provide oversight of the elections process.

2. ANNOUNCEMENT TO ALL MEMBER LAFCoS

- a. No later than three months prior to the Annual Membership Meeting, the Recruitment Committee Chair shall send an announcement to each LAFCo for distribution to each commissioner and alternate. The announcement shall include the following:
 - i. A statement clearly indicating which offices are subject to the election.
 - ii. A regional map including LAFCoS listed by region.
 - iii. The dates by which all nominations must be received by the Recruitment Committee. The deadline shall be no later than 30 days prior to the opening of the Annual Conference. Nominations received after the closing date shall be returned to the proposing LAFCo marked "Received too late for Nominations Committee action."
 - iv. The names of the Recruitment Committee members with the Committee Chair's LAFCo address and phone number, and the names and contact information for each of the regional representatives.
 - v. The address to send the nominations forms.
 - vi. A form for a Commission to use to nominate a candidate and a candidate resume form of no more than one page each to be completed for each nominee.
- b. No later than four months before the annual membership meeting, the Recruitment Committee Chair shall send an announcement to the Executive Director for distribution to each member LAFCo and for publication in the newsletter and on the website. The announcement shall include the following:

| Key Timeframes for Nominations Process | |
|---|---------------------------|
| <u>Days*</u> | |
| 90 | Nomination announcement |
| 30 | Nomination deadline |
| 14 | Committee report released |
| <small>*Days prior to annual membership meeting</small> | |

- i. A statement clearly indicating which offices are subject to the election.
 - ii. The specific date by which all nominations must be received by the Recruitment Committee. Nominations received after the closing dates shall be returned to the proposing LAFCo marked "Received too late for Recruitment Committee action."
 - iii. The names of the Recruitment Committee members with the Committee Chair's LAFCo address and phone number, and the names and contact information for each of the regional representatives.
 - iv. Requirement that nominated individual must be a commissioner or alternate commissioner from a member in good standing within the region.
- c. A copy of these procedures shall be posted on the web site.

3. THE RECRUITMENT COMMITTEE

- a. The Recruitment Committee and the regional representatives have the responsibility to monitor nominations and help assure that there are adequate nominations from each region for each seat up for election. No later than two weeks prior to the Annual Conference, the Recruitment Committee Chair shall distribute to the members the Committee Report organized by regions, including copies of all nominations and resumes, which are received prior to the end of the nomination period.
- b. At the close of the nominations the Recruitment Committee shall prepare regional ballots. Each region will receive a ballot specific to that region. Each region shall conduct a caucus at the Annual Conference for the purpose of electing their designated seats. Caucus elections must be held prior to the annual membership meeting at the conference. The Executive Director or assigned staff along with a member of the Recruitment committee shall tally ballots at each caucus and provide the Recruitment Committee the names of the elected Board members and any open seats. In the event of a tie, the staff and Recruitment Committee member shall immediately conduct a run-off ballot of the tied candidates.
- c. Make available sufficient copies of the Committee Report for each Voting Member by the beginning of the Annual Conference.
- d. Make available blank copies of the nomination forms and resume forms to accommodate nominations from the floor at either the caucuses or the annual meeting (if an at-large election is required).
- e. Advise the Annual Conference Planning Committee to provide "CANDIDATE" ribbons to all candidates attending the Annual Conference.
- f. Post the candidate statements/resumes organized by region on a bulletin board near the registration desk.
- g. Regional elections shall be conducted as described in Section 4 below. The representative from the Recruitment Committee shall serve as the Presiding Officer for the purpose of the caucus election.
- h. Following the regional elections, in the event that there are open seats for any offices subject to the election, the Recruitment Committee Chair shall notify the Chair of the Board of Directors that an at-large election will be required at the annual membership meeting and to provide a list of the number and category of seats requiring an at-large election.

4. ELECTRONIC BALLOT FOR LAFCO IN GOOD STANDING NOT ATTENDING ANNUAL MEETING

Limited to the elections of the Board of Directors

- a. Any LAFCo in good standing shall have the option to request an electronic ballot if there will be no representative attending the annual meeting.
- b. LAFCos requesting an electronic ballot shall do so in writing no later than 30 days prior to the annual meeting.
- c. The Executive Director shall distribute the electronic ballot no later than two weeks prior to the annual meeting.
- d. LAFCo must return the ballot electronically to the executive director no later than three days prior to the annual meeting.
- e. LAFCos voting under this provision may discard their electronic ballot if a representative is able to attend the annual meeting.
- f. LAFCos voting under this provision may only vote for the candidates nominated by the Recruitment Committee.

5. AT THE TIME FOR ELECTIONS DURING THE REGIONAL CAUCUSES OR ANNUAL MEMBERSHIP MEETING

- a. The Recruitment Committee Chairman, another member of the Recruitment Committee, or the Chair's designee (hereafter called the Presiding Officer) shall:
 - i. Review the election procedure with the membership.
 - ii. Present the Recruitment Committee Report (previously distributed).
 - iii. Call for nominations from the floor by category for those seats subject to this election:
 - 1. For city member.
 - 2. For county member.
 - 3. For public member.
 - 4. For special district member.
- b. To make a nomination from the floor, a LAFCo, which is in good standing, shall identify itself and then name the category of vacancy and individual being nominated. The nominator may make a presentation not to exceed two minutes in support of the nomination.
- c. When there are no further nominations for a category, the Presiding Officer shall close the nominations for that category.
- d. The Presiding Officer shall conduct a "Candidates Forum". Each candidate shall be given time to make a brief statement for their candidacy.
- e. The Presiding Officer shall then conduct the election:
 - i. For categories where there are the same number of candidates as vacancies, the Presiding Officer shall:
 - 1. Name the nominees and offices for which they are nominated.
 - 2. Call for a voice vote on all nominees and thereafter declare those unopposed candidates duly elected.

- ii. For categories where there are more candidates than vacancies, the Presiding Officer shall:
 - 1. Poll the LAFCoS in good standing by written ballot.
 - 2. Each LAFCo in good standing may cast its vote for as many nominees as there are vacancies to be filled. The vote shall be recorded on a tally sheet.
 - 3. With assistance from CALAFCO staff, tally the votes cast and announce the results.
- iii. Election to the Board shall occur as follows:
 - 1. The nominee receiving the majority of votes cast is elected.
 - 2. In the case of no majority, the two nominees receiving the two highest number of votes cast shall face each other in a run-off election.
 - 3. In case of tie votes:
 - a. A second run-off election shall be held with the same two nominees.
 - b. If there remains a tie after the second run-off, the winner shall be determined by a draw of lots.
 - 4. In the case of two vacancies, any candidate receiving a majority of votes cast is elected.
 - a. In the case of no majority for either vacancy, the three nominees receiving the three highest number of votes cast shall face each other in a run-off election.
 - b. In the case of no majority for one vacancy, the two nominees receiving the second and third highest number of votes cast shall face each other in a run-off election.
 - c. In the event of a tie, a second run-off election shall be held with the tied nominees. If there remains a tie after the second run-off election the winner shall be determined by a draw of lots.

6. ADDITIONAL PROCEDURES

- a. For categories where there are more candidates than vacancies, names will be listed in the order nominated.
- b. The Recruitment Committee Chair shall announce and introduce all Board Members elected at the Regional Caucuses at the annual business meeting.
- c. In the event that Board seats remain unfilled after a Regional Caucus, an election will be held immediately at the annual business meeting to fill the position at-large. Nominations will be taken from the floor and the election process will follow the procedures described in Section 4 above. Any commissioner or alternate from a member LAFCo may be nominated for at-large seats.
- d. Seats elected at-large become subject to regional election at the expiration of the term. Only representatives from the region may be nominated for the seat.
- e. As required by the Bylaws, the members of the Board shall meet as soon as possible after election of new board members for the purpose of electing officers, determining meeting places and times for the coming year, and conducting any other necessary business.

7. LOSS OF ELECTION IN HOME LAFCO

Board Members and candidates who lose elections in their home office shall notify the Executive Director within 15 days of the certification of the election.

8. FILLING BOARD VACANCIES

Vacancies on the Board of Directors may be filled by appointment by the Board for the balance of the unexpired term. Appointees must be from the same category as the vacancy, and should be from the same region.

These policies and procedures were adopted by the CALAFCO Board of Directors on 12 January 2007 and amended on 9 November 2007, 8 February 2008, 13 February 2009, 12 February 2010, 18 February 2011, and 29 April 2011. They supersede all previous versions of the policies.

CALAFCO Regions



The counties in each of the four regions consist of the following:

Northern Region

Butte
Colusa
Del Norte
Glenn
Humboldt
Lake
Lassen
Mendocino
Modoc
Nevada
Plumas
Shasta
Sierra
Siskiyou
Sutter
Tehama
Trinity
Yuba

CONTACT: Steve Lucas, Butte LAFCo
slucas@buttecounty.net

Southern Region

Orange
Los Angeles
Imperial
Riverside
San Bernardino
San Diego

CONTACT: Sam Martinez,
San Bernardino LAFCo
smartinez@lafco.sbcounty.gov

Coastal Region

Alameda
Contra Costa
Marin
Monterey
Napa
San Benito
San Francisco
San Luis Obispo
San Mateo
Santa Barbara
Santa Clara
Santa Cruz
Solano
Sonoma
Ventura

CONTACT: David Church, San Luis Obispo
LAFCo
dchurch@slolaftco.com

Central Region

Alpine
Amador
Calaveras
El Dorado
Fresno
Inyo
Kern
Kings
Madera
Mariposa
Merced
Mono
Placer
Sacramento
San Joaquin
Stanislaus
Tulare
Tuolumne
Yolo

CONTACT: Marjorie Blom, Stanislaus LAFCo
blomm@stancounty.com

Board of Directors 2014/2015 Nominations Form

Nomination to the CALAFCO Board of Directors

In accordance with the Nominations and Election Procedures of CALAFCO,

_____ LAFCo of the _____ Region

Nominates _____

for the (check one) City County Special District Public

Position on the CALAFCO Board of Directors to be filled by election at the next Annual Membership Meeting of the Association.

LAFCo Chair

Date

NOTICE OF DEADLINE

Nominations must be received by **September 15, 2014** to be considered by the Recruitment Committee. Send completed nominations to:
CALAFCO Recruitment Committee
CALAFCO
1215 K Street, Suite 1650
Sacramento, CA 95814

Board of Directors 2014/2015 Candidate Resume Form

Nominated By: _____ LAFCo Date: _____

Region (please check one): Northern Coastal Central Southern

Category (please check one): City County Special District Public

Candidate Name _____

Address _____

Phone Office _____ Mobile _____

e-mail _____ @ _____

Personal and Professional Background:

LAFCo Experience:

CALAFCO or State-level Experience:

Availability:

Other Related Activities and Comments:

NOTICE OF DEADLINE

Nominations must be received by **September 15, 2014** to be considered by the Recruitment Committee. Send completed nominations to:
CALAFCO Recruitment Committee
CALAFCO
1215 K Street, Suite 1650
Sacramento, CA 95814



VENTURA LOCAL AGENCY FORMATION COMMISSION

STAFF REPORT

Meeting Date: July 16, 2014

Agenda Item 16

TO: LAFCo Commissioners

FROM: Kai Luoma, Executive Officer 

SUBJECT: 2014 CALAFCO Achievement Award Nominations

RECOMMENDATION:

Authorize the Chair to submit nominations for the 2014 CALAFCO achievement awards, as approved by the Commission.

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 any other organization.

Nominations must be submitted by August 22. 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 Ontario.

Attachments: CALAFCO memo regarding Achievement Award Nomination

COMMISSIONERS AND STAFF

COUNTY:
 Linda Parks, Chair
 John Zaragoza
Alternate:
 Steve Bennett

CITY:
 Carl Morehouse
 Janice Parvin
Alternate:
 Carol Smith

DISTRICT:
 Bruce Dandy
 Vacant
Alternate:
 Elaine Freeman

PUBLIC:
 Linda Ford-McCaffrey, Vice Chair

Alternate:
 Lou Cunningham

Executive Officer
 Kai Luoma, AICP

Analyst
 Andrea Ozdy

Office Mgr/Clerk
 Debbie Schubert

Legal Counsel
 Michael Walker

Date: 25 June 2014

To: LAFCo Commissioners and Staff
CALAFCO Members
Other Interested Organizations

From: Stephen Tomanelli, Chair
CALAFCO Achievement Awards Committee



Subject: 2014 CALAFCO Achievement Award Nominations

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

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

To make a nomination, please use the following procedure:

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

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

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 Organization Being Nominated:

Name
Organization
Address
Phone/E-mail

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

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

NOMINATION SUBMITTED BY:

Name:
Address:
Phone:
E-mail:

ACHIEVEMENTS

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

CALAFCO ACHIEVEMENT AWARD CATEGORIES

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

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

CALAFCO ACHIEVEMENT AWARD RECIPIENTS

2013

Mike Gotch Courage & Innovation in
Local Government Leadership Award

Distinguished Service Award

Most Effective Commission

Outstanding CALAFCO Member

Outstanding Commissioner

Outstanding LAFCo Professional

LAFCo Outstanding LAFCo Clerk

Project of the Year

Government Leadership Award

Legislators of the Year Award

Lifetime Achievement Award

Simón Salinas, Commissioner, Monterey LAFCo

Roseanne Chamberlain, Amador LAFCo

Stanislaus LAFCo

Harry Ehrlich, San Diego LAFCo

Jerry Gladbach, Los Angeles LAFCo

Lou Ann Texeira, Contra Costa

Kate Sibley, Contra Costa LAFCo

Plan for Agricultural Preservation, Stanislaus LAFCo

Orange County LAFCo Community Islands Taskforce,
Orange LAFCo

Senators Bill Emmerson and Richard Roth

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

2012

Mike Gotch Courage & Innovation in
Local Government Leadership Award

Distinguished Service Award

Most Effective Commission

Outstanding CALAFCO Member

Outstanding Commissioner

LAFCo Outstanding LAFCo Professional

Outstanding LAFCo Clerk

Project of the Year

Government Leadership Award

Lifetime Achievement Award

Bill Chiat, CALAFCO Executive Director

Marty McClelland, Commissioner, Humboldt LAFCo

Sonoma LAFCo

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

Sherwood Darington, Monterey

Carole Cooper, Sonoma LAFCo

Gwenna MacDonald, Lassen LAFCo

Countywide Service Review & SOI Update, Santa Clara
LAFCo

North Orange County Coalition of Cities, Orange LAFCo

P. Scott Browne, Legal Counsel LAFCos

2011

Mike Gotch Courage & Innovation in
Local Government Leadership Award

Distinguished Service Award

LAFCo Most Effective Commission

Outstanding CALAFCO Member

Outstanding Commissioner

Outstanding LAFCo Professional

Outstanding LAFCo Clerk

Project of the Year

Martin Tuttle, Deputy Director for Planning, Caltrans

Mike McKeever, Executive Director, SACOG

Carl Leverenz, Commissioner and Chair, Butte

San Bernardino LAFCo

Keene Simonds, Executive Officer, Napa LAFCo

Louis R. Calcagno, Monterey LAFCo

June Savala, Deputy Executive Officer, Los Angeles LAFCo

Debbie Shubert, Ventura LAFCo

Cortese-Knox-Hertzberg Definitions Revision

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

Government Leadership Award

Contra Costa Sanitary District

Elsinore Water District and Elsinore Valley Municipal Water District

2010

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

Helen Thompson, Commissioner, Yolo LAFCo

Kathleen Rollings-McDonald, Executive Officer, San Bernardino LAFCo

Bob Braitman, Executive Officer, Santa Barbara LAFCo

Tulare LAFCo

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

George Lange, Ventura LAFCo

Harry Ehrlich, Government Consultant, San Diego LAFCo

Candie Fleming, Fresno LAFCo

Most Effective Commission

Outstanding CALAFCo Member

Outstanding Commissioner

Outstanding LAFCo Professional

Outstanding LAFCo Clerk

Project of the Year

Butte LAFCo

Sewer Commission - Oroville Region Municipal Service Review

Government Leadership Award

Nipomo Community Services District and the County of San Luis Obispo

Special Achievement

Chris Tooker, Sacramento LAFCo and CALAFCo Board of Directors

2009

Mike Gotch Courage & Innovation in
Local Government Leadership Award

Paul Hood, Executive Officer, San Luis Obispo LAFCo

Distinguished Service Award

William Zumwalt, Executive Officer, Kings LAFCo

Most Effective Commission

Napa LAFCo

Outstanding CALAFCo Member

Susan Vicklund Wilson, CALAFCo Vice Chair

Jerry Gladbach, CALAFCo Treasurer

Outstanding Commissioner

Larry M. Fortune, Fresno LAFCo

Outstanding LAFCo Professional

Pat McCormick, Santa Cruz LAFCo Executive Officer

Outstanding LAFCo Clerk

Emmanuel Abello, Santa Clara LAFCo

Project of the Year

Orange LAFCo Boundary Report

Government Leadership Award

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

Legislator of the Year Award

Assembly Member Jim Silva

2008

Distinguished Service Award

Peter M. Detwiler, Senate Local Government Committee Chief Consultant

Most Effective Commission

Yuba LAFCo

Outstanding Commissioner

Dennis Hansberger, San Bernardino LAFCo

Outstanding LAFCo Professional

Michael Ott, San Diego LAFCo Executive Officer

Martha Poyatos, San Mateo Executive Officer

Outstanding LAFCo Clerk

Wilda Turner, Los Angeles LAFCo

Project of the Year

Kings LAFCo

City and Community District MSR and SOI Update

Government Leadership Award
Legislator of the Year Award

**San Bernardino Board of Supervisors
Assembly Member Anna M. Caballero**

2007

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

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

Government Leadership Award
Lifetime Achievement

2006

Outstanding CALAFCO Member

Distinguished Service Award
Most Effective Commission Award
Outstanding Commissioner Award

Outstanding LAFCo Professional Award
Outstanding LAFCo Clerk Award

Project of the Year Award

Outstanding Government Leadership Award

Legislator of the Year Award

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

2005

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

Outstanding LAFCo Professional Award
Outstanding LAFCo Clerk Award

Project of the Year Award

Outstanding Government Leadership Award

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

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

2004

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

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

Outstanding LAFCo Professional Award
Project of the Year Award

2003

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

Special Achievement Award

2002

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

2001

Outstanding CALAFCO Member
Distinguished Service Award

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

Legislator of the Year Award

2000

Outstanding CALAFCO Member
Distinguished Service Award

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

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

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

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

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

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

1999

Distinguished Service Award
Most Effective Commission Award
Outstanding Executive Officer Award
Outstanding LAFCo Clerk Award
Most Creative Solution to a Multi-Jurisdictional Problem
Outstanding Government Leadership Award
Legislator of the Year Award

Marilyn Ann Flemmer-Rodgers, Sacramento LAFCo
Orange LAFCo
Don Graff, Alameda LAFCo
Dory Adams, Marin LAFCo
San Diego LAFCo

Assembly Member John Longville
Assembly Member Robert Hertzberg

1998

Outstanding CALAFCo Member
Distinguished Service Award
Most Effective Commission Award
Outstanding Executive Officer Award
Outstanding Staff Analysis

Outstanding Government Leadership Award

Dana Smith, Orange LAFCo
Marvin Panter, Fresno LAFCo
San Diego LAFCo
George Spiliotis, Riverside LAFCo
Joe Convery, San Diego LAFCo
Joyce Crosthwaite, Orange LAFCo
Santa Clara County Planning Department

1997

Most Effective Commission Award
Outstanding Executive Officer Award
Outstanding Staff Analysis
Outstanding Government Leadership Award
Most Creative Solution to a Multi-Jurisdictional Problem
Legislator of the Year Award

Orange LAFCo
George Finney, Tulare LAFCo
Annamaria Perrella, Contra Costa LAFCo
South County Issues Discussion Group
Alameda LAFCo and Contra Costa LAFCo

Assembly Member Tom Torlakson

Please join us for the CALAFCo Annual Conference
October 15 - 17, 2014
Ontario, California

