



VENTURA LOCAL AGENCY FORMATION COMMISSION
AGENDA

Wednesday, July 18, 2018

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. Public Comment
This is an opportunity for members of the public to address the Commission on any subject matter within the Commission’s jurisdiction. Persons desiring to address the Commission must complete and deliver to the Commission Clerk a speaker card prior to the commencement of this comment period. Each speaker’s presentation may not exceed five (5) minutes.

Please note that for an item on today’s agenda, speakers should fill out and submit a speaker card and address the commission when the item is discussed and their name is called.

CONSENT ITEMS

Consent Items 6 and 7 – Review and approve unless an item is removed for discussion and separate action. Consent items are to be routine and non-controversial.

6. Minutes of the Ventura LAFCo May 16, 2018, Meeting
7. Budget to Actual Reports: May and June 2018

RECOMMENDED ACTION: Approval of Item 6, and Receive and File Item 7

COMMISSIONERS AND STAFF

COUNTY	CITY	DISTRICT	PUBLIC
Linda Parks, Chair	Janice Parvin	Elaine Freeman	David J. Ross, Vice Chair
John Zaragoza	Carmen Ramirez	Mary Anne Rooney	
<i>Alternate</i>	<i>Alternate</i>	<i>Alternate</i>	<i>Alternate</i>
Steve Bennett	Claudia Bill-de la Peña	Andy Waters	Pat Richards
Executive Officer	Analyst	Office Manager/Clerk	Legal Counsel
Kai Luoma, AICP	Andrea Ozdy	Richelle Beltran	Michael Walker

PUBLIC HEARING ITEMS

8. LAFCo 18-07 & 18-07 S1-S5 City of Oxnard Reorganization and Sphere of Influence Amendments – Ocean View School District

The proposal involves the annexation of an approximately 5.31-acre territory to the City of Oxnard to reflect the City's existing water and sewer service to the Ocean View Early Education School, which is operated by the Ocean View School District. The proposal area includes the 5-acre school site and the contiguous 0.31-acre segment of Olds Road to the west. The request includes the annexation of the proposal area to the Calleguas Municipal Water District and Oxnard Harbor District, detachment from Oxnard Drainage District No. 2, Ventura County Fire Protection District, Ventura County Resource Conservation District, and Ventura County Service Area Nos. 32 and 33, and corresponding sphere of influence amendments. It is recommended that the Commission:

- A. Determine that the action to approve the request is exempt under California Environmental Quality Act Guidelines §§ 15301 and 15319.
- B. Adopt resolution LAFCo 18-07 S1 making determinations and approving a sphere of influence amendment for the City of Oxnard.
- C. Adopt resolution LAFCo 18-07 S2 making determinations and approving a sphere of influence amendment for the Calleguas Municipal Water District.
- D. Adopt resolution LAFCo 18-07 S3 making determinations and approving a sphere of influence amendment for the Oxnard Harbor District.
- E. Adopt resolution LAFCo 18-07 S4 making determinations and approving a sphere of influence amendment for Oxnard Drainage District No. 2.
- F. Adopt resolution LAFCo 18-07 S5 making determinations and approving a sphere of influence amendment for Ventura County Service Area No. 33.
- G. Adopt resolution LAFCo 18-07 making determinations and approving a reorganization for the City of Oxnard.

RECOMMENDED ACTION: Approval

PUBLIC HEARING ITEMS, CONTINUED

9. Municipal Service Review for the Blanchard/Santa Paula Library District and LAFCo 18-08S Blanchard/Santa Paula Library District Sphere of Influence Determination
- A. Regarding the Municipal Service Review for the Blanchard/Santa Paula Library District, it is recommended that the Commission take the following actions:
1. Accept the Municipal Service Review report prepared for the Blanchard/Santa Paula Library District (with any modifications made by the Commission at the public hearing), authorize the Executive Officer to make any necessary non-substantive changes to the report, and direct staff to prepare and distribute the final Blanchard/Santa Paula Library District Municipal Service Review report to all affected local agencies.
 2. Adopt a resolution making findings that acceptance of the Blanchard/Santa Paula Library District Municipal Service Review report is exempt from the California Environmental Quality Act (CEQA) pursuant to § 15061(b)(3) of the CEQA Guidelines, and approving statements of determinations as required under Government Code § 56430.
- B. Regarding the determination of the sphere of influence for the Blanchard/Santa Paula Library District, it is recommended that the Commission take the following action: Adopt resolution LAFCo 18-08S making findings that the determination of the Blanchard/Santa Paula Library District sphere of influence is exempt from CEQA pursuant to § 15061(b)(3) of the CEQA Guidelines, determining the sphere of influence subject to Government Code § 56425, and making written statements of its determinations pursuant to Government Code § 56425(e).
- RECOMMENDED ACTION: Approval
10. Sphere of Influence Review and/or Update for the Fillmore-Piru Memorial District
- Review the sphere of influence for the Fillmore-Piru Memorial District and determine that no update or municipal service review is necessary.
- RECOMMENDED ACTION: Approval
11. Review of the LAFCo Conflict of Interest Code
- Review the LAFCo Conflict of Interest Code and determine that no changes are necessary; and authorize the Executive Officer to sign the 2018 Local Agency Biennial Notice and transmit to the Clerk of the Board of Supervisors.
- RECOMMENDED ACTION: Approval

ACTION ITEMS

12. 2018-2019 CALAFCO Board of Directors Nominations
Authorization for the Chair to submit nominations for the 2018-2019 CALAFCO Board of Directors for the county member and district member seats as approved by the Commission.
RECOMMENDED ACTION: Approval

13. 2018-2019 CALAFCO Board of Directors Election – Voting Delegates
Approval of the Commission’s designation of a voting delegate and an alternate for the 2018-2019 CALAFCO Board of Directors election.
RECOMMENDED ACTION: Approval

14. 2018 CALAFCO Achievement Award Nominations
Determine whether the Commission wishes to submit nominations for the 2018 CALAFCO Achievement Awards.
RECOMMENDED ACTION: Direction to Staff as Appropriate

15. Ventura County Grand Jury Final Report – Independent Special Districts
It is recommended that the Commission take one of the following actions:
 1. Determine that no response to the Grand Jury report is necessary;
 2. Determine that a response to the Grand Jury report is necessary and direct staff as appropriate; or
 3. Provide other direction to staff as appropriate.RECOMMENDED ACTION: Approval of 1, 2, or 3

16. Update on LAFCO Legislation
RECOMMENDED ACTION: Receive and File

EXECUTIVE OFFICER’S REPORT

The next LAFCo meeting will be held on September 19, 2018.

COMMISSIONERS’ 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 10 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 By-Laws 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 (4) 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 16, 2018
 Hall of Administration, Board of Supervisors Hearing Room
 800 S. Victoria Avenue, Ventura CA

1. Call to Order

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

2. Pledge of Allegiance

Commissioner Freeman led the Pledge of Allegiance.

3. Roll Call

The following Commissioners were present:

- Commissioner Freeman
- Commissioner Parvin
- Commissioner Ramirez
- Commissioner Ross
- Commissioner Zaragoza
- Chair Parks
- Alternate Commissioner Richards

Alternate Commissioner Waters sat as a voting member in the absence of Commissioner Rooney and arrived at 9:05 a.m.

4. Agenda Review

There were no changes to the agenda.

5. Public Comment

There were no public comments.

COMMISSIONERS AND STAFF

COUNTY	CITY	DISTRICT	PUBLIC
Linda Parks, Chair	Janice Parvin	Elaine Freeman	David J. Ross, Vice Chair
John Zaragoza	Carmen Ramirez	Mary Anne Rooney	
<i>Alternate</i>	<i>Alternate</i>	<i>Alternate</i>	<i>Alternate</i>
Steve Bennett	Claudia Bill-de la Peña	Andy Waters	Pat Richards
Executive Officer	Analyst	Office Manager/Clerk	Legal Counsel
Kai Luoma, AICP	Andrea Ozdy	Richelle Beltran	Michael Walker

CONSENT ITEMS

6. Minutes of the Ventura LAFCo April 18, 2018, Meeting
7. LAFCo 18-06 Calleguas Municipal Water District Annexation – Dioji
The project includes annexation of territory to the Calleguas Municipal Water District to allow for potable water service to a proposed commercial development (i.e., a canine day care and boarding facility) located within the jurisdictional boundary of the City of Oxnard. It is recommended that the Commission:
 - A. Determine that the action to approve the annexation request is exempt under California Environmental Quality Act (CEQA) Guidelines §§ 15303 and 15319; and
 - B. Adopt resolution LAFCo 18-06 making determinations and approving the Calleguas Municipal Water District Annexation – Dioji.Steve Heinze commented.
8. Budget to Actual Report: April 2018

Motion: Approve Items 6 and 7 and Receive and File Item 8
Moved by John Zaragoza, seconded by Janice Parvin

Vote: Motion carried 7-0

Yes: Elaine Freeman, Janice Parvin, Carmen Ramirez, David J. Ross, Andy Waters, John Zaragoza, and Linda Parks.

PUBLIC HEARING ITEMS

9. LAFCo 18-04 Ventura County Service Area No. 4 - Activation of Latent Power to Provide Volunteers-in-Policing Service
A request for Ventura County Service Area No. 4 (CSA 4) to exercise the latent power for the provision of Volunteers-in-Policing (VIP) service within its jurisdictional boundaries. It is recommended that the Commission:
 - A. Determine that the action to approve a request by CSA 4 to exercise the latent power to provide VIP service is exempt under California Environmental Quality Act Guidelines § 15061(b)(3); and
 - B. Adopt resolution LAFCo 18-04 making determinations and approving CSA 4's proposal for the establishment of VIP service as a new service within the jurisdictional boundaries of CSA 4, pursuant to Government Code § 56824.14.

Andrea Ozdy presented the staff report.
The Commission held a public hearing.
Michael Green commented.

Motion: Approve
Moved by Elaine Freeman, seconded by John Zaragoza

Vote: Motion carried 7-0

Yes: Elaine Freeman, Janice Parvin, Carmen Ramirez, David J. Ross, Andy Waters, John Zaragoza, and Linda Parks.

PUBLIC HEARING ITEMS, CONTINUED

10. **LAFCo Recommended Final Budget Fiscal Year (FY) 2018-19**

Adopt a resolution approving the Final Budget for FY 2018-19 and directing staff to transmit the Final Budget to the County, each city, and each independent special district.

Kai Luoma presented the staff report.
The Commission held a public hearing.

Motion: Approve

Moved by John Zaragoza, seconded by Janice Parvin

Vote: Motion carried 7-0

Yes: Elaine Freeman, Janice Parvin, Carmen Ramirez, David J. Ross, Andy Waters, John Zaragoza, and Linda Parks.

11. **Cancellation of the June 13, 2018, LAFCo Meeting**

Motion: Approve

Moved by John Zaragoza, seconded by Elaine Freeman

Vote: Motion carried 7-0

Yes: Elaine Freeman, Janice Parvin, Carmen Ramirez, David J. Ross, Andy Waters, John Zaragoza, and Linda Parks.

CORRESPONDENCE RECEIVED

Applications Received:

18-05 OASA City of San Buenaventura - 5301 N. Ventura Avenue - Patagonia

18-07 & 18-07S City of Oxnard Reorganization & SOI Amendments - Ocean View School District

EXECUTIVE OFFICER'S REPORT

Kai Luoma commented on the option for the Commission to use the VoteCast component of Granicus during LAFCo meetings.

The next LAFCo meeting will be held on July 18, 2018.

COMMISSIONERS' COMMENTS

Commissioner Ramirez commented on a presentation made to the Oxnard City Council by Dr. Lucy Jones about earthquake resilience.

Commissioner Parks commented on the proposal heard by the Ventura County Board of Supervisors for a housing development at the former Petrochem site on unincorporated land but within the sphere of influence of the City of Ventura. The Board denied approval consistent with the Guidelines for Orderly Development policies.

ADJOURNMENT

Chair Parks adjourned the meeting at 9:30 a.m.

Approved on this 18th day of July 2018.

Motion: _____

Second: _____

Yes: _____

No: _____

Abstain: _____

Date Linda Parks, Chair, Ventura Local Agency Formation Commission

DRAFT




VENTURA LOCAL AGENCY FORMATION COMMISSION

STAFF REPORT

Meeting Date: July 18, 2018

(Consent)

TO: LAFCo Commissioners

FROM: Kai Luoma, Executive Officer 

SUBJECT: Budget to Actual Reports – May and June 2018

RECOMMENDATION:

Receive and file the Budget to Actual Reports for May and June of the 2017-18 fiscal year.

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 has been prepared with the assistance of the County Auditor-Controller staff. No adjustments to the budget are being recommended at this time.

Attachments:

1. Budget to Actual Report, May 2018
2. Budget to Actual Report, June 2018
3. Expenditures Descriptions

COMMISSIONERS AND STAFF

COUNTY	CITY	DISTRICT	PUBLIC
Linda Parks, Chair	Janice Parvin	Elaine Freeman	David J. Ross, Vice Chair
John Zaragoza	Carmen Ramirez	Mary Anne Rooney	
<i>Alternate</i>	<i>Alternate</i>	<i>Alternate</i>	<i>Alternate</i>
Steve Bennett	Claudia Bill-de la Peña	Andy Waters	Pat Richards
Executive Officer	Analyst	Office Manager/Clerk	Legal Counsel
Kai Luoma, AICP	Andrea Ozdy	Richelle Beltran	Michael Walker



**BUDGET TO ACTUAL FY 2017-18
YEAR TO DATE ENDING MAY 31, 2018 (91.66% of year)
Fund O720, Division/Unit 6170**

Summary	Budget	Adj. Budget	To Date
Estimated Source:	743,491	743,491	759,621
Appropriations	743,491	743,491	523,330

Account Number	Title	BUDGET			ACTUAL YTD			Variance Favorable (Unfavorable)	
		Budget	Proposed Adjustments	Adjusted Budget	Actual	Encumbered	Total Revenue/Obligation		
FUND BALANCE									
	Beginning Balance	549,858		549,858	549,857.70		549,857.70	0.00	
5700	Committed	100,000		100,000	100,000.00		100,000.00	0.00	
5995	Unassigned	354,858		354,858	354,857.70		354,857.70	0.00	
5995	Unassigned - Appropriated	95,000		95,000	95,000.00		95,000.00	0.00	
REVENUE									
8911	Investment Income	1,500		1,500	4,940.31		4,940.31	3,440.31	329%
9371	Other Governmental Agencies	626,991		626,991	626,953.00		626,953.00	(38.00)	100%
9790	Miscellaneous Revenue	20,000		20,000	32,727.28		32,727.28	12,727.28	164%
	Total Revenue	648,491	0	648,491	664,620.59		664,620.59	16,129.59	102%
	TOTAL SOURCES	743,491	0	743,491	759,620.59		759,620.59	16,129.59	102%
EXPENDITURES									
1101	Regular Salaries	350,500		350,500	292,502.77		292,502.77	57,997.23	83%
1106	Supplemental Payments	14,000		14,000	11,459.14		11,459.14	2,540.86	82%
1107	Terminations (Buydowns)	8,500		8,500	0.00		0.00	8,500.00	0%
1121	Retirement Contribution	76,000		76,000	55,570.71		55,570.71	20,429.29	73%
1122	OASDI Contribution	21,000		21,000	15,418.46		15,418.46	5,581.54	73%
1123	FICA Medicare	5,500		5,500	4,347.10		4,347.10	1,152.90	79%
1128	Retiree Health Payment 1099	7,100		7,100	7,255.36		7,255.36	(155.36)	102%
1141	Group Insurance	26,500		26,500	25,666.92		25,666.92	833.08	97%
1142	Life Insurance for Department Heads and Management	150		150	107.28		107.28	42.72	72%
1143	State Unemployment Insurance	350		350	232.53		232.53	117.47	66%
1144	Management Disability Insurance	2,750		2,750	1,968.90		1,968.90	781.10	72%
1165	Worker Compensation Insurance	2,500		2,500	2,179.28		2,179.28	320.72	87%
1171	401K Plan	11,000		11,000	5,797.26		5,797.26	5,202.74	53%
	Salaries and Benefits	525,850	0	525,850	422,505.71	0.00	422,505.71	103,344.29	80%
2032	Voice Data ISF	2,500		2,500	1,966.05		1,966.05	533.95	79%
2071	General Insurance Allocation ISF	1,500		1,500	1,367.00		1,367.00	133.00	91%
2114	Facilities and Materials Sq. Ft. Allocation ISF	16,100		16,100	14,718.00		14,718.00	1,382.00	91%
2115	Facilities Projects ISF	0		0	0.00		0.00	0.00	0%
2116	Other Maintenance ISF	500		500	0.00		0.00	500.00	0%
2131	Memberships and Dues	7,800		7,800	7,811.00		7,811.00	(11.00)	100%
2158	Cost Allocation Plan Charges	4,500		4,500	4,378.00		4,378.00	122.00	97%
2163	Books and Publications	500		500	275.21		275.21	224.79	55%
2164	Mail Center ISF	2,500		2,500	1,467.39		1,467.39	1,032.61	59%
2165	Purchasing Charges ISF	100		100	61.82		61.82	38.18	62%
2166	Graphics Charges ISF	500		500	0.00		0.00	500.00	0%
2167	Copy Machine Charges ISF	500		500	40.56		40.56	459.44	8%
2168	Stores ISF	50		50	57.65		57.65	(7.65)	115%
2179	Miscellaneous Office Expenses	5,500		5,500	3,736.84		3,736.84	1,763.16	68%
2181	Board and Commission Member Compensation 1099	5,000		5,000	2,600.00		2,600.00	2,400.00	52%
2185	Attorney Services (County Counsel)	22,500		22,500	11,965.25		11,965.25	10,534.75	53%
2199	Other Professional and Specialized Non ISF	15,000		15,000	12,587.68		12,587.68	2,412.32	84%
2202	Information Tech ISF	2,500		2,500	1,711.54		1,711.54	788.46	68%
2203	County Geographical Information Systems Expense ISF	18,000		18,000	12,930.88		12,930.88	5,069.12	72%
2205	Public Works ISF Charges	3,000		3,000	0.00		0.00	3,000.00	0%
2206	Special Services ISF	100		100	0.00		0.00	100.00	0%
2221	Publications and Legal Notices	5,000		5,000	3,490.14		3,490.14	1,509.86	70%
2244	Storage Charges ISF	500		500	319.80		319.80	180.20	64%
2261	Computer Equipment < \$5,000	2,500		2,500	0.00		0.00	2,500.00	0%
2262	Furniture and Fixtures < \$5,000	500		500	0.00		0.00	500.00	0%
2272	Conferences / Seminars ISF (Training ISF)	500		500	0.00		0.00	500.00	0%
2273	Education Training Conferences and Seminars	1,000		1,000	0.00		0.00	1,000.00	0%
2291	Private Vehicle Mileage	9,300		9,300	8,497.68		8,497.68	802.32	91%
2292	Travel Expenses (Conferences / Seminars)	21,500		21,500	10,480.16		10,480.16	11,019.84	49%
2303	Motorpool ISF	600		600	361.19		361.19	238.81	60%
	Services and Supplies	150,050	0	150,050	100,823.84	0.00	100,823.84	49,226.16	67%
6101	Contingency	67,591		67,591	0.00		0.00	67,591.00	0%
	TOTAL EXPENDITURES	743,491	0	743,491	523,329.55	0.00	523,329.55	220,161.45	70%

0.00

Note: Amounts with "()" in the ACTUAL column reflect FY17 accruals in excess of actual expenditures to date



**UNADJUSTED BUDGET TO ACTUAL FY 2017-18
YEAR TO DATE ENDING JUNE 30, 2018
Fund O720, Division/Unit 6170**

Summary	Budget	Adj. Budget	To Date
Estimated Source:	743,491	743,491	766,872
Appropriations	743,491	743,491	592,651

Account Number	Title	BUDGET			ACTUAL YTD			Variance Favorable (Unfavorable)	
		Budget	Proposed Adjustments	Adjusted Budget	Actual	Encumbered	Total Revenue/Obligation		
FUND BALANCE									
	Beginning Balance	549,858		549,858	549,857.70		549,857.70	0.00	
5700	Committed	100,000		100,000	100,000.00		100,000.00	0.00	
5995	Unassigned	354,858		354,858	354,857.70		354,857.70	0.00	
5995	Unassigned - Appropriated	95,000		95,000	95,000.00		95,000.00	0.00	
REVENUE									
8911	Investment Income	1,500		1,500	6,414.58		6,414.58	4,914.58	428%
9371	Other Governmental Agencies	626,991		626,991	626,991.00		626,991.00	0.00	100%
9790	Miscellaneous Revenue	20,000		20,000	38,465.97		38,465.97	18,465.97	192%
	Total Revenue	648,491	0	648,491	671,871.55		671,871.55	23,380.55	104%
	TOTAL SOURCES	743,491	0	743,491	766,871.55		766,871.55	23,380.55	103%
EXPENDITURES									
1101	Regular Salaries	350,500		350,500	334,096.72		334,096.72	16,403.28	95%
1106	Supplemental Payments	14,000		14,000	13,114.48		13,114.48	885.52	94%
1107	Terminations (Buydowns)	8,500		8,500	0.00		0.00	8,500.00	0%
1121	Retirement Contribution	76,000		76,000	63,410.22		63,410.22	12,589.78	83%
1122	OASDI Contribution	21,000		21,000	18,046.19		18,046.19	2,953.81	86%
1123	FICA Medicare	5,500		5,500	4,961.66		4,961.66	538.34	90%
1128	Retiree Health Payment 1099	7,100		7,100	7,255.36		7,255.36	(155.36)	102%
1141	Group Insurance	26,500		26,500	29,239.92		29,239.92	(2,739.92)	110%
1142	Life Insurance for Department Heads and Management	150		150	121.23		121.23	28.77	81%
1143	State Unemployment Insurance	350		350	265.98		265.98	84.02	76%
1144	Management Disability Insurance	2,750		2,750	2,247.66		2,247.66	502.34	82%
1165	Worker Compensation Insurance	2,500		2,500	2,493.00		2,493.00	7.00	100%
1171	401K Plan	11,000		11,000	7,111.98		7,111.98	3,888.02	65%
	Salaries and Benefits	525,850	0	525,850	482,364.40	0.00	482,364.40	43,485.60	92%
2032	Voice Data ISF	2,500		2,500	2,151.69		2,151.69	348.31	86%
2071	General Insurance Allocation ISF	1,500		1,500	1,367.00		1,367.00	133.00	91%
2114	Facilities and Materials Sq. Ft. Allocation ISF	16,100		16,100	16,056.00		16,056.00	44.00	100%
2115	Facilities Projects ISF	0		0	0.00		0.00	0.00	0%
2116	Other Maintenance ISF	500		500	0.00		0.00	500.00	0%
2131	Memberships and Dues	7,800		7,800	7,811.00		7,811.00	(11.00)	100%
2158	Cost Allocation Plan Charges	4,500		4,500	4,378.00		4,378.00	122.00	97%
2163	Books and Publications	500		500	399.46		399.46	100.54	80%
2164	Mail Center ISF	2,500		2,500	1,721.87		1,721.87	778.13	69%
2165	Purchasing Charges ISF	100		100	67.44		67.44	32.56	67%
2166	Graphics Charges ISF	500		500	0.00		0.00	500.00	0%
2167	Copy Machine Charges ISF	500		500	199.83		199.83	300.17	40%
2168	Stores ISF	50		50	80.25		80.25	(30.25)	161%
2179	Miscellaneous Office Expenses	5,500		5,500	3,820.49		3,820.49	1,679.51	69%
2181	Board and Commission Member Compensation 1099	5,000		5,000	2,600.00		2,600.00	2,400.00	52%
2185	Attorney Services (County Counsel)	22,500		22,500	14,630.00		14,630.00	7,870.00	65%
2199	Other Professional and Specialized Non ISF	15,000		15,000	12,587.68		12,587.68	2,412.32	84%
2202	Information Tech ISF	2,500		2,500	1,931.37		1,931.37	568.63	77%
2203	County Geographical Information Systems Expense ISF	18,000		18,000	13,864.55		13,864.55	4,135.45	77%
2205	Public Works ISF Charges	3,000		3,000	479.48		479.48	2,520.52	16%
2206	Special Services ISF	100		100	0.00		0.00	100.00	0%
2221	Publications and Legal Notices	5,000		5,000	3,709.90		3,709.90	1,290.10	74%
2244	Storage Charges ISF	500		500	394.99		394.99	105.01	79%
2261	Computer Equipment < \$5,000	2,500		2,500	0.00	2,111.79	2,111.79	388.21	84%
2262	Furniture and Fixtures < \$5,000	500		500	0.00		0.00	500.00	0%
2272	Conferences / Seminars ISF (Training ISF)	500		500	0.00		0.00	500.00	0%
2273	Education Training Conferences and Seminars	1,000		1,000	0.00		0.00	1,000.00	0%
2291	Private Vehicle Mileage	9,300		9,300	9,072.68		9,072.68	227.32	98%
2292	Travel Expenses (Conferences / Seminars)	21,500		21,500	10,480.16		10,480.16	11,019.84	49%
2303	Motorpool ISF	600		600	371.19		371.19	228.81	62%
	Services and Supplies	150,050	0	150,050	108,175.03	2,111.79	110,286.82	39,763.18	74%
6101	Contingency	67,591		67,591	0.00		0.00	67,591.00	0%
	TOTAL EXPENDITURES	743,491	0	743,491	590,539.43	2,111.79	592,651.22	150,839.78	80%

0.00

Note: Amounts with "()" in the ACTUAL column reflect FY17 accruals in excess of actual expenditures to date

EXPENDITURES

<p align="center">LAFCo July 18, 2018 Item 7, Attachment 3</p>

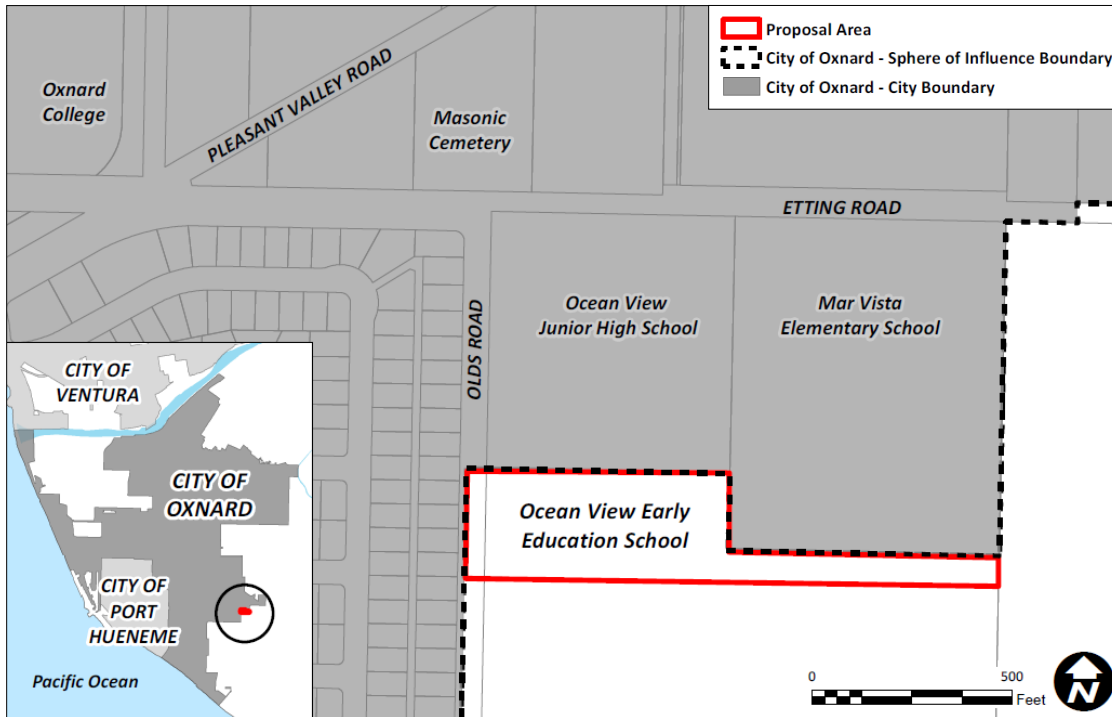
Account Code	Services and Supplies	Explanation of Services
2032	Voice/Data ISF	Telephone / FAX services, voice and data network access.
2071	General Insurance Allocation ISF	Liability and general insurance.
2114	Facilities and Materials SQ FT Allocation ISF	Custodial services, facility maintenance, utilities, and special services, including security (based on square footage).
2115/ 2116	Facilities Projects ISF / Other Maintenance	Management of facility projects & repairs: heating/air conditioning, lighting, plumbing, roofing, flooring, painting, etc.
2131	Memberships and Dues	CALAFCO and American Planning Association.
2158	Cost Allocation Plan Charges	Building use, equipment/software use, general County services: payroll, financial, business technology, County Counsel, and human resources.
2163	Books and Publications	Newspaper subscription, miscellaneous publications (CEQA, planning/land use, etc.)
2164	Mail Center ISF	Incoming and outgoing U.S. mail and internal brown mail.
2165	Purchasing Charges ISF	Procurement services for processing purchase orders, verifying licenses and insurance coverage, and procurement credit card.
2166	Graphics Charges ISF	Printing services for large volume print jobs.
2167	Copy Machine Chgs ISF	Metered copies for printing large volume print jobs.
2168	Stores ISF	Warehousing and distribution services of surplus inventory.
2179	Miscellaneous Office Expenses	Miscellaneous office supplies.
2181	Board and Commission Member Compensation	Commission stipend payments.
2185	Attorney Services (County Counsel)	County Counsel charges.
2199	Other Professional and Specialized Non ISF (VTD Auditors and County Accounting Services)	Independent auditor and County auditing services.
2202	Information Tech ISF	MS Office licensing, email, network storage, and IT support.
2203	County Geographical Information Systems (GIS) Expense ISF	GIS Allocation, GIS services: map preparation & printing, and website hosting.
2205	Public Works ISF Charges	Surveyor updates to LAFCo maps, public inquiries charged to LAFCo.
2206	Special Services ISF	Security guard, permit parking, conference room reservations, audio-visual equipment requests, I.D. badges, etc.
2221	Publications and Legal Notices	Public hearing notices published in newspaper.
2244	Storage Charges ISF	Off-site record storage and retrieval (hard copies).
2261	Computer Equipment < \$5,000	Computer equipment under \$5,000.
2262	Furniture and Fixtures < \$5,000	Furniture and fixtures under \$5,000.
2272	Conferences/Seminars ISF (Training ISF)	County-offered training classes.
2273	Education Conference and Seminars	Tuition and textbook reimbursement.
2291	Private Vehicle Mileage	Mileage reimbursement and auto allowance.
2292	Travel Expense (Conferences / Seminars)	Expenses for CALAFCO conferences and workshops.
2303	Motorpool ISF	Use of County vehicle for official business.



VENTURA LOCAL AGENCY FORMATION COMMISSION
STAFF REPORT

Meeting Date: July 18, 2018

LAFCo Case: City of Oxnard Sphere of Influence Amendments (LAFCo 18-07 S1-S5) and Reorganization (LAFCo 18-07) – Ocean View School District.



Project: The proposal involves the annexation of an approximately 5.31-acre territory to the City of Oxnard to reflect the City’s existing water and sewer service to the Ocean View Early Education School (pre-school), which is operated by the Ocean View School District. The proposal area includes the 5-acre pre-school site and the contiguous 0.31-acre segment of Olds Road to the west. The request includes the annexation of the proposal area to the Calleguas Municipal Water District (CMWD) and Oxnard Harbor District (OHD), detachment from Oxnard Drainage District No. 2 (ODD 2), Ventura County Fire Protection District (VCFPD), Ventura County Resource Conservation District (VCRC), and Ventura County Service Area Nos. 32 and 33 (CSA 32 and CSA 33), and corresponding sphere of influence amendments. A general map of the proposal area is provided above, and an aerial photograph is provided as Attachment 1. The necessary LAFCo actions consist of the following:

COMMISSIONERS AND STAFF

COUNTY	CITY	DISTRICT	PUBLIC
Linda Parks, Chair	Janice Parvin	Elaine Freeman	David J. Ross, Vice Chair
John Zaragoza	Carmen Ramirez	Mary Anne Rooney	
<i>Alternate:</i>	<i>Alternate:</i>	<i>Alternate:</i>	<i>Alternate:</i>
Steve Bennett	Claudia Bill-de la Peña	Andy Waters	Pat Richards
Executive Officer	Analyst	Office Manager/Clerk	Legal Counsel
Kai Luoma, AICP	Andrea Ozdy	Richelle Beltran	Michael Walker

Sphere of Influence Amendments

Agency	Change in Sphere Area	LAFCo No.	Map Attachment
City of Oxnard (City)	Expansion	18-07 S1	2
Calleguas Municipal Water District (CMWD)	Expansion	18-07 S2	3
Oxnard Harbor District (OHD)	Expansion	18-07 S3	3
Oxnard Drainage District No. 2 (ODD 2)	Reduction	18-07 S4	4
Ventura County Service Area No. 33 (CSA 33)	Reduction	18-07 S5	4

Reorganization Proposal¹

Agency	Jurisdictional Change	Map Attachment
City of Oxnard (City)	Annexation	2
Calleguas Municipal Water District (CMWD)	Annexation	3
Oxnard Harbor District (OHD)	Annexation	3
Oxnard Drainage District No. 2 (ODD 2)	Detachment	4
Ventura County Service Area No. 33 (CSA 33)	Detachment	4
Ventura County Fire Protection District (VCFPD)	Detachment	5
Ventura County Resource Conservation District (VCRCDD)	Detachment	5
Ventura County Service Area No. 32 (CSA 32)	Detachment	5

Location: The project area (known as Assessor’s Parcel Number 232-0-010-06) is located at 4600 Olds Road, approximately 1,000 feet southeast of the intersection of Pleasant Valley Road and Etting Road, contiguous to and southeast of the City of Oxnard’s municipal boundary. The proposal area includes the school property and the segment of the Olds Road right-of-way that is west of and contiguous to the school property (Attachment 1).

Proponent: City of Oxnard, by resolution.

Notice: This matter has been noticed as prescribed by law.

Recommendations:

- A. Determine that the action to approve the request is exempt under California Environmental Quality Act (CEQA) Guidelines §§ 15301 and 15319.
- B. Adopt resolution LAFCo 18-07 S1 making determinations and approving a sphere of influence amendment for the City of Oxnard (Attachment 6).

¹ Some of the maps provided in Attachments 3, 4, and 5 slightly misrepresent existing jurisdictional boundaries. In all cases, the correct agency boundaries align with the western boundary of the depicted proposal area (i.e., along Olds Road). At such time as a Certificate of Completion is recorded for the proposed reorganization (if the reorganization is approved), the official LAFCo maps will be updated to correctly depict the jurisdictional boundaries in the vicinity of the proposal area.

- C. Adopt resolution LAFCo 18-07 S2 making determinations and approving a sphere of influence amendment for the Calleguas Municipal Water District (Attachment 7).
- D. Adopt resolution LAFCo 18-07 S3 making determinations and approving a sphere of influence amendment for the Oxnard Harbor District (Attachment 8).
- E. Adopt resolution LAFCo 18-07 S4 making determinations and approving a sphere of influence amendment for Oxnard Drainage District No. 2 (Attachment 9).
- F. Adopt resolution LAFCo 18-07 S5 making determinations and approving a sphere of influence amendment for Ventura County Service Area No. 33 (Attachment 10).
- G. Adopt resolution LAFCo 18-07 making determinations and approving a reorganization for the City of Oxnard (Attachment 11).

Project Description:

Background:

The Ocean View School District, which operates the Ocean View Early Education School located within the proposal area, currently receives water and sewer service from the City by means of unauthorized extensions to the site. Neither the City nor the CMWD (a wholesale water provider of the City) approved the water line extension to the site, which is located outside the jurisdictional boundaries and sphere of influence of both the City and the CMWD. In addition, the City did not authorize the sewer line extension to the site. It is estimated that the extended infrastructure has been in place since the pre-school was constructed in 2001. In general, the California State Architect is the permitting authority for K-12 schools, and therefore no local building permit records exist for the site. Upon discovery of the unpermitted water line extension, the CMWD notified the school district of the violation. The City, CMWD, and school district agreed that pursuit of annexation of the property to the City was the appropriate remedy to resolve the issue. Approval of the request, followed by recordation of a Certificate of Completion, would validate the existing water service and sewer service from the City. No development is proposed as part of the proposal.

On December 12, 2017, the City Council of the City of Oxnard adopted a resolution to assign a General Plan designation of *School* and pre-zoning designation of *Community Reserve* for the subject 5-acre school property. On May 3, 2018, the City submitted the subject application to LAFCo, requesting that the Commission approve a reorganization and related sphere of influence amendments.

Request:

The City's request involves sphere of influence amendments to include territory in the sphere of the City, the CMWD (which provides wholesale water to cities and other districts for much of the area south of the Santa Clara River), and the OHD (which owns and operates the Port of

Hueneme), and annexation of territory to the City, CMWD, and OHD. Related, the request includes the detachment of territory from ODD 2 (which operates surface and subsurface agricultural drainage systems east of the City of Oxnard), VCFPD (which provides fire protection and paramedic services for all unincorporated areas in the County and for the cities of Camarillo, Moorpark, Ojai, Port Hueneme, Santa Paula, Simi Valley, and Thousand Oaks), VCRCO (which provides soil and water conservation services in unincorporated County areas only), CSA 32 (which monitors and regulates septic systems in all areas outside cities and sanitation districts), and CSA 33 (which provides recreation and park services in all areas outside cities and recreation and park districts), and associated sphere of influence reductions for ODD 2 and CSA 33.

General Analysis:

Proposed Sphere of Influence Amendments (LAFCo 18-07 S1-S5)

Government Code § 56076 defines a sphere of influence as the probable physical boundary and service area of a local agency, as determined by the Commission. The request includes five sphere of influence amendments, as follows:

- LAFCo 18-07 S1: The City's sphere would be expanded to accommodate the annexation of an approximately 5.31-acre area to the City, in order to validate the City's water and sewer service to that territory (Attachment 2);
- LAFCo 18-07 S2: The CMWD's sphere would be expanded to accommodate the annexation of an approximately 5.31-acre area to the CMWD, in order to validate the CMWD's water service to that territory and to align it with the City sphere and City boundary in this area (Attachment 3);
- LAFCo 18-07 S3: The OHD's sphere would be expanded to accommodate the annexation of an approximately 5.31-acre area to the OHD, in order to align it with the City sphere and City boundary in this area (Attachment 3);
- LAFCo 18-07 S4: ODD 2's sphere would be reduced by approximately 5.31 acres and would reflect the detachment of that area from the ODD 2 service area (Attachment 4); and
- LAFCo 18-07 S5: CSA 33's sphere would be reduced by approximately 5.31 acres and would reflect the detachment of that area from the CSA 33 service area (Attachment 4).

Sphere of Influence Determinations (Government Code § 56425(e))

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. Each of the required factors for Commission consideration, along with staff's analysis, are provided as follows:

LAFCo 18-07 (S1-S5) and LAFCo 18-07
City of Oxnard Sphere of Influence Amendments and Reorganization
Ocean View School District
July 18, 2018
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1. *The present and planned land uses in the area, including agricultural and open-space lands. (§ 56425(e)(1))*

The proposal area, developed with a pre-school facility, has a County General Plan designation of *Agricultural*, a City General Plan designation of *School*, and a pre-zoning designation of *Community Reserve*.

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

The proposal area, developed with a pre-school facility, receives water and sewer service from the City, and will continue to receive these services. No change in water service from the CMWD is anticipated. Once annexed to the City, the proposal area will be provided additional City services, such as those related to police and fire protection, street maintenance and lighting, and libraries.

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 City currently provides water and sewer services to the proposal area, and has been providing these services since approximately 2001. City staff has demonstrated that the City and CMWD will continue to have the ability to provide the necessary public services within the subject territory. Annexation of the subject site to the City would validate the existing City water and sewer service to the site, but would not result in any actual changes in service. Annexation to the OHD is included in the proposal because the OHD's service area includes all of the City; however, the OHD's services and facilities would not be altered or impacted by the proposal.

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 subject sphere of influence amendments do not involve territory that is known to be a community of interest. While the application materials provided by the City identify two mobile home parks located north of the project site (both located north of Etting Road and a minimum of 700 feet from the proposal area), both mobile home parks are located within the jurisdictional boundaries of the City and receive municipal services. Therefore, the sphere of influence amendments 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))

The existing spheres of influence of the City and CMWD include the community of Nyeland Acres, which is one of the two communities that the Commission determined met the definition of a disadvantaged unincorporated community (Ventura LAFCo Commissioner’s Handbook (Handbook) Section 3.2.5). However, the proposal does not involve a sphere of influence update; a sphere of influence update is defined in Handbook Section 4.1.2(b) as “a comprehensive review and modification of a sphere of influence that is not associated with a concurrent proposal for a change of organization or an out of agency service agreement.” Therefore, this determination does not apply to the subject sphere of influence amendments.

Reorganization Proposal (LAFCo 18-07)

The reorganization contains the following components related to the subject approximately 5.31-acre proposal area:

- Annexation to the City;
- Annexation to the CMWD;
- Annexation to the OHD;
- Detachment from ODD 2;
- Detachment from the VCFPD;
- Detachment from the VCRCD;
- Detachment from CSA 32; and
- Detachment from CSA 33.

Government Code § 56668 identifies several factors that the Commission must consider as part of its review of a reorganization proposal. These factors are discussed below.

1. Land Use and Population (Government Code §§ 56668(a), 56668(g), and 56668(o))

Land Area, Land Use, and Consistency with Plans

The proposal area consists of land used as a school (i.e., structures, parking lot, and outdoor play areas). A portion of an unrelated structure is built across the subject parcel’s property line to the north, and therefore partially encroaches into the subject parcel. The Ocean View School District, which owns both parcels, leases that structure to a community health

center known as Clinicas. The existing school facility is consistent with the City’s General Plan designation for the proposal area. The existing (County) and new (City) General Plan and zoning designations are as follows:

County General Plan Designation	County Zoning Designation	City General Plan Designation	City Zoning (Pre-zoning) Designation
<i>Agricultural (School) and Urban (Olds Road)</i>	<i>AE-40 ac (Agricultural Exclusive, 40 acre minimum parcel size)</i>	<i>School</i>	<i>Community Reserve (C-R)</i>

Surrounding General Plan and zoning designations will not be altered. Surrounding uses, General Plan designations and zoning designations are as follows:

	Current Use	Jurisdiction	General Plan Designation	Zoning Designation
North	Ocean View Junior High School and Mar Vista Elementary School	City	<i>School</i>	<i>Garden Apartment Planned Development (R3PD)² and Community Reserve (C-R)</i>
South	Agriculture	County	<i>Agricultural</i>	<i>Agricultural Exclusive, 40 acre minimum parcel size (A-E 40 ac)</i>
East	Agricultural	County	<i>Agricultural</i>	<i>Agricultural Exclusive, 40 acre minimum parcel size (A-E 40 ac)</i>
West	Single-Family Residential	City	<i>Residential Low</i>	<i>Single Family Residential (R-L)</i>

The City establishes the allowable land uses for territory within its jurisdiction. The proposal area is located outside the City’s urban restriction boundary (CURB) established through the City’s Save Open Space and Agricultural Resources (SOAR) ordinance. The CURB establishes a boundary outside of which voter approval is generally required prior to the extension of City services or a change in general plan designation. Pursuant to the provisions of the City’s SOAR ordinance, the City documents that the project is exempt from the requirement for voter approval to amend the CURB because the territory contains an existing public school and the project will not promote development. Related to the subject project, the City Council approved an amendment to the CURB to include the proposal area. Based on application materials submitted, it appears that the proposed development is consistent with the City’s General Plan.

² As part of the City’s zoning consistency project, the *R3PD* zoning designation is expected to be changed to *C-R*, which is the appropriate zoning for school facilities within areas designated by the General Plan as *School*.

Likelihood of Growth in the Area

Annexation of the proposal area to the City and CMWD would allow for the legalization of the existing water and sewer service to the property. The CMWD's notice to the Ocean View School District regarding the unpermitted extension of water service prompted the annexation request; new construction that would require extended service is not anticipated. The proposal area is surrounded to the north and west by existing development within the City.

Topography, Natural Features and Drainage

The subject property includes a developed school site, as well as associated outdoor playfields and a parking lot. According to the application materials submitted and a review of the site, the proposal area is generally level. Surrounding properties are also relatively flat and void of natural features.

Population

According to the County Registrar of Voters, there are no registered voters in the proposal area. As such, the proposal area is considered to be uninhabited, pursuant to Government Code § 56046.

Regional Transportation Plan

The *City of Oxnard Municipal Service Review (MSR)* accepted by the Commission in February 2018 documents that the City's population as of January 1, 2016, was estimated to be 206,997. The *Growth Forecast* appendix of the *2016-2040 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS)* (adopted by the Southern California Association of Governments in 2016) estimates that the City's population will reach 237,300 by 2040. The subject proposal consists of a non-residential use (i.e., an existing school); therefore, its annexation to the City will not result in any changes to the City's population. LAFCo staff did not identify any conflicts of the proposal with the *RTP/SCS*.

2. Services and Controls – Need, Cost, Adequacy and Availability (Government Code §§ 56668(b), 56668(k), and 56668(l))

According to the 2018 MSR and the application materials submitted to LAFCo, the City of Oxnard provides the following services within its jurisdiction: animal regulation, building and safety, community development/planning, fire protection, library, parks and recreation, police, solid waste collection and disposal, storm drain maintenance, street maintenance, wastewater, and water. In addition, the Gold Coast Transit District provides

transit services within the City. The proposal area is within the boundaries of the Ocean View Elementary School District and the Oxnard Union High School District. However, as the proposal area is developed with a pre-school, receives City water and sewer services, and is not residential in nature, it will not result in an increased demand on urban services or on school facilities. Increased demand for and impacts to City services are expected to be minimal.

The proposal area currently receives and would continue to receive water service from the City. According to the application materials, the City has a current total water supply of 32,000 acre-feet per year (AFY), which consists of both local and imported water sources. According to CMWD and City staff, water demand within the proposal area is estimated to be 3.11 AFY. Because no change in land use is prompting the requested annexation, no increase in water demand is anticipated.

The proposal area currently receives and would continue to receive sewer service from the City. City staff states that it currently treats an average of 23 million gallons per day (MGD) and has the ability to continue to accommodate 2,800 gallons (0.0028 MGD) generated within the proposal area.

3. Effect of Proposed Action and Alternative Actions (Government Code § 56668(c))

Staff has not identified any effects of the proposal on adjacent areas, mutual social and economic interests, or the local government structure of the County.

4. Conformity with Adopted Commission Policies (Government Code § 56668(d))

The proposal is consistent with all the Commission policies for changes of organization that are contained in the Handbook, including Section 3.2.1 which provides that “cities shall annex entire roadway sections adjacent to territory proposed to be annexed and shall include complete intersections.”

Handbook Section 3.2.4.5 states that LAFCo will not approve a proposal that has been determined by Naval Base Ventura County (NBVC) to be incompatible with its military operations based on the land use and compatibility recommendations of the Joint Land Use Study (JLUS) and NBVC Air Installations Compatible Use Zone (AICUZ) Study. According to Handbook Section 3.2.4.5, the purpose of such coordination is to ensure compatibility between NBVC and surrounding areas and to better protect health, safety, and welfare.

Handbook Section 4.2.3 encourages agencies seeking changes to their spheres of influence within the NBVC Military Influence Area to consult the Joint Land Use Study and NBVC AICUZ Study, and to coordinate with NBVC prior to submittal of a proposal to LAFCo.

While the subject proposal area lies within the NBVC Military Influence Area, coordination with NBVC is not necessary as approval of the proposed sphere of influence amendments and reorganization would not enable any changes in land use; instead, implementation of the proposal would remedy existing, illegitimate municipal service connections to an existing school facility.

5. Impact on Prime Agricultural Land and Agriculture and Open Space (Government Code §§ 56668(d), 56668(e), and 56377)

Prime Agricultural Land and Agriculture

In evaluating impacts to agricultural resources, LAFCo must apply the definition of prime agricultural land pursuant to LAFCo law (Government Code § 56064), which includes standards relating to the value of agricultural products and the soils classification determined by the Natural Resources Conservation Service (NRCS). The proposal area is rated by the NRCS as prime agricultural land; however, the territory is developed with a school facility, does not support livestock or crops, and does not qualify as a viable commercial agricultural operation. Undeveloped open area within the territory is fragmented and is used as outdoor athletic space. Based on the information above, implementation of the proposal would not result in the conversion of prime agricultural land.

Open Space

In evaluating impacts to open space land, LAFCo must utilize the definition of open space pursuant to LAFCo law (Government Code § 56059). The proposal area is not designated by the City's General Plan as *Open Space*. Therefore, it does not meet the definition of open space provided in LAFCo law.

6. Boundaries and Lines of Assessment (Government Code § 56668(f))

Map Review by County Surveyor

County Surveyor review and certification of a map and legal description are required in order to record the Certificate of Completion (pursuant to Government Code § 57201) and to file the statement of boundary change with the State Board of Equalization (pursuant to Government Code § 57204). As such, the draft resolution for the reorganization (Attachment 11) includes a condition that predicates recordation of a Certificate of Completion upon the approval of a map and legal description by the County Surveyor.

Legal Lot and Lines of Assessment

Handbook Sections 3.1.4.2 and 3.1.4.3 provide that the boundaries of a proposal shall follow lines of assessment or ownership, and that a proposal shall involve only legal lots. The proposal boundaries follow lines of assessment and ownership, and staff has no information to indicate that the lot was not legally created. These provisions do not apply to roads within the public road network.

7. Applicable Spheres of Influence (Government Code § 56668(i))

The proposal area is located outside the spheres of influence of the City, CMWD, and OHD. In order to accomplish the proposed reorganization, sphere amendments are required so that the proposal area is entirely within the spheres of influence of the City, CMWD, and OHD, and entirely outside of the spheres of CSA 33 and ODD 2.

The proposal area is also within the spheres of influence of the Fox Canyon Groundwater Management Agency, Gold Coast Transit District, United Water Conservation District, Ventura County Service Area Nos. 14 and 32, Ventura County Watershed Protection District, and Ventura Regional Sanitary District. The spheres of influence of these agencies would not be affected by the proposal.

8. Regional Housing Needs (Government Code § 56668(m))

The proposal does not involve the creation of any parcels for residential use. Additionally, pursuant to the application materials submitted, the City's General Plan Housing Element does not identify the proposal area as being necessary in order for the City to meet its regional housing needs obligation.

9. Environmental Justice (Government Code § 56668(p))

Approval of the proposal would not result in the unfair treatment of any person based on race, culture or income with respect to the provision of municipal services to the proposal area. Staff did not identify any issues regarding environmental justice.

10. Comments and Additional Information (Government Code §§ 56668(j) and 56668(n))

As of the date of this report, no information or comments have been submitted by any affected local agency or other public agency, landowners, voters, or residents of the affected territory.

California Environmental Quality Act (CEQA):

When the Oxnard City Council approved the project, it determined that the project was exempt from CEQA. LAFCo's actions are also subject to CEQA. The Commission must therefore determine the appropriate environmental document for the proposed reorganization and associated sphere of influence amendments.

Staff recommends that the Commission find that the requested reorganization and associated sphere of influence amendments are exempt from CEQA pursuant to CEQA Guidelines §§ 15301 (existing facilities) and 15319 (annexations of existing facilities and lots for exempt facilities). The proposal area contains an existing school site, and implementation of the proposal will involve the validation of existing City water and sewer service to the site. No new development is proposed. Each of the draft resolutions contains a finding that the project is exempt from CEQA, as described above.

Commission Proceedings – Process Considerations:

Pursuant to Government Code § 56662(a), the Commission may make determinations on the reorganization proposal without notice and a hearing and can waive protest proceedings entirely if the following criteria are met:

- (1) The territory is uninhabited.
- (2) An affected local agency has not submitted a written demand for notice and hearing during the 10-day period following the issuance of the notice of Receipt of Application.
- (3) The proposal is accompanied by proof, satisfactory to the Commission, that all the owners of land within the affected territory have given their written consent to the proposal.

According to the County Registrar of Voters, there are no registered voters who reside in the proposal area. As such, the proposal area is considered by LAFCo to be uninhabited (Government Code § 56046). No affected agency has submitted a written demand for notice and hearing. The property owner of the land within the proposal area supports the requested reorganization. While the project involves components that do require a notice and hearing (i.e., the requested sphere of influence amendments), staff recommends that the Commission waive protest proceedings entirely. The resolution approving the reorganization contains the appropriate language to waive protest proceedings.

Alternative Actions Available:

- A. If the Commission, following public testimony and review of the materials submitted, determines that further information is necessary, an action to continue the hearing should include the specific information desired and specify a date certain for further consideration.
- B. If the Commission, following public testimony and review of the materials submitted, determines that the reorganization proposal and/or the sphere of influence amendments should be approved subject to any changes or additions to the terms and conditions recommended, an action to approve should clearly specify any changes or additions to the terms and conditions of approval.
- C. If the Commission, following public testimony and review of materials submitted, wishes to deny or modify the reorganization proposal and/or the sphere of influence amendments, the action should include direction that the matter be continued to the next meeting and that staff prepare a new report consistent with the evidence submitted and the anticipated decision.



BY: Andrea Ozdy
Andrea Ozdy
Analyst

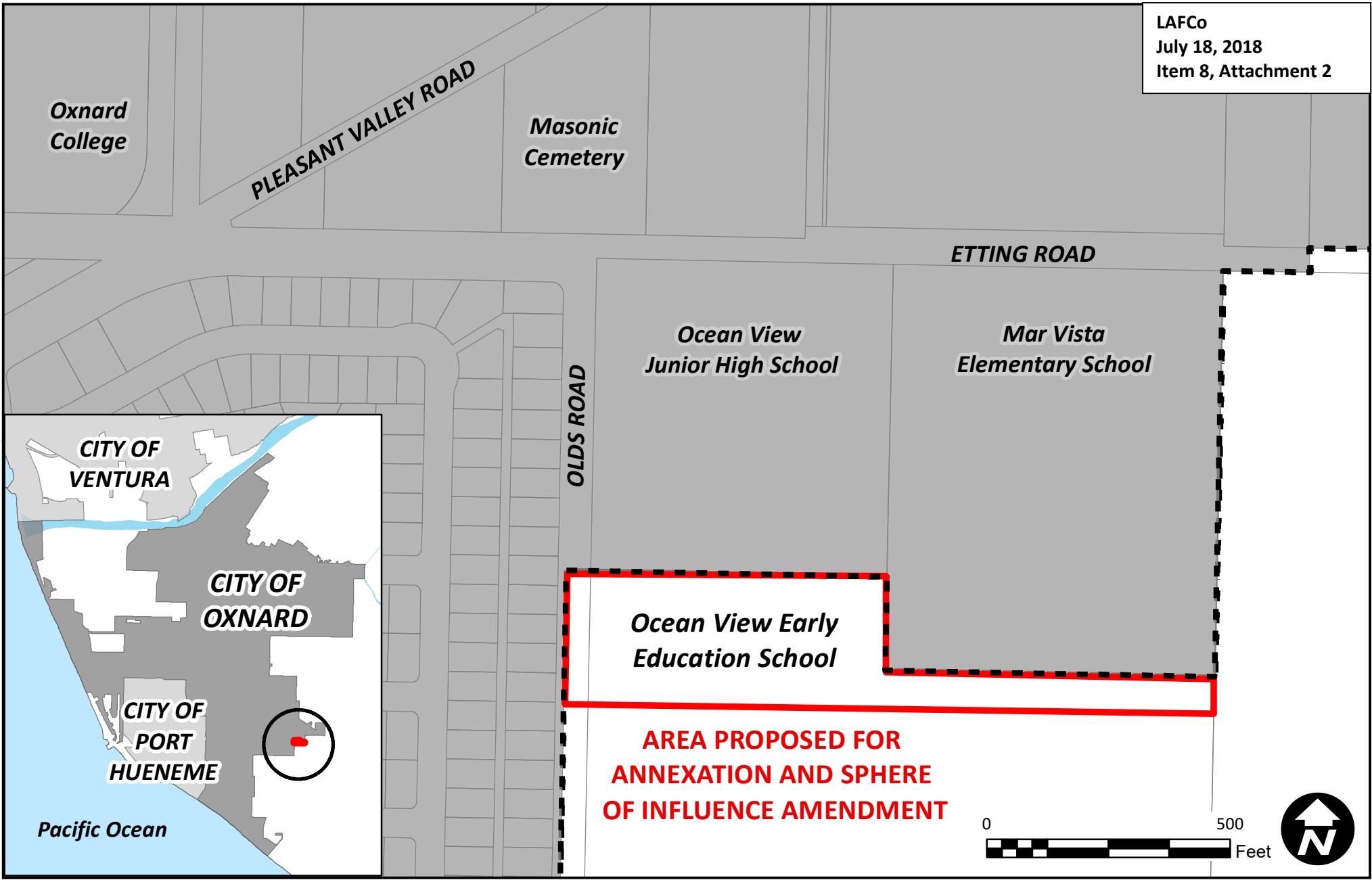
Attachments:

- 1. Proposal Area – Aerial Map
- 2. Sphere Amendment and Annexation Location Map – City of Oxnard
- 3. Sphere Amendment and Annexations Location Map – CMWD and OHD
- 4. Sphere Amendment and Detachments Location Map – ODD 2 and CSA 33
- 5. Detachments Location Map – VCFPD, VCRCD, and CSA 32
- 6. LAFCo 18-07 S1 Resolution (City Sphere of Influence Amendment)
- 7. LAFCo 18-07 S2 Resolution (CMWD Sphere of Influence Amendment)
- 8. LAFCo 18-07 S3 Resolution (OHD Sphere of Influence Amendment)
- 9. LAFCo 18-07 S4 Resolution (ODD 2 Sphere of Influence Amendment)
- 10. LAFCo 18-07 S5 Resolution (CSA 33 Sphere of Influence Amendment)
- 11. LAFCo 18-07 Resolution (City of Oxnard Reorganization)




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






-  Proposal Area
-  City of Oxnard - Existing City Boundary

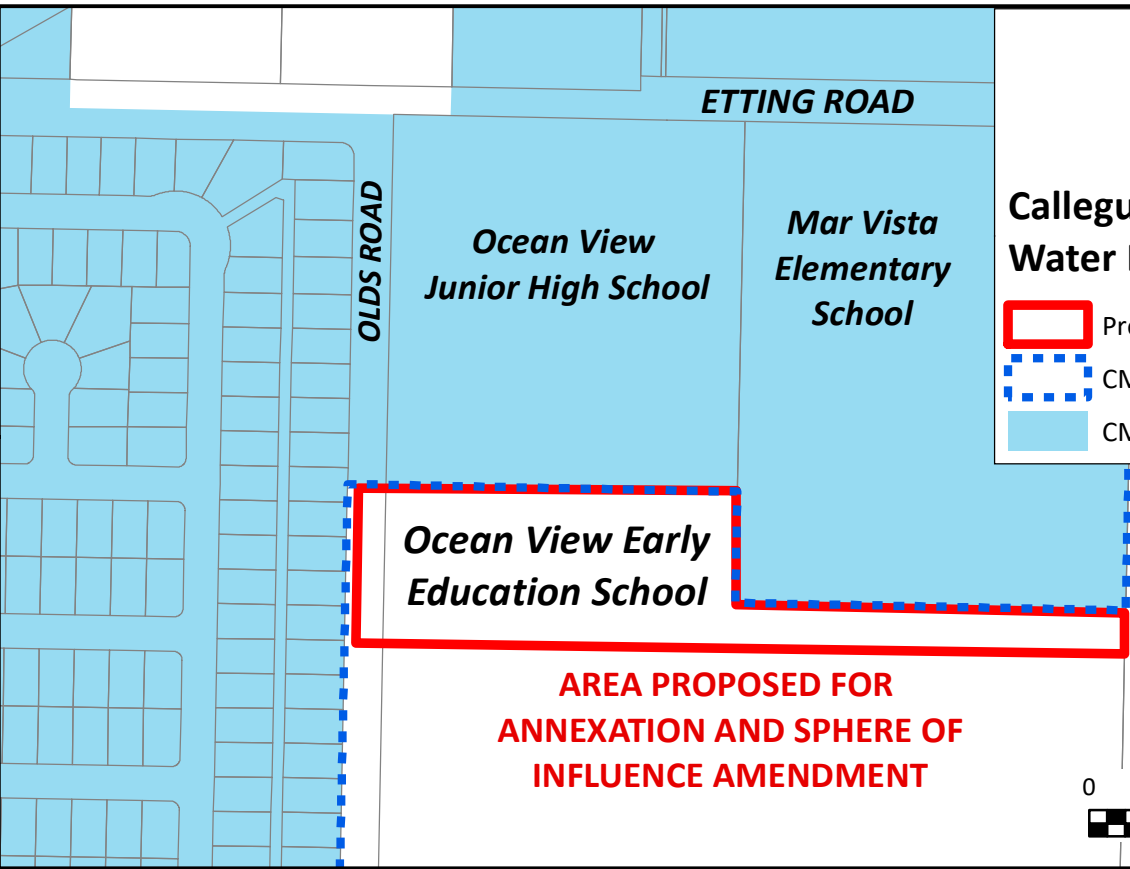


LAFCo 18-07 and 18-07S
City of Oxnard Reorganization
and Sphere of Influence Amendments
Ocean View School District
July 18, 2018

-  Proposal Area
-  City of Oxnard - Existing Sphere of Influence Boundary
-  City of Oxnard - Existing City Boundary

Calleguas Municipal Water District (CMWD)




-  Proposal Area
-  CMWD - Existing Sphere of Influence
-  CMWD - Existing District Boundary

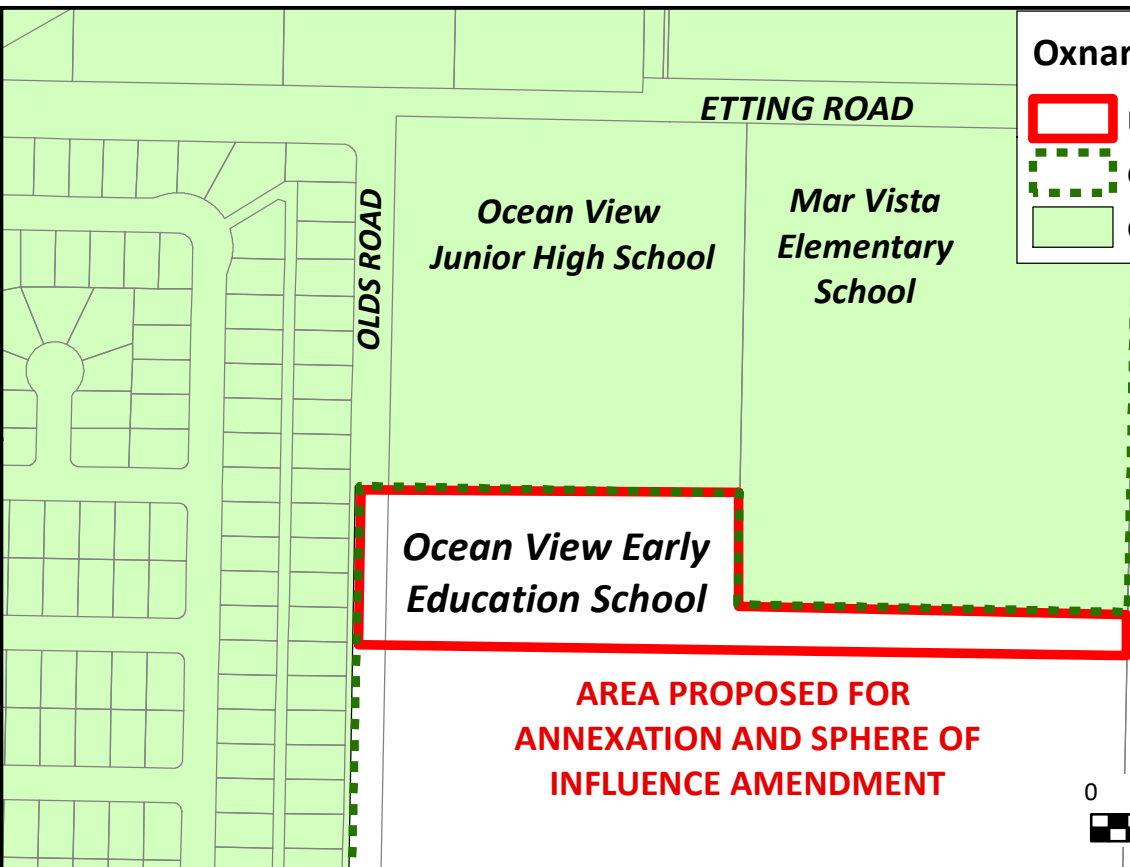


**AREA PROPOSED FOR
ANNEXATION AND SPHERE OF
INFLUENCE AMENDMENT**



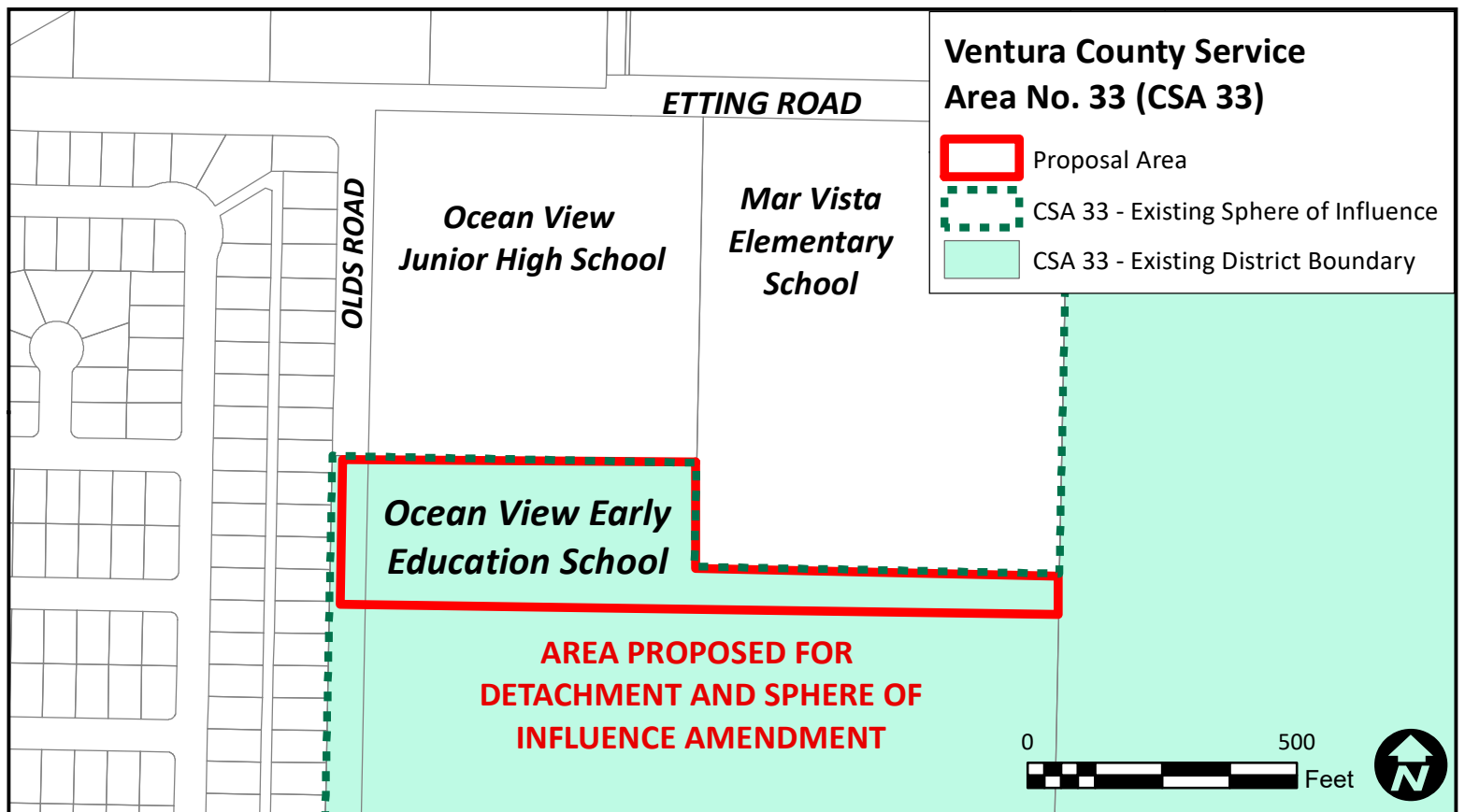
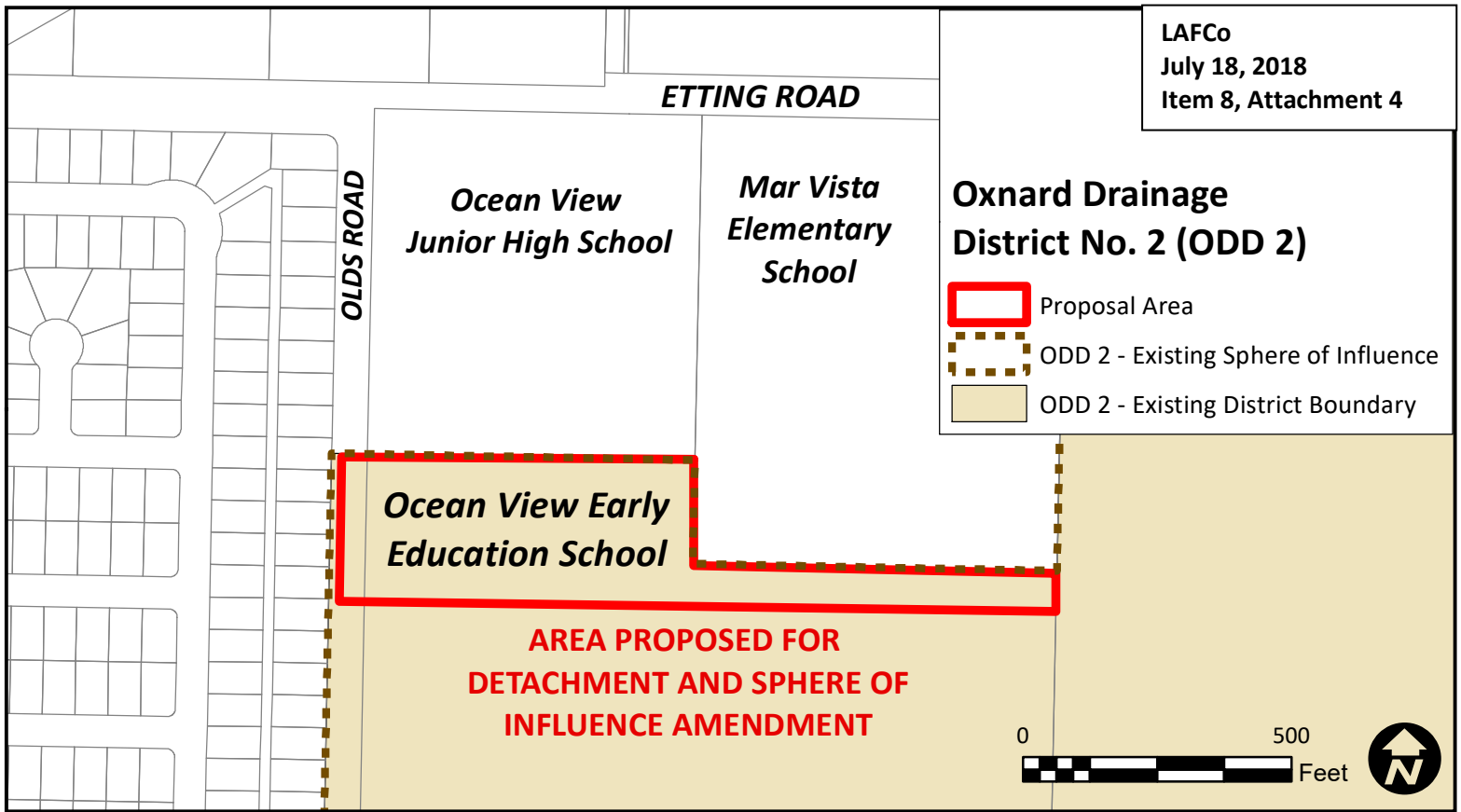
Oxnard Harbor District (OHD)

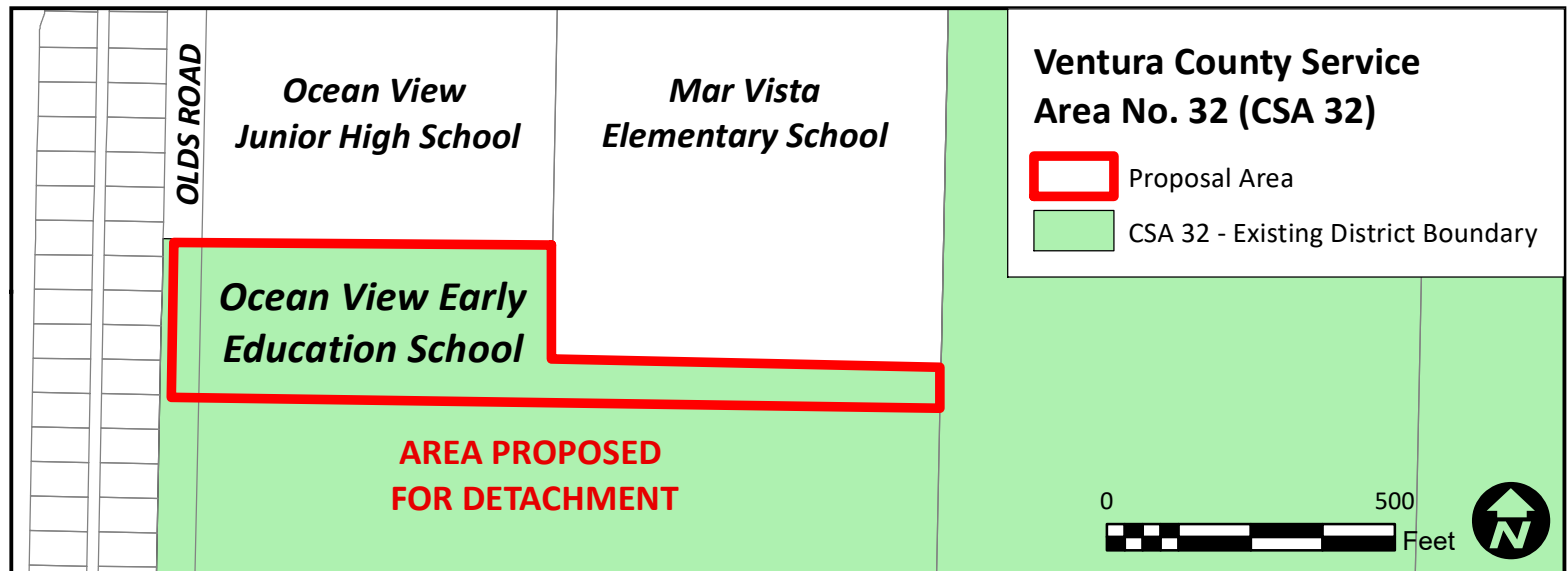
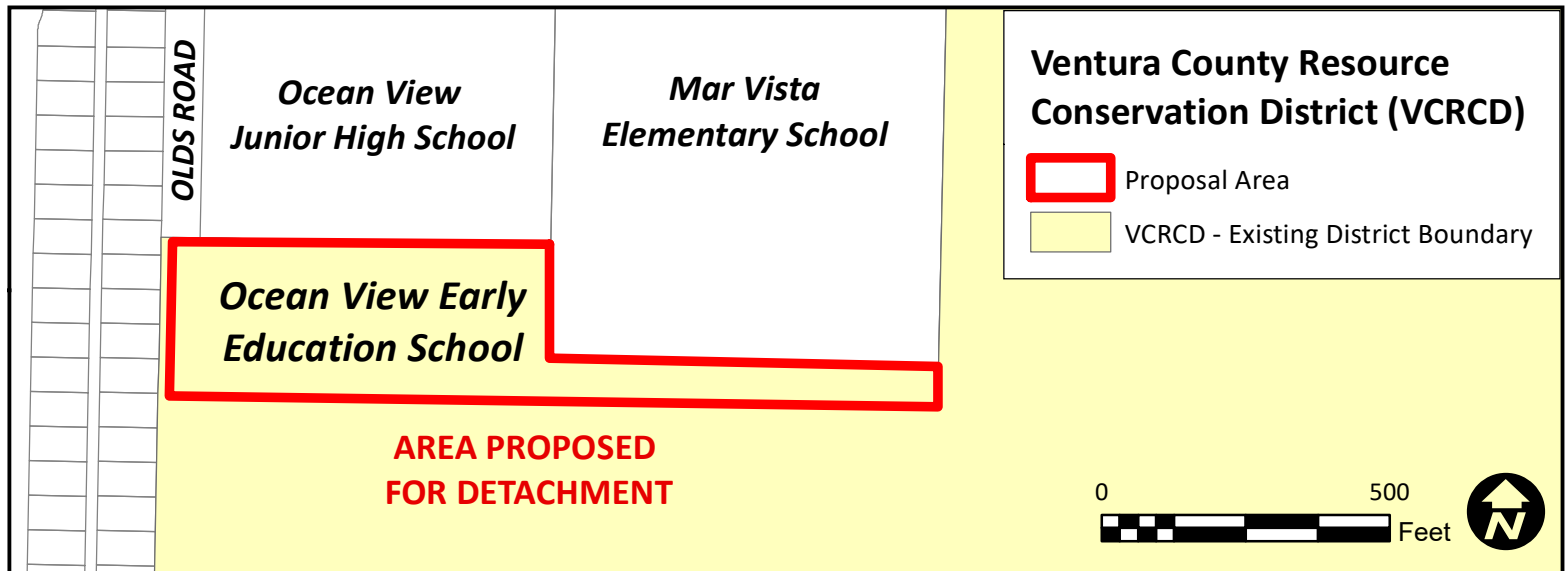
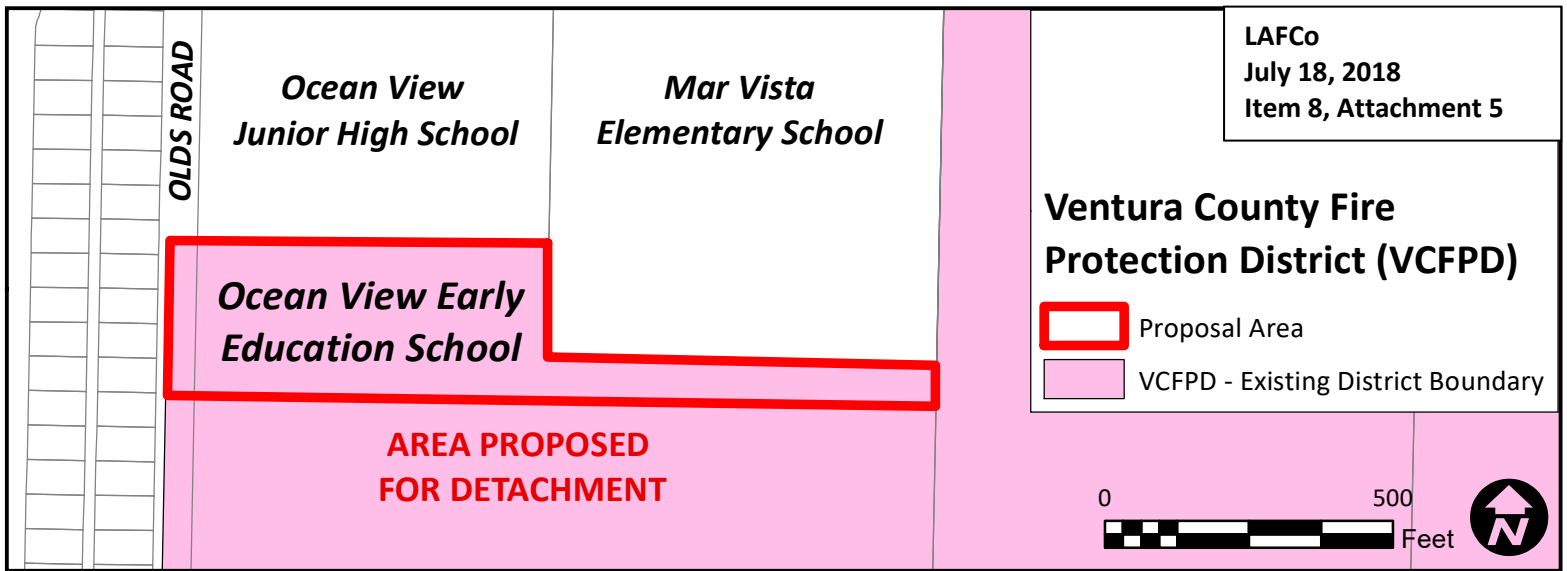
-  Proposal Area
-  OHD - Existing Sphere of Influence
-  OHD - Existing District Boundary



**AREA PROPOSED FOR
ANNEXATION AND SPHERE OF
INFLUENCE AMENDMENT**







LAFCO 18-07 S1

**RESOLUTION OF THE VENTURA LOCAL AGENCY FORMATION
COMMISSION MAKING DETERMINATIONS AND APPROVING
THE CITY OF OXNARD SPHERE OF INFLUENCE AMENDMENT –
OCEAN VIEW SCHOOL 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, a written request has been filed with the LAFCo Executive Officer pursuant to Government Code § 56428 for the amendment of the City of Oxnard (City) 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 amendment item was duly considered at a public hearing on July 18, 2018, 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 amendment including, but not limited to, testimony at the public hearing on July 18, 2018, and the LAFCo staff report and recommendations.

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

- (1) The LAFCo Staff Report and recommendations dated July 18, 2018, are adopted; and
- (2) 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 proposal area, developed with a pre-school facility, has a County General Plan designation of *Agricultural*, a City General Plan designation of *School* and a pre-zoning designation of *Community Reserve*.

b. *The present and probable need for public facilities and services in the area.*

(§ 56425(e)(2))

The proposal area, developed with a pre-school facility, receives water and sewer service from the City, and will continue to receive these services. No change in water service from the Calleguas Municipal Water District (CMWD) is anticipated. Once annexed to the City, the proposal area will be provided additional City services, such as those related to police and fire protection, street maintenance and lighting, and libraries.

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 City currently provides water and sewer services to the proposal area, and has been providing these services since approximately 2001. City staff has demonstrated that the City and CMWD will continue to have the ability to provide the necessary public services within the subject territory. Annexation of the subject site to the City would validate the existing City water and sewer service to the site, but would not result in any actual changes in service. Annexation to the Oxnard Harbor District (OHD) is included in the proposal because the OHD's service area includes all of the City; however, the OHD's services and facilities would not be altered or impacted by the proposal.

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 subject sphere of influence amendments do not involve territory that is known to be a community of interest. While the application materials provided by the City identify two mobile home parks located north of the project site (both located north of Etting Road and a minimum of 700 feet from the proposal area), both mobile home parks are located within the jurisdictional boundaries of the City and receive municipal services. Therefore, the sphere of influence amendments 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))

The existing spheres of influence of the City and CMWD include the community of Nyeland Acres, which is one of the two communities that the Commission determined met the definition of a disadvantaged unincorporated community (Ventura LAFCo Commissioner’s Handbook (Handbook) Section 3.2.5). However, the proposal does not involve a sphere of influence update; a sphere of influence update is defined in Handbook Section 4.1.2(b) as “a comprehensive review and modification of a sphere of influence that is not associated with a concurrent proposal for a change of organization or an out of agency service agreement.” Therefore, this determination does not apply to the subject sphere of influence amendments.

- (3) The sphere of influence amendment for the City is hereby approved to include the area as generally depicted in Exhibit A attached hereto; and
- (4) In accordance with staff’s recommendation that the subject proposal is exempt from the California Environmental Quality Act (CEQA) pursuant to §§ 15301 and 15319 of the CEQA Guidelines, the Commission hereby finds the proposal to be categorically exempt; and
- (5) The Commission directs staff to file a Notice of Exemption under § 15062 of the CEQA Guidelines; and
- (6) This sphere of influence amendment approval shall not become effective until a Certificate of Completion has been recorded for “LAFCO 18-07 CITY OF OXNARD REORGANIZATION – OCEAN VIEW SCHOOL DISTRICT”; 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 City amended consistent with this action.

This resolution was adopted on July 18, 2018.

	AYE	NO	ABSTAIN	ABSENT
Commissioner Freeman	<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 Ramirez	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Rooney	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Ross	<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 Bill-de la Peña	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Richards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Waters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

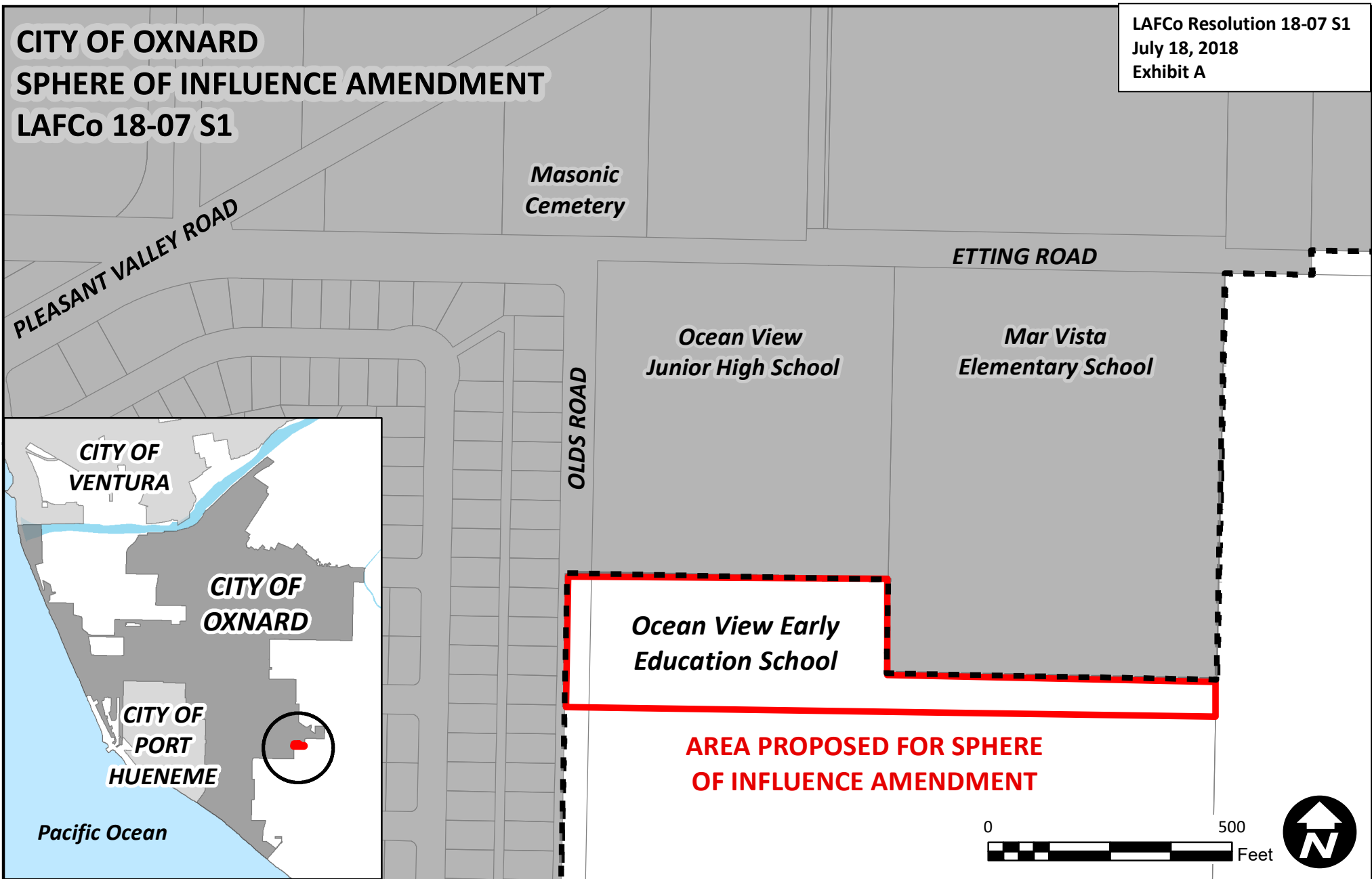
Date Linda Parks, Chair, Ventura Local Agency Formation Commission

Attachment: Exhibit A




- c: City of Oxnard
- Calleguas Municipal Water District
- Oxnard Drainage District No. 2
- Oxnard Harbor District
- Ventura County Fire Protection District
- Ventura County Service Area No. 32
- Ventura County Service Area No. 33
- Ventura County Planning Division
- Ventura County Resource Conservation District
- Southern California Edison
- Sempra Energy/Gas Company
- Ventura County Watershed Protection District
- Ventura County Assessor’s Office
- Ventura County Auditor-Controller
- Ventura County Elections-Registrar of Voters
- Ventura County Sheriff – EOC
- Ventura County Surveyor
- Ventura County GIS Officer

**CITY OF OXNARD
 SPHERE OF INFLUENCE AMENDMENT
 LAFCo 18-07 S1**

LAFCo Resolution 18-07 S1
 July 18, 2018
 Exhibit A



LAFCo 18-07 and 18-07S
 City of Oxnard Reorganization
 and Sphere of Influence Amendments
 Ocean View School District
 July 18, 2018

-  Area to be Included in City Sphere
-  City of Oxnard - Existing Sphere of Influence Boundary
-  City of Oxnard - Existing City Boundary

LAFCO 18-07 S2

**RESOLUTION OF THE VENTURA LOCAL AGENCY FORMATION
COMMISSION MAKING DETERMINATIONS AND APPROVING
THE CALLEGUAS MUNICIPAL WATER DISTRICT SPHERE OF
INFLUENCE AMENDMENT – OCEAN VIEW SCHOOL 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, a written request has been filed with the LAFCo Executive Officer pursuant to Government Code § 56428 for the amendment of the Calleguas Municipal Water District (CMWD or District) 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 amendment item was duly considered at a public hearing on July 18, 2018, 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 amendment including, but not limited to, testimony at the public hearing on July 18, 2018, and the LAFCo staff report and recommendations.

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

- (1) The LAFCo Staff Report and recommendations dated July 18, 2018, are adopted; and
- (2) 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 proposal area, developed with a pre-school facility, has a County General Plan designation of *Agricultural*, a City of Oxnard (City) General Plan designation of *School* and a pre-zoning designation of *Community Reserve*.

b. *The present and probable need for public facilities and services in the area.*

(§ 56425(e)(2))

The proposal area, developed with a pre-school facility, receives water and sewer service from the City, and will continue to receive these services. No change in water service from the CMWD is anticipated. Once annexed to the City, the proposal area will be provided additional City services, such as those related to police and fire protection, street maintenance and lighting, and libraries.

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 City currently provides water and sewer services to the proposal area, and has been providing these services since approximately 2001. City staff has demonstrated that the City and CMWD will continue to have the ability to provide the necessary public services within the subject territory. Annexation of the subject site to the City would validate the existing City water and sewer service to the site, but would not result in any actual changes in service. Annexation to the Oxnard Harbor District (OHD) is included in the proposal because the OHD's service area includes all of the City; however, the OHD's services and facilities would not be altered or impacted by the proposal.

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 subject sphere of influence amendments do not involve territory that is known to be a community of interest. While the application materials provided by the City identify two mobile home parks located north of the project site (both located north of Etting Road and a minimum of 700 feet from the proposal area), both mobile home parks are located within the jurisdictional boundaries of the City and receive municipal services. Therefore, the sphere of influence amendments 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))

The existing spheres of influence of the City and CMWD include the community of Nyeland Acres, which is one of the two communities that the Commission determined met the definition of a disadvantaged unincorporated community (Ventura LAFCo Commissioner's Handbook (Handbook) Section 3.2.5). However, the proposal does not involve a sphere of influence update; a sphere of influence update is defined in Handbook Section 4.1.2(b) as "a comprehensive review and modification of a sphere of influence that is not associated with a concurrent proposal for a change of organization or an out of agency service agreement." Therefore, this determination does not apply to the subject sphere of influence amendments.

- (3) The sphere of influence amendment for the District is hereby approved to include the area as generally depicted in Exhibit A attached hereto; and
- (4) In accordance with staff's recommendation that the subject proposal is exempt from the California Environmental Quality Act (CEQA) pursuant to §§ 15301 and 15319 of the CEQA Guidelines, the Commission hereby finds the proposal to be categorically exempt; and
- (5) The Commission directs staff to file a Notice of Exemption under § 15062 of the CEQA Guidelines; and
- (6) This sphere of influence amendment approval shall not become effective until a Certificate of Completion has been recorded for "LAFCO 18-07 CITY OF OXNARD REORGANIZATION – OCEAN VIEW SCHOOL DISTRICT"; 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 District amended consistent with this action.

This resolution was adopted on July 18, 2018.

	AYE	NO	ABSTAIN	ABSENT
Commissioner Freeman	<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 Ramirez	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Rooney	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Ross	<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 Bill-de la Peña	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Richards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Waters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

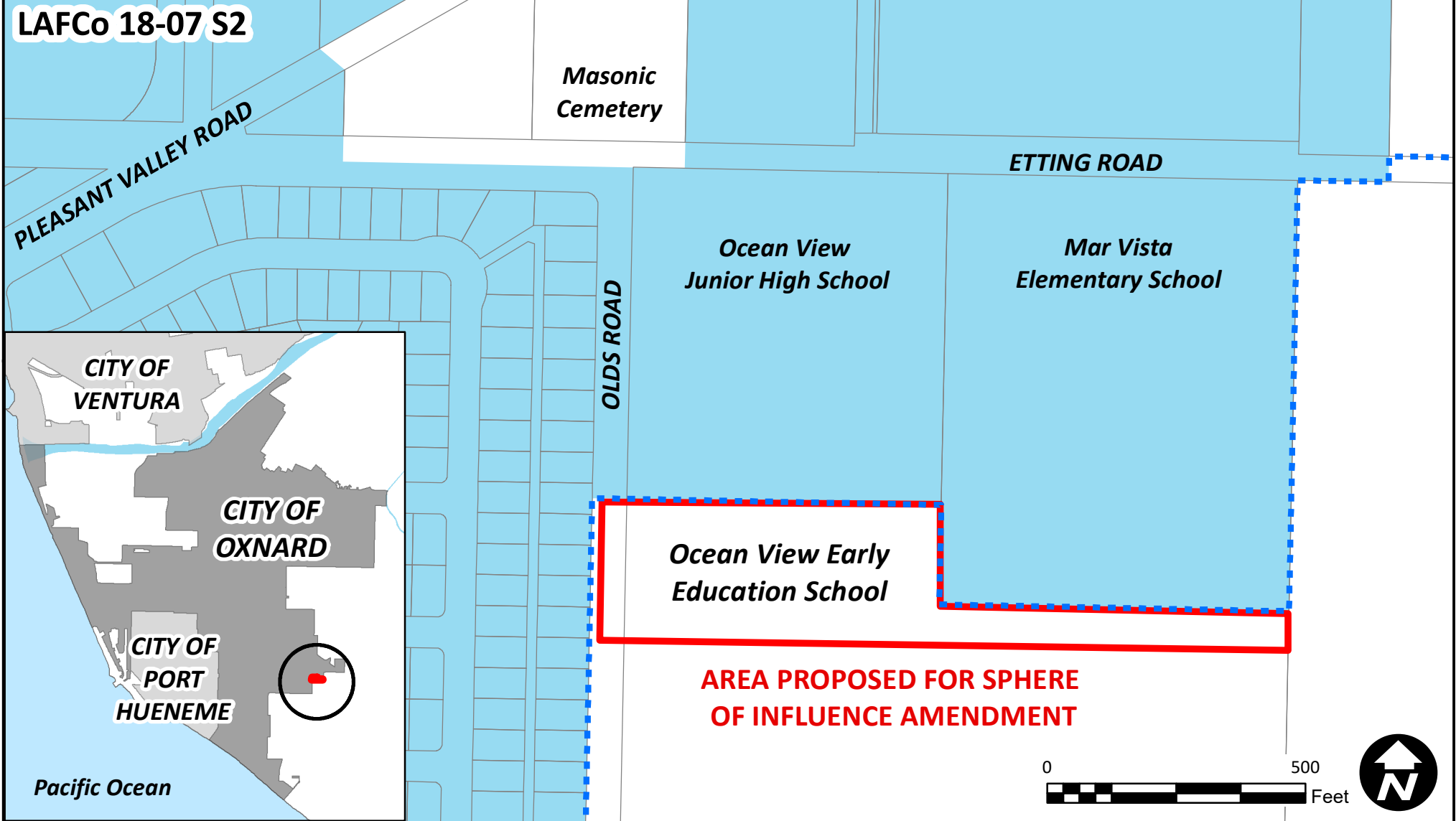
Date Linda Parks, Chair, Ventura Local Agency Formation Commission

Attachment: Exhibit A




- c: City of Oxnard
- Calleguas Municipal Water District
- Oxnard Drainage District No. 2
- Oxnard Harbor District
- Ventura County Fire Protection District
- Ventura County Service Area No. 32
- Ventura County Service Area No. 33
- Ventura County Planning Division
- Ventura County Resource Conservation District
- Southern California Edison
- Sempra Energy/Gas Company
- Ventura County Watershed Protection District
- Ventura County Assessor’s Office
- Ventura County Auditor-Controller
- Ventura County Elections-Registrar of Voters
- Ventura County Sheriff – EOC
- Ventura County Surveyor
- Ventura County GIS Officer

**CALLEGUAS MUNICIPAL WATER DISTRICT (CMWD)
 SPHERE OF INFLUENCE AMENDMENT
 LAFCo 18-07 S2**

LAFCo Resolution 18-07 S2
 July 18, 2018
 Exhibit A



LAFCo 18-07 and 18-07S
 City of Oxnard Reorganization
 and Sphere of Influence Amendments
 Ocean View School District
 July 18, 2018

-  Area to be Included in CMWD Sphere
-  CMWD - Existing Sphere of Influence Boundary
-  CMWD - Existing District Boundary

LAFCO 18-07 S3

**RESOLUTION OF THE VENTURA LOCAL AGENCY FORMATION
COMMISSION MAKING DETERMINATIONS AND APPROVING
THE OXNARD HARBOR DISTRICT SPHERE OF INFLUENCE
AMENDMENT – OCEAN VIEW SCHOOL 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, a written request has been filed with the LAFCo Executive Officer pursuant to Government Code § 56428 for the amendment of the Oxnard Harbor District (OHD or District) 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 amendment item was duly considered at a public hearing on July 18, 2018, 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 amendment including, but not limited to, testimony at the public hearing on July 18, 2018, and the LAFCo staff report and recommendations.

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

- (1) The LAFCo Staff Report and recommendations dated July 18, 2018, are adopted; and
- (2) 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 proposal area, developed with a pre-school facility, has a County General Plan designation of *Agricultural*, a City of Oxnard (City) General Plan designation of *School* and a pre-zoning designation of *Community Reserve*.

b. *The present and probable need for public facilities and services in the area.*

(§ 56425(e)(2))

The proposal area, developed with a pre-school facility, receives water and sewer service from the City, and will continue to receive these services. No change in water service from the Calleguas Municipal Water District (CMWD) is anticipated. Once annexed to the City, the proposal area will be provided additional City services, such as those related to police and fire protection, street maintenance and lighting, and libraries.

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 City currently provides water and sewer services to the proposal area, and has been providing these services since approximately 2001. City staff has demonstrated that the City and CMWD will continue to have the ability to provide the necessary public services within the subject territory. Annexation of the subject site to the City would validate the existing City water and sewer service to the site, but would not result in any actual changes in service. Annexation to the OHD is included in the proposal because the OHD's service area includes all of the City; however, the OHD's services and facilities would not be altered or impacted by the proposal.

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 subject sphere of influence amendments do not involve territory that is known to be a community of interest. While the application materials provided by the City identify two mobile home parks located north of the project site (both located north of Etting Road and a minimum of 700 feet from the proposal area), both mobile home parks are located within the jurisdictional boundaries of the City and receive municipal services. Therefore, the sphere of influence amendments 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))

The existing spheres of influence of the City and CMWD include the community of Nyeland Acres, which is one of the two communities that the Commission determined met the definition of a disadvantaged unincorporated community (Ventura LAFCo Commissioner’s Handbook (Handbook) Section 3.2.5). However, the proposal does not involve a sphere of influence update; a sphere of influence update is defined in Handbook Section 4.1.2(b) as “a comprehensive review and modification of a sphere of influence that is not associated with a concurrent proposal for a change of organization or an out of agency service agreement.” Therefore, this determination does not apply to the subject sphere of influence amendments.

- (3) The sphere of influence amendment for the District is hereby approved to include the area as generally depicted in Exhibit A attached hereto; and
- (4) In accordance with staff’s recommendation that the subject proposal is exempt from the California Environmental Quality Act (CEQA) pursuant to §§ 15301 and 15319 of the CEQA Guidelines, the Commission hereby finds the proposal to be categorically exempt; and
- (5) The Commission directs staff to file a Notice of Exemption under § 15062 of the CEQA Guidelines; and
- (6) This sphere of influence amendment approval shall not become effective until a Certificate of Completion has been recorded for “LAFCO 18-07 CITY OF OXNARD REORGANIZATION – OCEAN VIEW SCHOOL DISTRICT”; 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 District amended consistent with this action.

This resolution was adopted on July 18, 2018.

	AYE	NO	ABSTAIN	ABSENT
Commissioner Freeman	<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 Ramirez	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Rooney	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Ross	<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 Bill-de la Peña	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Richards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Waters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

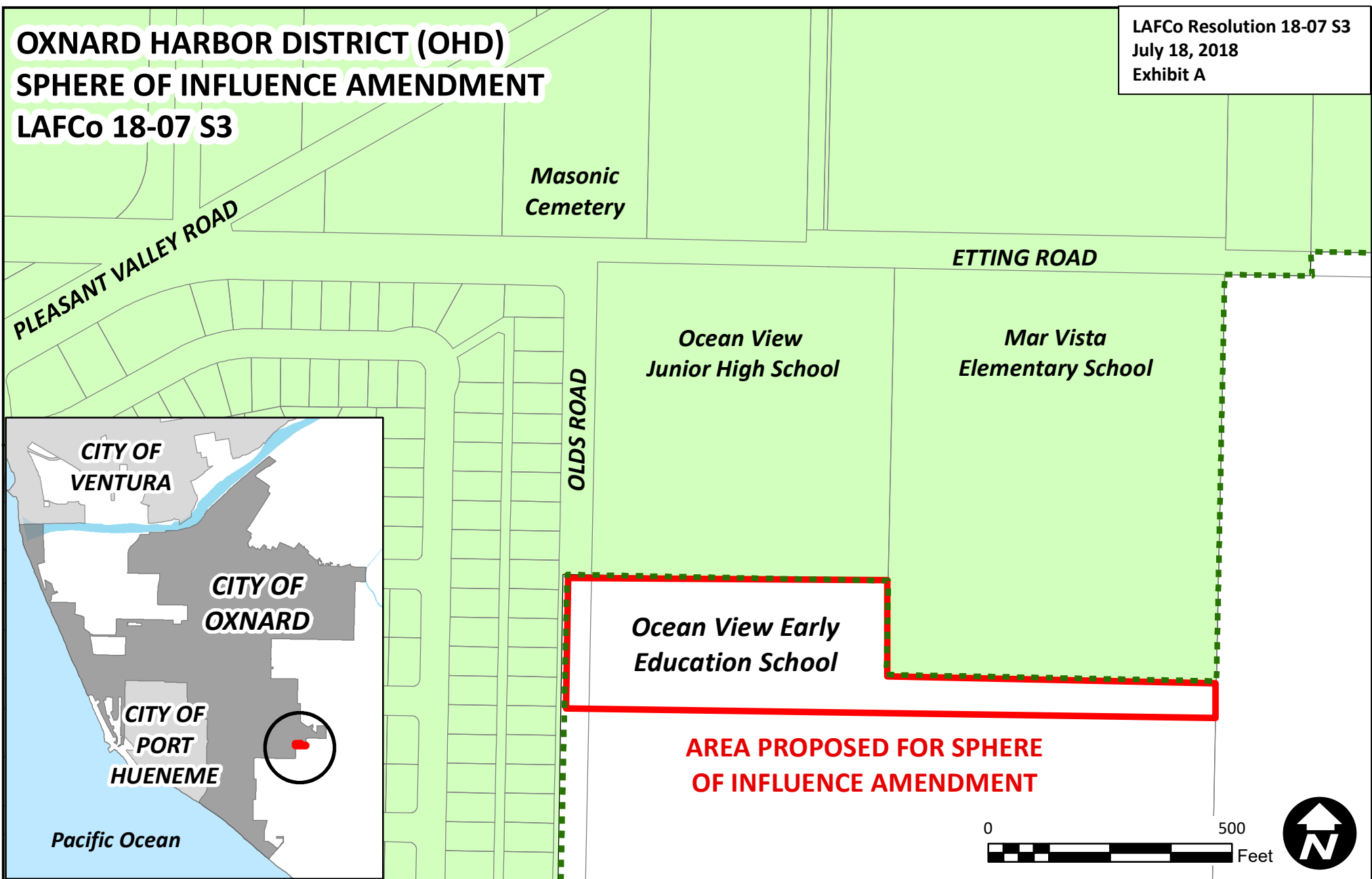
Date Linda Parks, Chair, Ventura Local Agency Formation Commission

Attachment: Exhibit A

- c: City of Oxnard
- Calleguas Municipal Water District
- Oxnard Drainage District No. 2
- Oxnard Harbor District
- Ventura County Fire Protection District
- Ventura County Service Area No. 32
- Ventura County Service Area No. 33
- Ventura County Planning Division
- Ventura County Resource Conservation District
- Southern California Edison
- Sempra Energy/Gas Company
- Ventura County Watershed Protection District
- Ventura County Assessor’s Office
- Ventura County Auditor-Controller
- Ventura County Elections-Registrar of Voters
- Ventura County Sheriff – EOC
- Ventura County Surveyor
- Ventura County GIS Officer

**OXNARD HARBOR DISTRICT (OHD)
 SPHERE OF INFLUENCE AMENDMENT
 LAFCo 18-07 S3**

LAFCo Resolution 18-07 S3
 July 18, 2018
 Exhibit A



LAFCo 18-07 and 18-07S
 City of Oxnard Reorganization
 and Sphere of Influence Amendments
 Ocean View School District
 July 18, 2018

- Area to be Included in OHD Sphere
- OHD - Existing Sphere of Influence Boundary
- OHD - Existing District Boundary

LAFCO 18-07 S4

**RESOLUTION OF THE VENTURA LOCAL AGENCY FORMATION
COMMISSION MAKING DETERMINATIONS AND APPROVING
OXNARD DRAINAGE DISTRICT NO. 2 SPHERE OF INFLUENCE
AMENDMENT – OCEAN VIEW SCHOOL 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, a written request has been filed with the LAFCo Executive Officer pursuant to Government Code § 56428 for the amendment of the Oxnard Drainage District No. 2 (ODD 2 or District) 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 amendment item was duly considered at a public hearing on July 18, 2018, 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 amendment including, but not limited to, testimony at the public hearing on July 18, 2018, and the LAFCo staff report and recommendations.

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

- (1) The LAFCo Staff Report and recommendations dated July 18, 2018, are adopted; and
- (2) 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 proposal area, developed with a pre-school facility, has a County General Plan designation of *Agricultural*, a City of Oxnard (City) General Plan designation of *School* and a pre-zoning designation of *Community Reserve*.

b. *The present and probable need for public facilities and services in the area.*

(§ 56425(e)(2))

The proposal area, developed with a pre-school facility, receives water and sewer service from the City, and will continue to receive these services. No change in water service from the Calleguas Municipal Water District (CMWD) is anticipated. Once annexed to the City, the proposal area will be provided additional City services, such as those related to police and fire protection, street maintenance and lighting, and libraries.

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 City currently provides water and sewer services to the proposal area, and has been providing these services since approximately 2001. City staff has demonstrated that the City and CMWD will continue to have the ability to provide the necessary public services within the subject territory. Annexation of the subject site to the City would validate the existing City water and sewer service to the site, but would not result in any actual changes in service. Annexation to the Oxnard Harbor District (OHD) is included in the proposal because the OHD's service area includes all of the City; however, the OHD's services and facilities would not be altered or impacted by the proposal.

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 subject sphere of influence amendments do not involve territory that is known to be a community of interest. While the application materials provided by the City identify two mobile home parks located north of the project site (both located north of Etting Road and a minimum of 700 feet from the proposal area), both mobile home parks are located within the jurisdictional boundaries of the City and receive municipal services. Therefore, the sphere of influence amendments 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))

The existing spheres of influence of the City and CMWD include the community of Nyeland Acres, which is one of the two communities that the Commission determined met the definition of a disadvantaged unincorporated community (Ventura LAFCo Commissioner’s Handbook (Handbook) Section 3.2.5). However, the proposal does not involve a sphere of influence update; a sphere of influence update is defined in Handbook Section 4.1.2(b) as “a comprehensive review and modification of a sphere of influence that is not associated with a concurrent proposal for a change of organization or an out of agency service agreement.” Therefore, this determination does not apply to the subject sphere of influence amendments.

- (3) The sphere of influence amendment for the District is hereby approved to exclude the area as generally depicted in Exhibit A attached hereto; and
- (4) In accordance with staff’s recommendation that the subject proposal is exempt from the California Environmental Quality Act (CEQA) pursuant to §§ 15301 and 15319 of the CEQA Guidelines, the Commission hereby finds the proposal to be categorically exempt; and
- (5) The Commission directs staff to file a Notice of Exemption under § 15062 of the CEQA Guidelines; and
- (6) This sphere of influence amendment approval shall not become effective until a Certificate of Completion has been recorded for “LAFCO 18-07 CITY OF OXNARD REORGANIZATION – OCEAN VIEW SCHOOL DISTRICT”; 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 District amended consistent with this action.

This resolution was adopted on July 18, 2018.

	AYE	NO	ABSTAIN	ABSENT
Commissioner Freeman	<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 Ramirez	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Rooney	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Ross	<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 Bill-de la Peña	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Richards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Waters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

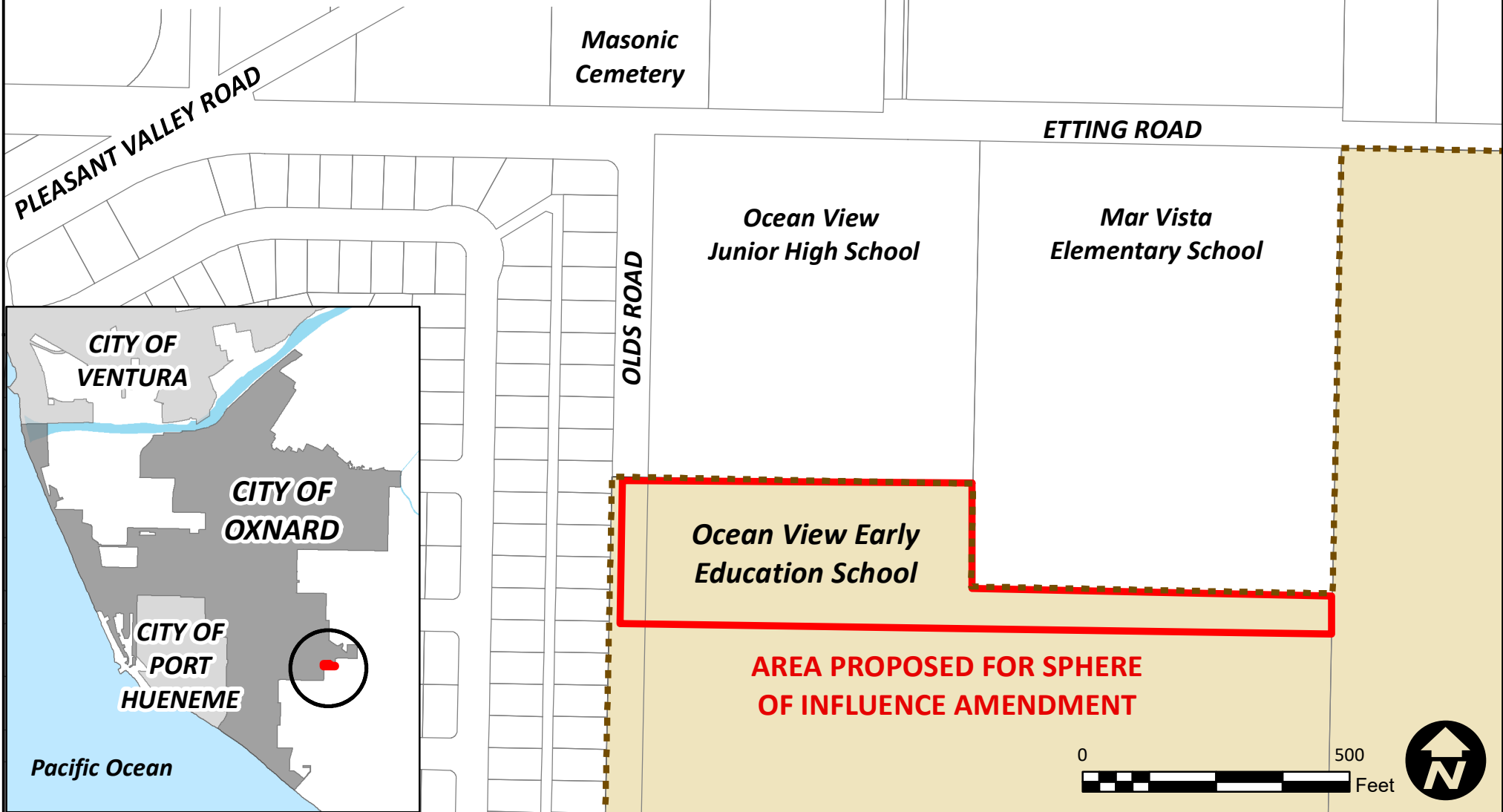
Date Linda Parks, Chair, Ventura Local Agency Formation Commission

Attachment: Exhibit A




- c: City of Oxnard
- Calleguas Municipal Water District
- Oxnard Drainage District No. 2
- Oxnard Harbor District
- Ventura County Fire Protection District
- Ventura County Service Area No. 32
- Ventura County Service Area No. 33
- Ventura County Planning Division
- Ventura County Resource Conservation District
- Southern California Edison
- Sempra Energy/Gas Company
- Ventura County Watershed Protection District
- Ventura County Assessor’s Office
- Ventura County Auditor-Controller
- Ventura County Elections-Registrar of Voters
- Ventura County Sheriff – EOC
- Ventura County Surveyor
- Ventura County GIS Officer

**OXNARD DRAINAGE DISTRICT No. 2 (ODD 2)
 SPHERE OF INFLUENCE AMENDMENT
 LAFCo 18-07 S4**

LAFCo Resolution 18-07 S4
 July 18, 2018
 Exhibit A



LAFCo 18-07 and 18-07S
 City of Oxnard Reorganization
 and Sphere of Influence Amendments
 Ocean View School District
 July 18, 2018

-  Area to be Removed from ODD 2 Sphere
-  ODD 2 - Existing Sphere of Influence Boundary
-  ODD 2 - Existing District Boundary

LAFCO 18-07 S5

**RESOLUTION OF THE VENTURA LOCAL AGENCY FORMATION
COMMISSION MAKING DETERMINATIONS AND APPROVING
VENTURA COUNTY SERVICE AREA NO. 33 SPHERE OF
INFLUENCE AMENDMENT – OCEAN VIEW SCHOOL 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, a written request has been filed with the LAFCo Executive Officer pursuant to Government Code § 56428 for the amendment of the Ventura County Service Area No. 33 (CSA 33 or District) 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 amendment item was duly considered at a public hearing on July 18, 2018, 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 amendment including, but not limited to, testimony at the public hearing on July 18, 2018, and the LAFCo staff report and recommendations.

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

- (1) The LAFCo Staff Report and recommendations dated July 18, 2018, are adopted; and
- (2) 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 proposal area, developed with a pre-school facility, has a County General Plan designation of *Agricultural*, a City of Oxnard (City) General Plan designation of *School* and a pre-zoning designation of *Community Reserve*.

b. *The present and probable need for public facilities and services in the area.*

(§ 56425(e)(2))

The proposal area, developed with a pre-school facility, receives water and sewer service from the City, and will continue to receive these services. No change in water service from the Calleguas Municipal Water District (CMWD) is anticipated. Once annexed to the City, the proposal area will be provided additional City services, such as those related to police and fire protection, street maintenance and lighting, and libraries.

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 City currently provides water and sewer services to the proposal area, and has been providing these services since approximately 2001. City staff has demonstrated that the City and CMWD will continue to have the ability to provide the necessary public services within the subject territory. Annexation of the subject site to the City would validate the existing City water and sewer service to the site, but would not result in any actual changes in service. Annexation to the Oxnard Harbor District (OHD) is included in the proposal because the OHD's service area includes all of the City; however, the OHD's services and facilities would not be altered or impacted by the proposal.

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 subject sphere of influence amendments do not involve territory that is known to be a community of interest. While the application materials provided by the City identify two mobile home parks located north of the project site (both located north of Etting Road and a minimum of 700 feet from the proposal area), both mobile home parks are located within the jurisdictional boundaries of the City and receive municipal services. Therefore, the sphere of influence amendments 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))

The existing spheres of influence of the City and CMWD include the community of Nyeland Acres, which is one of the two communities that the Commission determined met the definition of a disadvantaged unincorporated community (Ventura LAFCo Commissioner’s Handbook (Handbook) Section 3.2.5). However, the proposal does not involve a sphere of influence update; a sphere of influence update is defined in Handbook Section 4.1.2(b) as “a comprehensive review and modification of a sphere of influence that is not associated with a concurrent proposal for a change of organization or an out of agency service agreement.” Therefore, this determination does not apply to the subject sphere of influence amendments.

- (3) The sphere of influence amendment for the District is hereby approved to exclude the area as generally depicted in Exhibit A attached hereto; and
- (4) In accordance with staff’s recommendation that the subject proposal is exempt from the California Environmental Quality Act (CEQA) pursuant to §§ 15301 and 15319 of the CEQA Guidelines, the Commission hereby finds the proposal to be categorically exempt; and
- (5) The Commission directs staff to file a Notice of Exemption under § 15062 of the CEQA Guidelines; and
- (6) This sphere of influence amendment approval shall not become effective until a Certificate of Completion has been recorded for “LAFCO 18-07 CITY OF OXNARD REORGANIZATION – OCEAN VIEW SCHOOL DISTRICT”; 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 District amended consistent with this action.

This resolution was adopted on July 18, 2018.

	AYE	NO	ABSTAIN	ABSENT
Commissioner Freeman	<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 Ramirez	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Rooney	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Ross	<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 Bill-de la Peña	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Richards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Waters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

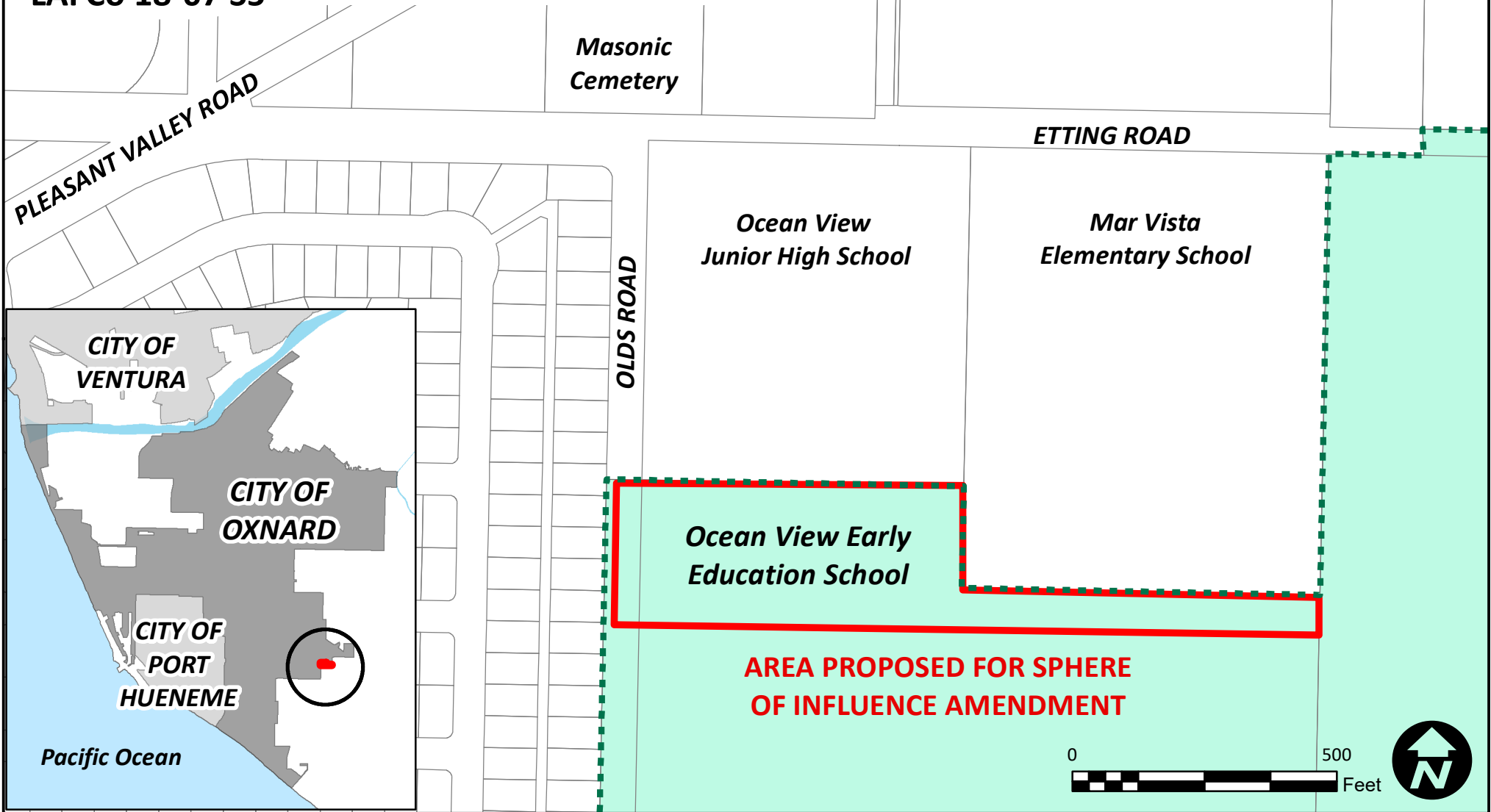
Date Linda Parks, Chair, Ventura Local Agency Formation Commission

Attachment: Exhibit A




- c: City of Oxnard
- Calleguas Municipal Water District
- Oxnard Drainage District No. 2
- Oxnard Harbor District
- Ventura County Fire Protection District
- Ventura County Service Area No. 32
- Ventura County Service Area No. 33
- Ventura County Planning Division
- Ventura County Resource Conservation District
- Southern California Edison
- Sempra Energy/Gas Company
- Ventura County Watershed Protection District
- Ventura County Assessor’s Office
- Ventura County Auditor-Controller
- Ventura County Elections-Registrar of Voters
- Ventura County Sheriff – EOC
- Ventura County Surveyor
- Ventura County GIS Officer

**VENTURA COUNTY SERVICE AREA No. 33 (CSA 33)
 SPHERE OF INFLUENCE AMENDMENT
 LAFCo 18-07 S5**

LAFCo Resolution 18-07 S5
 July 18, 2018
 Exhibit A



LAFCo 18-07 and 18-07S
 City of Oxnard Reorganization
 and Sphere of Influence Amendments
 Ocean View School District
 July 18, 2018

-  Area to be Removed from CSA 33 Sphere
-  CSA 33 - Existing Sphere of Influence Boundary
-  CSA 33 - Existing District Boundary

LAFCO 18-07

RESOLUTION OF THE VENTURA LOCAL AGENCY FORMATION COMMISSION MAKING DETERMINATIONS AND APPROVING THE CITY OF OXNARD REORGANIZATION – OCEAN VIEW SCHOOL DISTRICT; ANNEXATION TO THE CITY OF OXNARD, CALLEGUAS MUNICIPAL WATER DISTRICT, AND OXNARD HARBOR DISTRICT, AND DETACHMENT FROM OXNARD DRAINAGE DISTRICT NO. 2, VENTURA COUNTY FIRE PROTECTION DISTRICT, VENTURA COUNTY RESOURCE CONSERVATION DISTRICT, AND VENTURA COUNTY SERVICE AREA NOS. 32 AND 33

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

WHEREAS, notice was provided at the times and in the manner required by law; and

WHEREAS, the proposal was duly considered on July 18, 2018; and

WHEREAS, the Commission heard, discussed and considered all oral and written testimony for and against the proposal including, but not limited to, the LAFCo Staff Report (which contains the recommendations and a discussion of applicable spheres of influence and local plans and policies); and

WHEREAS, all landowners within the affected territory have consented to the proposal; and

WHEREAS, the affected territory has fewer than 12 registered voters and is considered uninhabited; and

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

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

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

- (1) The LAFCo Staff Report dated July 18, 2018, and recommendation for approval of the proposal are adopted.
- (2) The proposal will lead to planned, orderly, and efficient development.
- (3) The reorganization is hereby approved, and the boundaries are established as generally set forth in the attached Exhibits A, B, C, and D.
- (4) The boundaries of the proposal are found to be definite and certain as approved.
- (5) The subject proposal is assigned the following distinctive short form designation: **LAFCO 18-07 CITY OF OXNARD REORGANIZATION – OCEAN VIEW SCHOOL DISTRICT.**
- (6) In accordance with staff's recommendation that the subject proposal is exempt from the California Environmental Quality Act (CEQA) pursuant to §§ 15301 and 15319 of the CEQA Guidelines, the Commission hereby finds the reorganization to be categorically exempt.
- (7) The Commission directs staff to file a Notice of Exemption under § 15062 of the CEQA Guidelines.
- (8) The Commission determines that the project is in compliance with Government Code § 56741 as the territory to be annexed to the City is located within one county and is contiguous with the boundaries of the City.
- (9) The affected territory is uninhabited as defined by Government Code § 56046.
- (10) Pursuant to Government Code § 56662(a), the territory is uninhabited, no affected local agency has submitted a written demand for notice and hearing, and all the owners of land within the affected territory have given their written consent to the proposal. The Commission hereby makes determinations upon the proposal without notice and hearing, and waives protest proceedings entirely.
- (11) The affected territory shall be liable for all taxes, charges, fees or assessments that are levied on similar properties within the City.

- (12) **This reorganization shall not be recorded until all LAFCo fees have been paid and until fees necessary for filing with the State Board of Equalization have been submitted to the LAFCo Executive Officer.**
- (13) **This reorganization shall not be recorded until a map and legal description consistent with this approval and suitable for filing with the State Board of Equalization, as determined by the County Surveyor, have been submitted to the LAFCo Executive Officer.**
- (14) **If a Certificate of Completion has not been filed within one year after the Commission’s approval of the proposal, the proceeding shall be deemed terminated unless prior to the expiration of that year the Commission authorizes an extension of time for that completion (Government Code § 57001).**

This resolution was adopted on July 18, 2018.

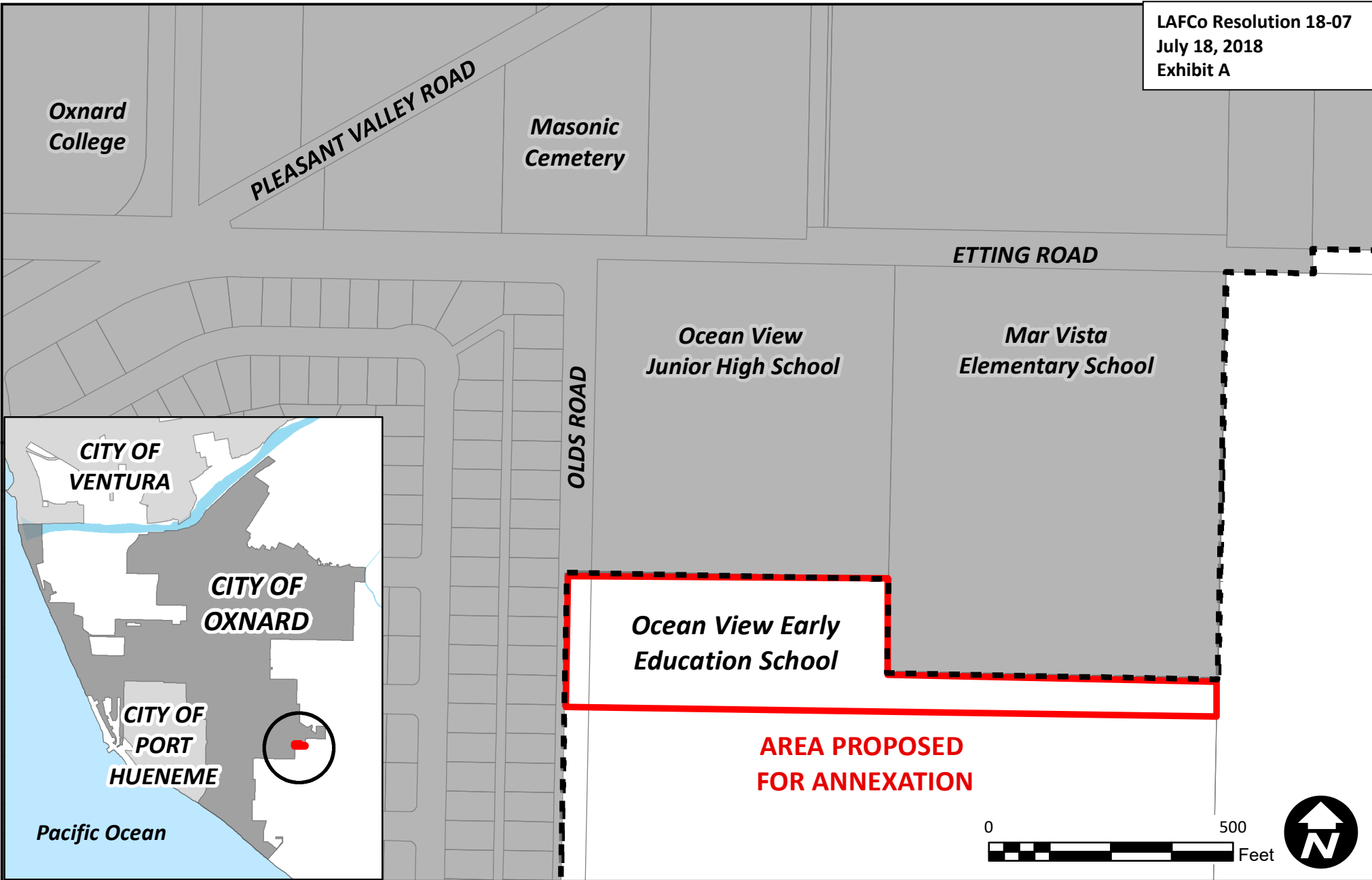
	AYE	NO	ABSTAIN	ABSENT
Commissioner Freeman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Parks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Parvin	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Ramirez	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Rooney	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Ross	<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 Bill-de la Peña	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Richards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Waters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Date Linda Parks, Chair, Ventura Local Agency Formation Commission




Attachments: Exhibit A
 Exhibit B
 Exhibit C
 Exhibit D

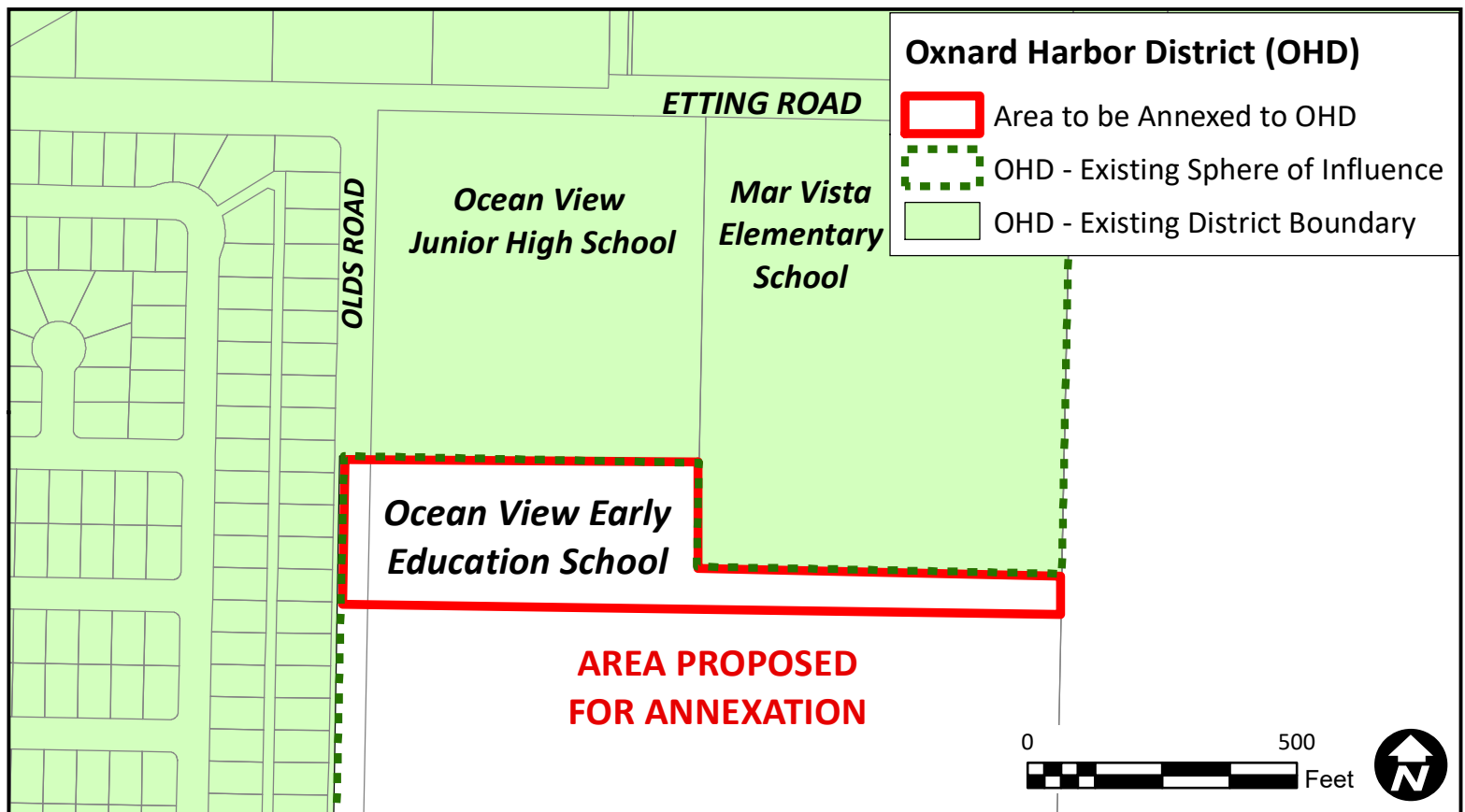
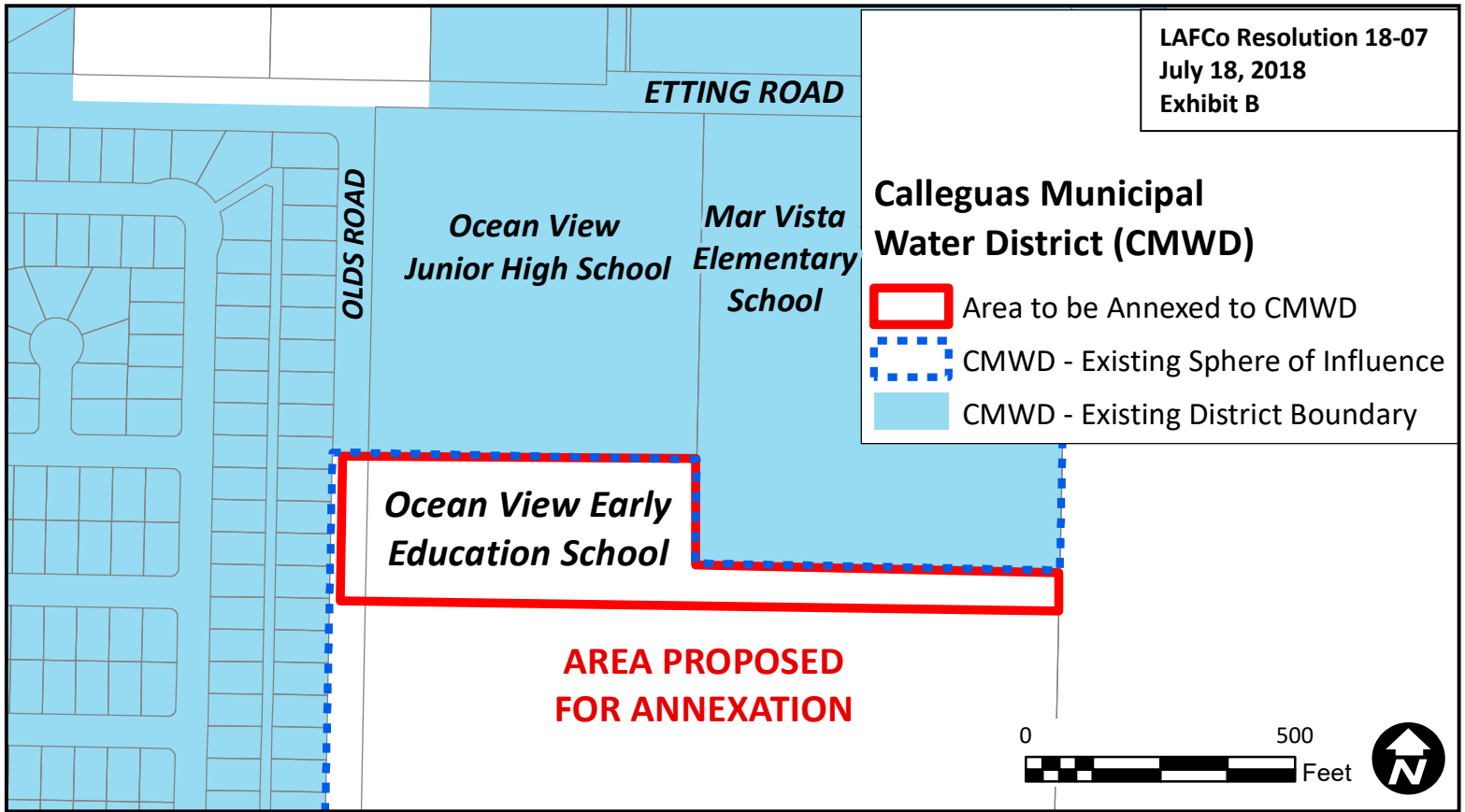
- c: City of Oxnard
- Calleguas Municipal Water District
- Oxnard Drainage District No. 2
- Oxnard Harbor District
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- Ventura County Service Area No. 32
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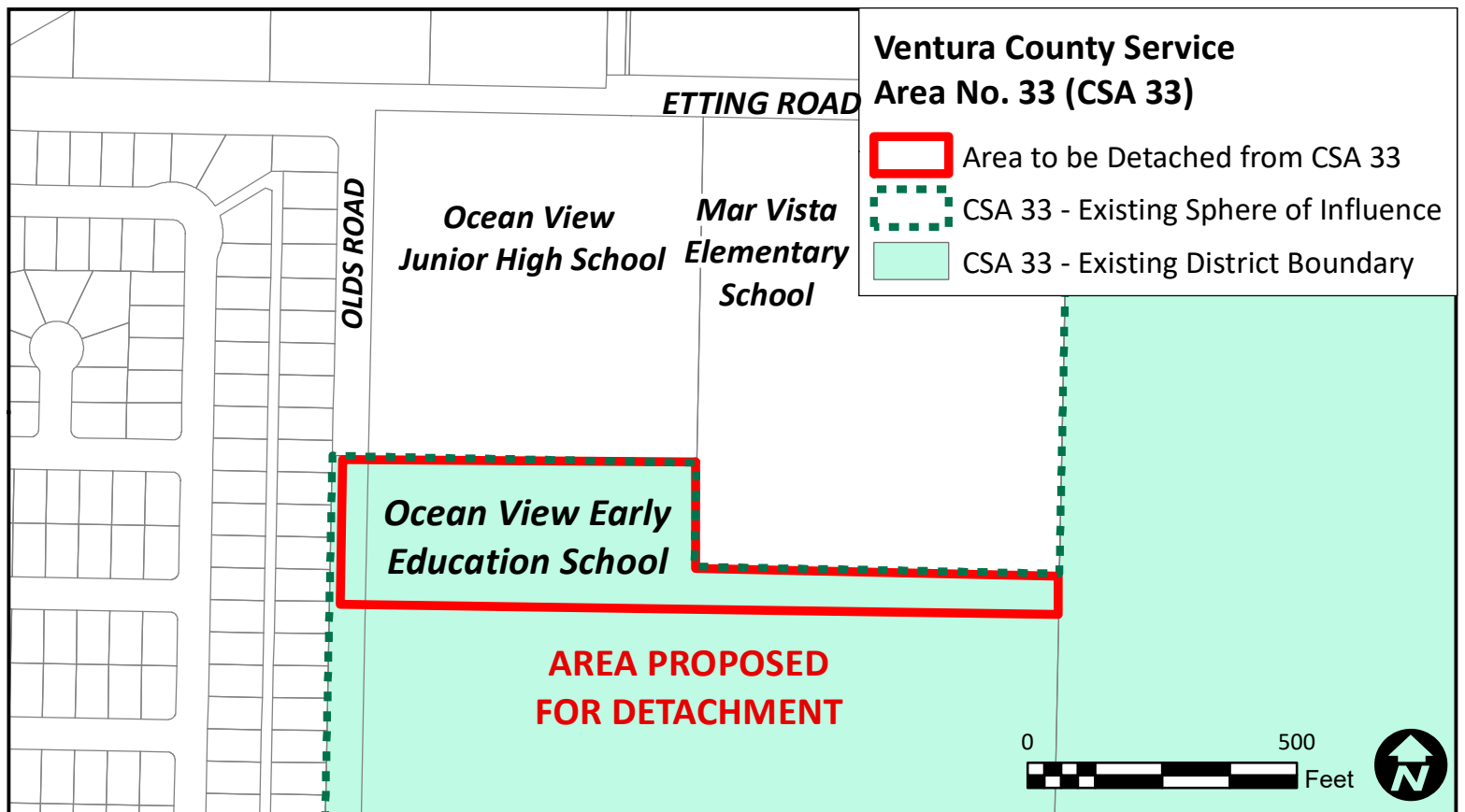
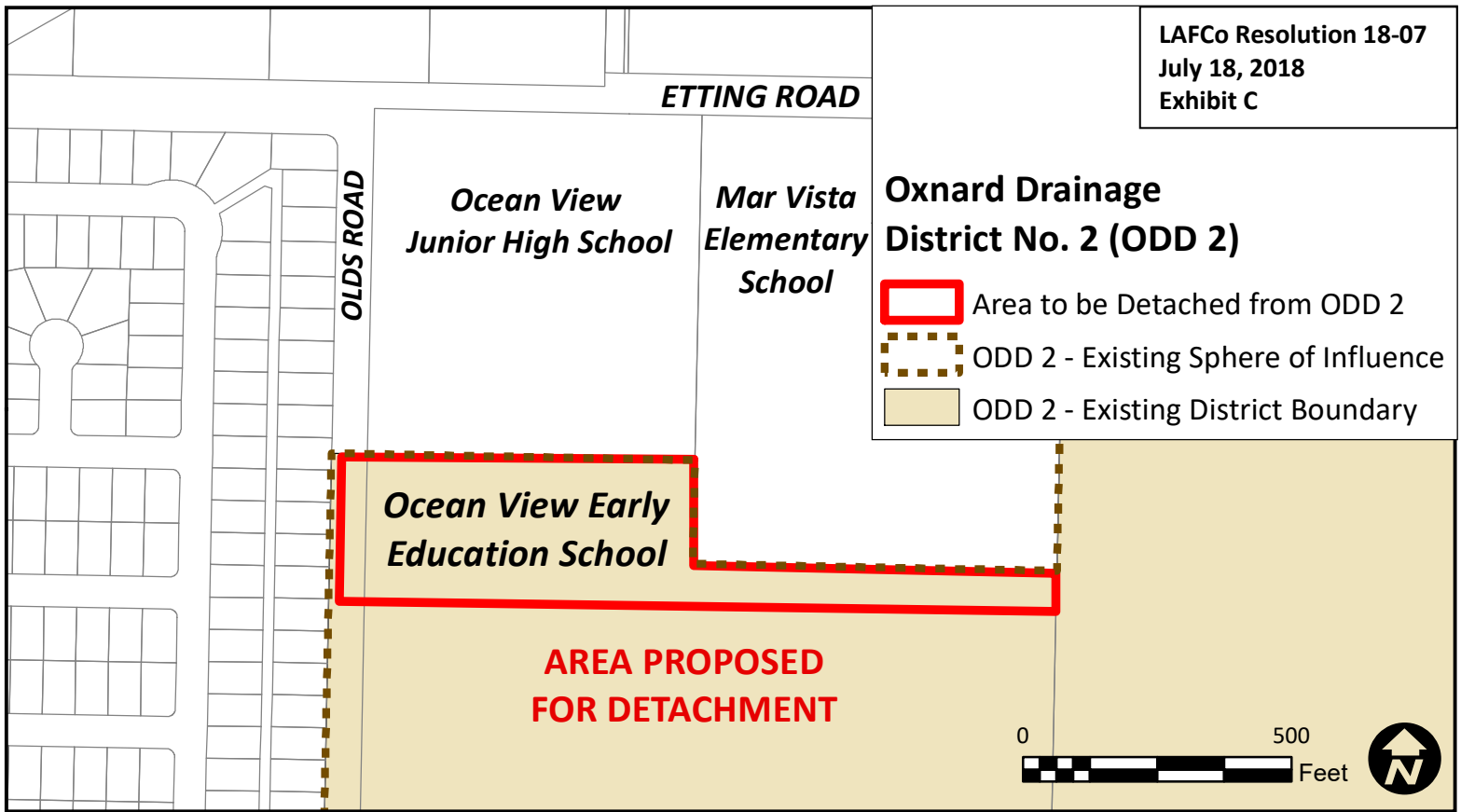
LAFCo 18-07 City of Oxnard Reorganization – Ocean View School District
 Resolution of Approval
 July 18, 2018
 Page 4 of 4

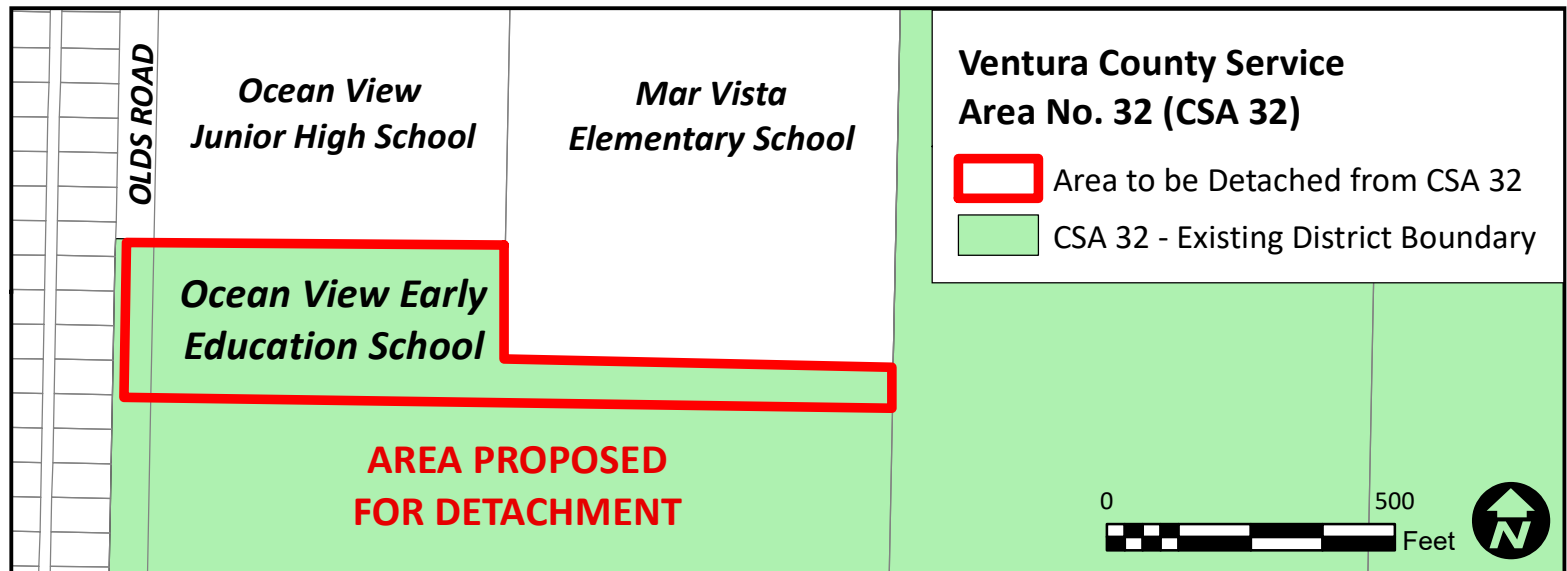
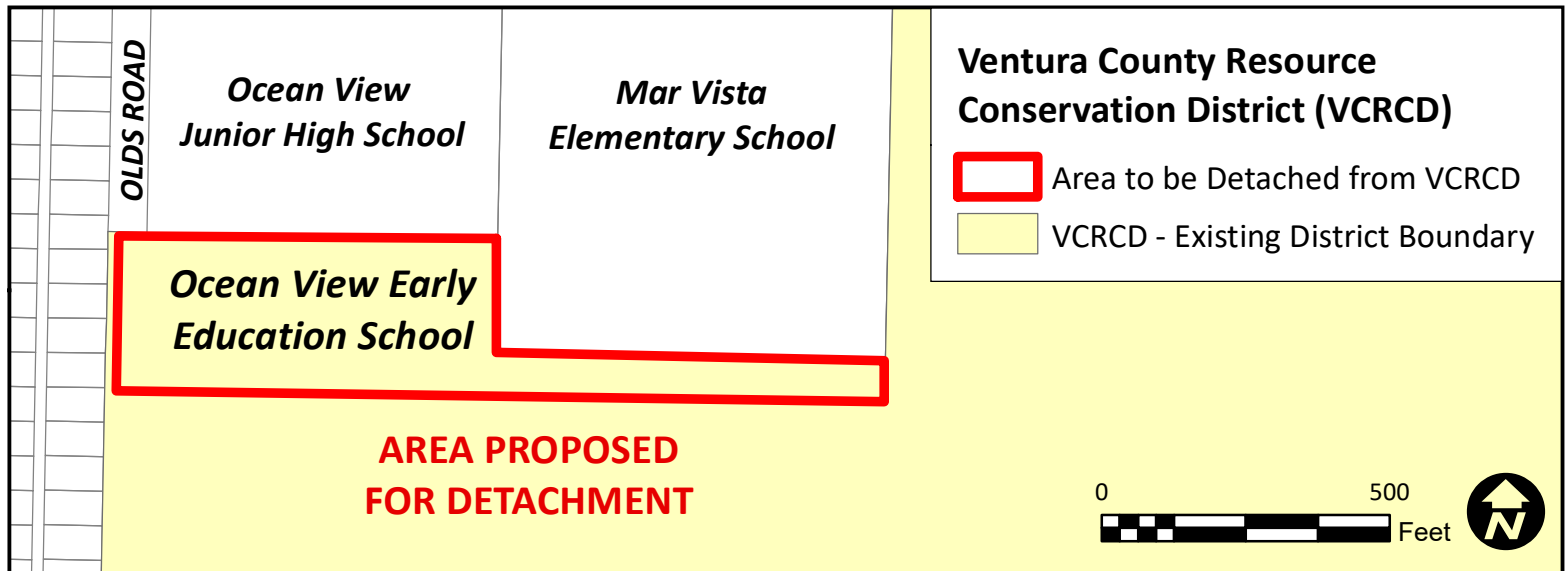
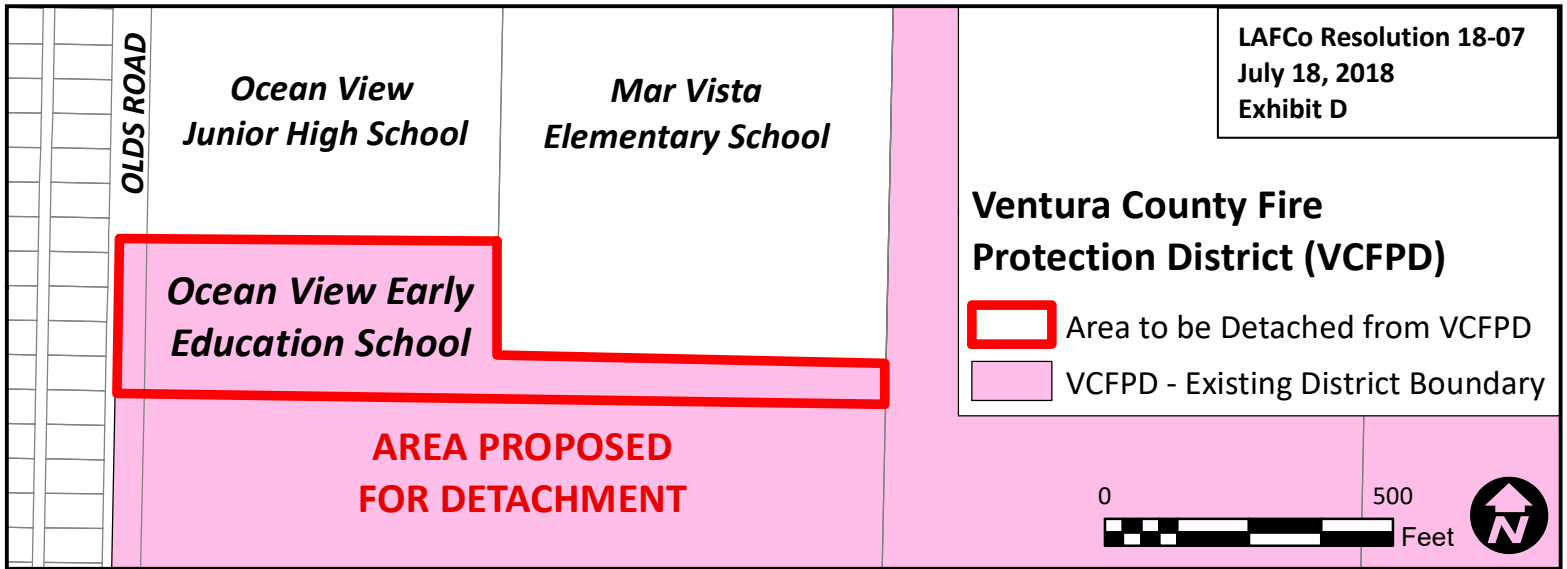


LAFCo 18-07 and 18-07S
City of Oxnard Reorganization
and Sphere of Influence Amendments
Ocean View School District
July 18, 2018

-  Area to be Annexed to City of Oxnard
-  City of Oxnard - Existing Sphere of Influence Boundary
-  City of Oxnard - Existing City Boundary









VENTURA LOCAL AGENCY FORMATION COMMISSION

STAFF REPORT

Meeting Date: July 18, 2018

TO: LAFCo Commissioners

FROM: Andrea Ozdy, Analyst *Andrea Ozdy*

SUBJECT: Blanchard/Santa Paula Library District

- Municipal Service Review Report
- Determination of Sphere of Influence (LAFCo 18-08S)

Recommendations:

- A. Regarding the Municipal Service Review for the Blanchard/Santa Paula Library District, it is recommended that the Commission take the following actions:
1. Accept the Municipal Service Review report prepared for the Blanchard/Santa Paula Library District (Attachment 1) (with any modifications made by the Commission at the public hearing), authorize the Executive Officer to make any necessary non-substantive changes to the report, and direct staff to prepare and distribute the final Blanchard/Santa Paula Library District Municipal Service Review report to all affected local agencies.
 2. Adopt a resolution (Attachment 2) making findings that acceptance of the Blanchard/Santa Paula Library District Municipal Service Review report is exempt from the California Environmental Quality Act (CEQA) pursuant to § 15061(b)(3) of the CEQA Guidelines, and approving statements of determinations as required under Government Code § 56430.
- B. Regarding the determination of the sphere of influence for the Blanchard/Santa Paula Library District, it is recommended that the Commission take the following action: Adopt resolution LAFCo 18-08S (Attachment 3) making findings that the determination of the Blanchard/Santa Paula Library District sphere of influence is exempt from CEQA pursuant to § 15061(b)(3) of the CEQA Guidelines, determining the sphere of influence subject to Government Code § 56425, and making written statements of its determinations pursuant to Government Code § 56425(e).

COMMISSIONERS AND STAFF

COUNTY	CITY	DISTRICT	PUBLIC
Linda Parks, Chair	Janice Parvin	Elaine Freeman	David J. Ross, Vice Chair
John Zaragoza	Carmen Ramirez	Mary Anne Rooney	
<i>Alternate:</i>	<i>Alternate:</i>	<i>Alternate:</i>	<i>Alternate:</i>
Steve Bennett	Claudia Bill-de la Peña	Andy Waters	Pat Richards
Executive Officer	Analyst	Office Manager/Clerk	Legal Counsel
Kai Luoma, AICP	Andrea Ozdy	Richelle Beltran	Michael Walker

Background:

The BSPLD was formed in 1967 and is an independent special district that was previously known as the Santa Paula Union High School Public Library District (Education Code § 18342). Its service area includes the City of Santa Paula and surrounding areas on all sides of the City (Attachment 4). The BSPLD is governed by a five-member board of trustees that is elected by voters within the District, and is funded primarily through property taxes as well as a \$40/parcel tax.

In 2015, upon review of financial audits of the BSPLD in recent years, the County Auditor-Controller's Office contacted LAFCo staff to inquire about LAFCo's authority over the District. Historically, Ventura LAFCo had not identified the BSPLD as being an agency subject to LAFCo authority; however, upon examination following the Auditor-Controller's inquiry, staff established that the District is subject to LAFCo authority. According to LAFCo legal counsel, LAFCo has authority regardless of whether the BSPLD qualifies as a "school library district" or an "independent library district." In either case, the BSPLD "may establish, equip, and maintain a public library for the dissemination of knowledge of the arts, sciences, and general literature" (Education Code §§ 18320 and 19400). On March 16, 2016, the Commission acknowledged the existence of the BSPLD, and took formal action to recognize the existing service area of the BSPLD.

Discussion:

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code § 56000 et seq., known as LAFCo law) mandates that LAFCo determine the sphere of influence for each special district (Government Code § 56425). LAFCo law defines a sphere of influence as the probable physical boundary and service area of a local agency (Government Code § 56076). As discussed above, the BSPLD (under its current and former name) has existed since 1967, but was not recognized by LAFCo until 2016; therefore, a sphere of influence has not yet been determined for the BSPLD. The Commission's adopted *Schedule for Initiating Sphere of Influence Reviews/Updates 2018-2022 Work Plan* identifies that the establishment of a sphere of influence for the BSPLD is to occur in 2018.

In order for LAFCo to determine an agency's sphere of influence, it must conduct a municipal service review (MSR) (Government Code § 56430(e)). Every five years thereafter, the Commission must, as necessary, review and update the sphere of influence (Government Code § 56425(g)).

MSR Report

Following LAFCo identification of the BSPLD as a special district subject to LAFCo authority, LAFCo staff consulted with BSPLD staff to discuss its services and plans for future changes in

service. The draft MSR (Attachment 1) was prepared in consultation with BSPLD staff, and the final draft of the MSR has been reviewed by BSPLD staff. Pursuant to LAFCo law, the MSR process requires that the Commission prepare written determinations with respect to the factors identified in Government Code § 56430(a).

The draft MSR includes analysis to support the recommended written determinations, as well as draft language for the written determinations. The recommended written determinations included in the MSR are provided below. If the Commission makes any changes to the draft MSR or written determinations, it is recommended that the Commission incorporate those changes into its action as well as the resolution accepting the MSR.

Written Determinations:

1. *Growth and population projections for the affected area. (Government Code § 56430(a)(1))*

According to the records maintained by the California State Library, the BSPLD's service area population grew from 29,725 in 2008 to 30,654 in 2016. Thus, from 2008 to 2016, the BSPLD's service area grew by an estimated 929 people, or 3.12 percent (0.39 percent annually, on average). If the trend of growth continues at the same pace, the projected population within the BSPLD will be approximately 31,135 in 2020, 32,371 in 2030, and 33,656 in 2040.

Pursuant to an estimate of population using U.S. Census Bureau data, it appears instead that the population of the BSPLD's jurisdictional area is greater than estimated above, and is currently approximately 34,500.

According to the Municipal Service Review (MSR) accepted by LAFCo on February 21, 2018, the City of Santa Paula's projected population through 2040 is anticipated to reach at least 34,662 (based on historical growth trends over the last 18 years), and possibly up to 39,600 (based on the Southern California Association of Governments 2016-2040 Regional Transportation Plan/Sustainable Communities Strategy growth forecast). For areas that are currently located within the City's sphere of influence and/or jurisdictional boundaries, the MSR identified an estimated City population growth of approximately 5,275 based on the anticipated future development within the City.

While the City of Santa Paula comprises just 5.7 percent of the land area within the BSPLD, approximately 85 percent of the BSPLD's population is concentrated within the City. Based on the information provided above, it is expected that the population growth within the BSPLD will be largely dependent on population growth within the City.

2. *The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere of influence. (Government Code § 56430(a)(2))*

A disadvantaged unincorporated community is defined as a community with an annual median household income that is less than 80 percent of the statewide annual median household income (Government Code § 56033.5). According to Ventura LAFCo Commissioner's Handbook Section 3.2.5, Ventura LAFCo has identified Nyeland Acres (within the City of Oxnard's sphere of influence to the north of the city) and Saticoyo (within the City of San Buenaventura's sphere of influence to the east of the city) as disadvantaged unincorporated communities. The BSPLD's sphere of influence has not yet been determined by the Commission. However, its current service area and boundary are not contiguous to and do not include either of the disadvantaged unincorporated communities identified above.

3. *Present and planned capacity of public facilities and adequacy of public services, including infrastructure needs and deficiencies. (Government Code § 56430(a)(3))*

The BSPLD plans to continue serving existing customers as well as provide service to new customers. Due to expected increases in housing availability in the Santa Paula area (e.g., the 553-acre "East Area 1" development which is expected to result in 1,500 new residential units and a population increase of approximately 5,275), the BSPLD is considering the possibility of opening a library annex near that development site (e.g., bookmobile or store-front branch).

The recommended sphere of influence for the BSPLD is identical to that of its service area and aligns with the Santa Paula Unified High School District. Although the BSPLD issues a free library card to anyone who desires one regardless of permanent address location, a demographic analysis conducted by the BSPLD of the location of the library's customers shows very little utilization outside the BSPLD at this time. Fees, such as fines and lost book charges, are the same regardless of whether the library customer resides within or outside of the BSPLD.

While the existing library facility and equipment appear to be adequate to provide service at current levels, the BSPLD is in the process of developing a master space plan using surveys and focus groups to obtain community input on how to best utilize the library's existing space. The master space plan involves conversion of storage areas into usable areas for the library's customers, the potential addition of a loft area as study space, and the development of outdoor seating and landscaped patio areas.

The BSPLD employs 20 staff members, consisting of both full-time and part-time workers. In addition, the BSPLD relies on volunteers who are involved with activities such as fundraising (including book sales) and book-mending. The District has

demonstrated that it has the capacity to provide the necessary facilities and services at existing staffing levels, and continues to pursue new funding and opportunities to improve its services and facility.

4. *Financial ability of agencies to provide services. (Government Code § 56430(a)(4))*

The adopted BSPLD budget for Fiscal Year (FY) 2018-19 includes \$821,132 in revenues and \$829,299 in expenditures. The difference is covered by development impact fees collected by the City of Santa Paula. The majority of the BSPLD's revenues consist of property tax and special assessment revenue (\$740,132). Most of the BSPLD's operating expenses cover costs related to payroll and benefits (\$569,599). Based on a review of the adopted FY 2018-19 budget and information supplied by District staff, it appears that the BSPLD has the financial ability to provide library services to its customers.

The BSPLD annually receives a California Library Literacy Services grant (approximately \$35,000 for FY 2017-18), which partially funds adult literacy programs, and in FY 2017-18 received a \$5,000 grant for the acquisition of bilingual children's books. The BSPLD was also recently awarded the following grants: (1) a Library Services and Technology grant for the purchase of computer equipment to provide classes on basic computer skills and common office applications (approximately \$43,000), and (2) a grant for bilingual children's books (\$5,000).

5. *Status of, and opportunities for, shared facilities. (Government Code § 56430(a)(5))*

In addition to the BSPLD, library systems within Ventura County include the Ventura County Library System (VCLS) (which is operated by the County and provides 13 libraries within the unincorporated County area and cities of Fillmore, Ojai, Port Hueneme, and San Buenaventura), and several city libraries (i.e., the Camarillo Public Library, Moorpark City Library, Oxnard Public Library, Simi Valley Public Library, and City of Thousand Oaks Library). Other public providers include the Ventura County Law Library (located at the Ventura County Government Center), Ventura College Library (located at the Ventura campus of Ventura College), and libraries located at public schools throughout the County. Except for the BSPLD and city libraries, these library systems are not subject to LAFCo authority.

The BSPLD is the sole provider of library services in and surrounding the Santa Paula community. The closest public libraries to the Blanchard Community Library are the Saticoy Library immediately east of the City of San Buenaventura (located at 1292 Los Angeles Avenue in Ventura, approximately 8.5 miles west of the Blanchard Community Library), and the Fillmore Library within the City of Fillmore (502 2nd Street in Fillmore, approximately 10.5 miles east of the Blanchard Community Library), both of which are operated by the VCLS. The Blanchard Community Library does not have a formal

lending arrangement with the VCLS; as discussed below, it has an established lending arrangement through the Black Gold Cooperative Library System.

The BSPLD is a member of the Black Gold Cooperative Library System, which is a public library cooperative within California's central coast that promotes sharing of resources among members. In addition to the Blanchard Community Library, the membership consists of the San Luis Obispo, Paso Robles, Santa Maria, Lompoc, and Santa Barbara library systems. Member library systems participate in a system-wide inter-library Loan agreement. The BSPLD is currently implementing a project to tag each item within its collection with Radio Frequency Identification tags, to assist in automatic sorting when items are returned to libraries that are members of the Black Gold Cooperative Library System.

While there are always opportunities for libraries to share resources and coordinate efforts, the BSPLD appears to meet its customers' needs through its membership in the Black Gold Cooperative Library System. It does not appear that there is a need to further combine and/or coordinate service efforts with other agencies for library services. According to BSPLD staff, operation of a single library serving a relatively small community allows the BSPLD to maintain control over the library's budget, acquisitions, and programs that fit the needs of the local community.

According to a recent Ventura County News Channel release, the Ventura County Human Services Agency and the BSPLD launched a pilot program in March 2018 to allow County staff to be present at the library during designated evening and weekend hours to provide service to Santa Clara Valley residents regarding such programs as Medi-Cal (health insurance), CalFresh (food assistance), and CalWORKs (employment services). In addition, the library provides meeting space for organizations needing a location for members to gather.

6. *Accountability for community service needs, including governmental structure and operational efficiencies. (Government Code § 56430(a)(6))*

The BSPLD is accountable through an elected Board of Trustees, open and accessible Board of Trustees meetings held monthly at the Blanchard Community Library, public dissemination of information (including by means of a website and social media on the internet), and encouragement of public participation. The BSPLD in recent years underwent a change in leadership, which resulted in an improved public perception regarding the District.

The BSPLD's website is user-friendly and provides information regarding the library's hours and location, governance structure and Board of Trustees meetings, library catalog, programs, services, events, and community tourism and business resources. At

least two of its webpages are provided in Spanish. The BSPLD could improve its transparency by updating its website to prominently feature current and past adopted budget documents, as well as approved minutes of Board meetings, in word-searchable format. The BSPLD may also wish to consider developing an internet option to renew borrowed materials (borrowers currently may renew items that they have checked out from the library either by visiting the library or calling the library by phone).

The BSPLD achieves operational efficiencies by way of pursuing and obtaining grants, donations, and volunteer time, and facilitating the operation of an Endowment Fund. In addition, it participates in the Black Gold Cooperative Library System, which enables it to access the collections of other library systems along the central coast of California.

The BSPLD could consider improving its public reach by expanding its hours, continuing to pursue opportunities to market its programs and services, updating its collection, technology, and facility, identifying additional opportunities for volunteerism, and providing a Spanish translation for more of its website content.

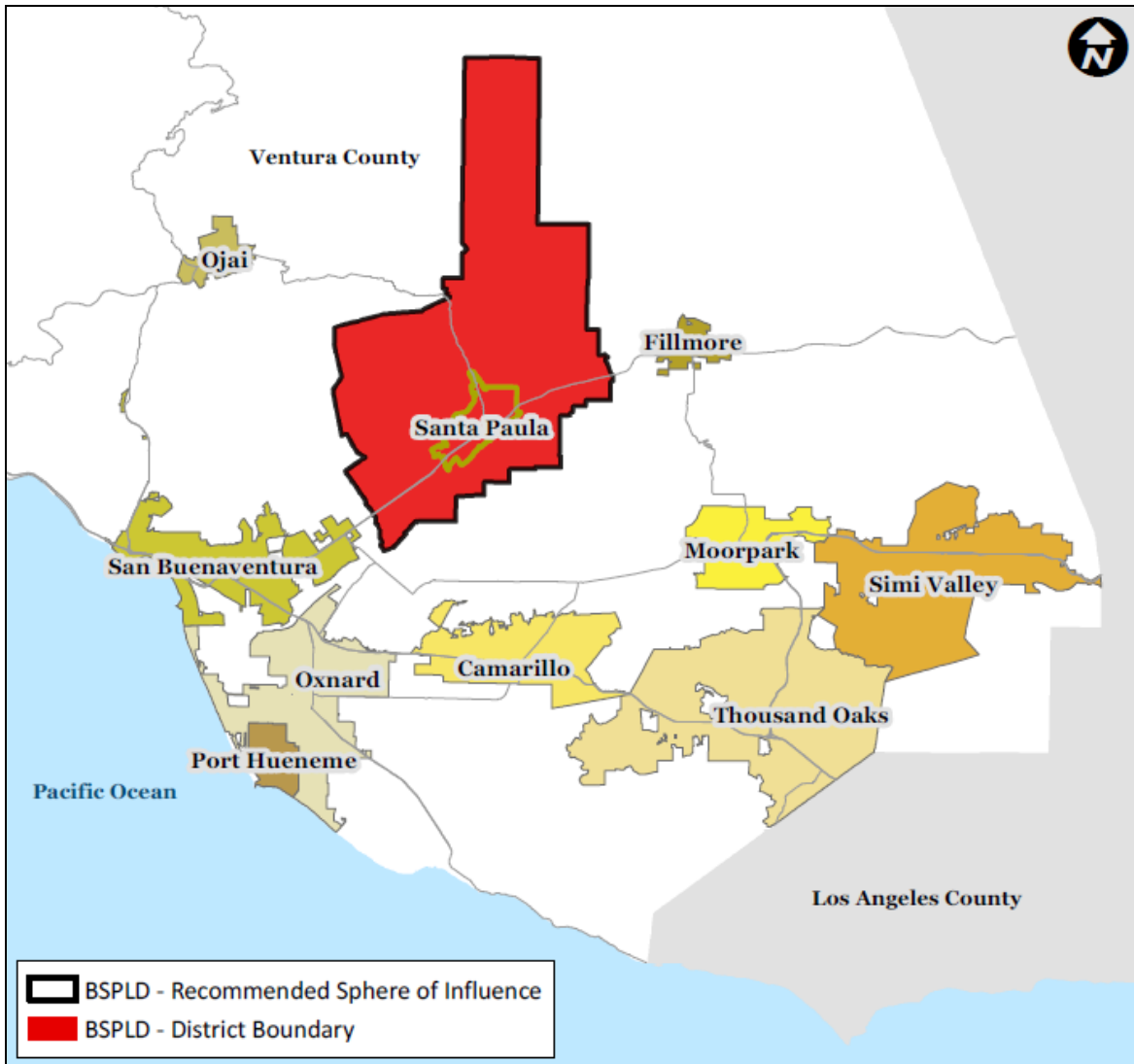
7. *Any other matter related to effective or efficient service delivery, as required by commission policy. (Government Code § 56430(a)(7))*

No other matters were identified.

Sphere of Influence Boundary

Pursuant to LAFCo law, in determining a sphere of influence of an agency, the Commission shall prepare written determinations with respect to the factors identified in Government Code § 56425(e).

The BSPLD provides library services within the City of Santa Paula and surrounding areas on all sides of the City, and aligns with the boundaries of the Santa Paula Unified School District boundaries. The recommended sphere of influence boundary is coterminous with the BSPLD boundaries, and is depicted in the following map:



Written Determinations:

It is recommended that the Commission consider the following draft written statements of its determinations with respect to each of the required factors identified in Government Code § 56425(e), and determine a sphere of influence boundary for BSPLD that encompasses the existing jurisdictional boundaries of the BSPLD (Exhibit A of Attachment 3). If the Commission makes changes to either the recommended sphere of influence or written determinations regarding the sphere of influence that are not addressed through approval of the recommended sphere of influence, it is recommended that the Commission incorporate those changes into its action as well as the resolution determining the sphere of influence.

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

The territory recommended to be included in the BSPLD sphere consists of the entire City of Santa Paula jurisdictional boundary and sphere of influence (totaling approximately 3,939 acres) and surrounding unincorporated area (approximately 64,722 acres), and covers the entire 68,661-acre BSPLD jurisdictional area. The City's General Plan designates a variety of land uses within the City, including but not limited to residential, commercial, industrial, mixed use, airport, open space, and agricultural uses. The unincorporated area has County General Plan designations consisting primarily of *Open Space* and *Agricultural*, with limited areas that are designated as *Existing Community*.

The BSPLD has served the Santa Paula community since 1967, and has had no impact on the present and planned land uses within its service area, new development, changes in land use, or agricultural and open space lands. The recommended sphere of influence of the BSPLD is coterminous with the BSPLD's jurisdictional boundaries, and reflects both the existing and planned service area of the BSPLD.

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

The Blanchard Community Library currently meets the needs of its customers pertaining to access to a robust library collection, educational and social programs, and quiet reading and study space. Due to expected increases in housing availability in the Santa Paula area (e.g., the 553-acre "East Area 1" development which is expected to result in 1,500 new residential units and a population increase of approximately 5,275), the BSPLD is considering the possibility of opening a library annex near that development site (e.g., bookmobile or store-front branch).

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

While the existing Blanchard Community Library facility and equipment appear to be adequate to provide service at current levels, the BSPLD is in the process of developing a master space plan using surveys and focus groups to obtain community input on how to best utilize the library's existing space. The master space plan involves conversion of storage areas into usable areas for the library's customers, the potential addition of a loft area as study space, and the development of outdoor seating and landscaped patio areas.

The BSPLD employs 20 staff members, consisting of both full-time and part-time workers. In addition, the BSPLD relies on volunteers who are involved with activities such as fundraising (including book sales) and book-mending. The District has demonstrated that it has the capacity to provide the necessary facilities and services at existing staffing levels, and continues to pursue new funding and opportunities to improve its services and facility. Based on an evaluation of BSPLD facilities and services, it appears that the District has the ability to meet the current demand for facilities and services.

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. (Government Code § 56425(e)(4))*

The recommended BSPLD sphere does not 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. (Government Code § 56425(e)(5))*

No sphere of influence boundary exists for the BSPLD. Neither of the two communities that LAFCo has identified as qualifying to be disadvantaged unincorporated communities (pursuant to Section 3.2.5 of the Ventura LAFCo Commissioner's Handbook) is located in the vicinity of the Santa Paula area.

Based on the information provided above, the sphere of influence of the BSPLD is recommended to be coterminous with its service boundary. The recommended written determinations are included in Attachment 3.

CEQA:

The acceptance of a MSR and the determination of a sphere of influence for the BSPLD must comply with CEQA. The Ventura LAFCo is the lead agency under CEQA for the acceptance of the MSR and the determination of the sphere of influence.

A project is defined in Public Resources Code § 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." Although the Commission's actions are subject to CEQA, it is recommended that the Commission find that the actions (as recommended) are 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.”

The Commission’s acceptance of the MSR and determination of the sphere of influence would not alter the BSPLD’s current operations or service area. It would not have the possibility to affect future growth patterns, land use, or regulations in a way that would impact the environment. Additionally, the recommended sphere of influence would be coterminous with the District’s current service boundary. Therefore, staff recommends that the Commission determine that the acceptance of the MSR and the determination of the sphere of influence are exempt from CEQA. The recommended resolutions relating to the MSR (Attachment 2) and the determination of the sphere of influence (Attachment 3) each contain a finding that the action is exempt from CEQA pursuant to § 15061(b)(3) of the CEQA Guidelines.

Notice of Public Hearing:

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

Public Comments:

As of the date of this report, no information or comments have been received regarding the draft MSR and sphere of influence determination.

Preparation of a Final MSR Report:

If the Commission accepts the MSR, LAFCo staff will prepare a final MSR report that reflects any modifications made by the Commission, as well as any non-substantive changes made by the Executive Officer (e.g., correction of typographical errors).

Attachments:

1. Municipal Service Review Report for the BSPLD
2. Resolution for Acceptance of Municipal Service Review Report for the BSPLD
3. Resolution LAFCo 18-08S for Determination of the BSPLD Sphere of Influence
4. BSPLD Map

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

Ventura Local Agency Formation Commission

Blanchard/Santa Paula Library District

Municipal Service Review

Prepared By:
Ventura Local Agency Formation Commission
800 S. Victoria Avenue, L #1850
Ventura, CA 93009



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Introduction

Local Agency Formation Commissions (LAFCo) exist in each county in California and were formed for the purpose of administering state law and local policies relating to the establishment and revision of local government boundaries. According to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (California Government Code § 56000 et seq.), LAFCo's purposes are to:

- discourage urban sprawl;
- preserve open space and prime agricultural land;
- ensure efficient provision of government services; and
- encourage the orderly formation and development of local agencies.

To achieve its purposes, LAFCos are responsible for coordinating logical and timely changes in local government boundaries (such as annexations), conducting special studies that identify ways to reorganize and streamline governmental structure, and determining a sphere of influence for each city and special district over which they have authority.

A **sphere of influence** is a plan for the probable physical boundaries and service area of a local agency, as determined by LAFCo (Government Code § 56076). Beginning in 2001, each LAFCo was required to review, and as necessary, update the sphere of each city and special district on or before January 1, 2008, and every five years thereafter (Government Code § 56425(g)). Government Code § 56430(a) provides that in order to determine or update a sphere of influence, LAFCo shall prepare a **Municipal Service Review (MSR)** and make written determinations relating to the following seven factors:

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

MSRs are not prepared for counties, but are prepared for special districts governed by a county Board of Supervisors. Additionally, while LAFCos are authorized to prepare studies relating to their role as boundary agencies, LAFCos have no investigative authority.

This MSR examines the Blanchard/Santa Paula Library District (BSPLD or District), in order to evaluate the District's services and to provide the Commission with information to establish a sphere of influence for the District. No MSR has previously been prepared for the BSPLD.

LAFCo staff prepared this MSR for the Blanchard/Santa Paula Library District, using information obtained from multiple sources, including:

- **District Budget:** Information regarding services and funding levels was obtained from the Fiscal Year (FY) 2018-19 budget of the BSPLD, adopted on June 26, 2018;
- **Other District Resources:** The *Strategic Plan 2014-2019: Blanchard Community Library of Santa Paula* and information on the District's website were used to obtain supplementary information relating to the BSPLD's facility and provision of library services.
- **District Staff:** The District Director provided information that was not available in the materials described above.

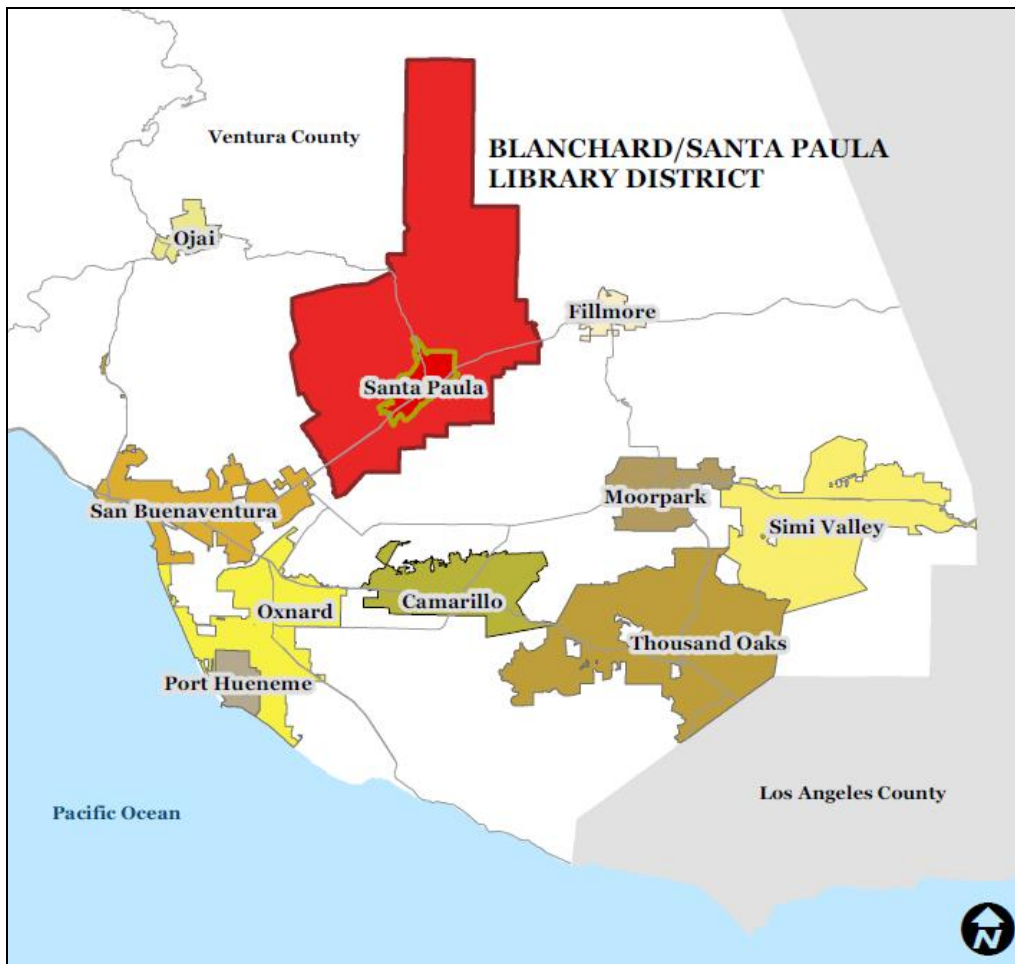
This report is divided into four sections:

- **Profile:** Summary profile of information about the District, including contact information, governing body, summary financial information, and staffing levels;
- **Growth and Population Projections:** Details of past, current, and projected population for the area served by the District;
- **Review of Municipal Services:** Discussion of the municipal services that the District provides; and
- **Written Determinations:** Recommended determinations for each of the seven mandatory factors for the District.

The Commission's acceptance of the MSR and adoption of written determinations will be memorialized through the adoption of a resolution that addresses each of the seven mandatory factors based on the Written Determinations section of the MSR.

Profile

According to the BSPLD's *Strategic Plan 2014-2019*, the Blanchard Community Library opened in 1910 as a city library within the City of Santa Paula. The District was formed in 1967 and is an independent special district that was previously known as the Santa Paula Union High School Public Library District (Education Code § 18342). The library is currently located at 119 N. 8th Street in the City of Santa Paula. Its service area includes the City of Santa Paula and surrounding areas on all sides of the City, and continues to align with the boundaries of the Santa Paula Unified School District.



The *Strategic Plan* states that the mission of the library is to address the needs of its customers by providing informational, cultural, and recreational opportunities. According to the *Strategic Plan*, the mission is supported by efforts to “foster a love of reading and lifelong learning, provide a safe and welcoming environment, facilitate the sharing of knowledge and experiences, and enrich our diverse community.”

The Friends of the Library organization was established in 1965. It is a volunteer nonprofit (501(c)(3)) organization that engages in fundraising projects, such as book sales of donated books, to make purchases for the library and contribute to the support of library programs (e.g., Summer Reading Program).

The Blanchard Endowment Fund was established in 1984. The Blanchard Community Library Endowment Fund Board annually reviews the fund’s progress and makes a contribution, based on earnings, to the library (approximately \$20,000 annually). Both of these non-profit organizations are managed by volunteer boards. In addition, a group of volunteers offers book-mending services.

Contact Information

District Office 119 N. 8th Street, Santa Paula, CA 93060
 Mailing Address 119 N. 8th Street, Santa Paula, CA 93060
 Phone Number (805) 525-3615, Extension 102
 Website blanchardlibrary.org
 Employee E-mail Addresses firstname.lastname@blanchardlibrary.org

Governance Information

Formation Date October 31, 1967
 Form of Government Board of Trustees and District Director
 Board of Trustees Five members
 Elected by registered voters within the District at-large to staggered, four-year terms of office (elections held in even-numbered years)
 Board Meetings 4th Tuesday of each month, beginning at 5:30 p.m.
 Hardison Room of the Blanchard Community Library
 119 N. 8th Street in Santa Paula

Population and Area Information

	Population	Area (square miles)
BSPLD Jurisdiction	34,500 ¹	107.3

Services Provided by the District

Library Services

Primary Revenue Sources

Property Taxes
 Special Assessments
 Redevelopment Agency Pass-Through
 Donations
 Grants

Primary Expenditures

Payroll and Benefits
 Services and Supplies
 Administrative Costs
 Facilities

Public Agencies with Overlapping Jurisdiction

Bardsdale Cemetery District	Ventura County Resource Conservation District
Calleguas Municipal Water District	Ventura County Air Pollution Control District
Fillmore-Piru Memorial District	Ventura County Transportation Commission
Gold Coast Transit District	Ventura County Watershed Protection District
United Water Conservation District	Ventura Regional Sanitation District
Ventura County Fire Protection District	

¹ Source: U.S. Census Bureau (factfinder.census.gov). Population data was collected by census tract, and adjusted using best estimates based on the BSPLD boundary.

Staffing ²				
Departments/Funds	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
District Director	1 FT	1 FT	1 FT	1 FT
Adult Services Librarian	1 FT	0	1 FT	1 FT
Youth Services Librarian	1 PT	1 PT	1 FT	1 FT
Library Assistant II	3 (2 FT & 1 PT)	3 (2 FT & 1 PT)	2 (1 FT & 1 PT)	2 (1 FT & 1 PT)
Library Assistant I	4 PT	4 PT	4 PT	4 PT
Literacy Program Director	1 PT	1 PT	1 PT	1 PT
Literacy Program Coordinator	1 PT	1 PT	1 PT	1 PT
Volunteer Coordinator	0	0	1 PT	1 PT
Office Assistant	2 PT	2 PT	2 PT	2 PT
IT Support	1 PT	1 PT	1 PT	1 PT
Library Page	3 PT	3 PT	3 PT	3 PT
Library Monitor	1 PT	1 PT	1 PT	1 PT
Accounting Clerk	1 PT	1 PT	1 PT	1 PT
Total	20	19	20	20

Summary Financial Information ³				
<i>Revenues</i>	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
	Revised	Revised	Approved	Adopted
Property Taxes & Special Assessments	732,625	746,673	740,132	740,132
Endowment	20,000	20,000	20,000	20,000
Donations	29,000	28,308	25,000	25,000
Grants	27,489	36,648	27,000	31,000
Fines and Fees	10,000	12,959	5,000	5,000
Total	\$819,114	\$844,588	\$817,132	\$821,132
<i>Expenditures</i>	FY 2015-16	FY 2016-17	FY 2017-18	FY 2017-18
	Revised	Revised	Approved	Adopted
Payroll and Benefits	503,839	525,974	496,431	569,599
Services	123,830	131,021	138,030	144,800
Administrative	73,300	63,492	59,150	58,450
Facilities	58,650	52,493	56,450	56,450
Total	\$759,619	\$772,980	\$750,061	\$829,299
<i>Extraordinary Income (Legal)⁴</i>	FY 2015-16	FY 2016-17	FY 2017-18	FY 2017-18
	Revised	Revised	Approved	Adopted
	84,863	N/A	N/A	
Net Surplus/(Deficit)	144,358	71,608	36,071	(8,167)
Reimbursement from DIF Fund ⁵	17,500	8,750	20,000	20,000
Total Surplus/(Deficit)	\$161,858	\$80,358	\$56,071	\$11,833

² Source: BSPLD staff. Number of employees includes total of all full-time (FT) staff and part-time (PT) staff members.

³ Sources: FY 2017-18 adopted budget, FY 2018-19 adopted budget, and City staff.

⁴ According to BSPLD staff, Extraordinary Income (Legal) consists of the net income (after legal fees and arbitration expenses) of insurance proceeds obtained as a result of a claim against the certified public accountant who performed the BSPLD's financial audits during a period of several years in which the BSPLD's former bookkeeper embezzled more than \$500,000 (which was discovered in 2013).

⁵ According to BSPLD staff, the City of Santa Paula collects a Development Impact Fee (DIF) related to impacts caused by the development of new housing units. A portion of the collected DIF is distributed to the BSPLD for allowable expenditures (e.g., construction projects and additions to the library's collection).

Growth and Population Projections

According to the California State Library, the BSPLD’s service area population grew from 29,725 in 2008 to 30,654 in 2016. Thus, from 2008 to 2016, the BSPLD’s service area grew by an estimated 929 people, or 3.12 percent (0.39 percent annually, on average). The following table reflects the BSPLD’s projected population through 2040 based on the estimated annual rate of growth:

Year	2016	2020	2025	2030	2035	2040
Population Estimate	30,654	31,135	31,747	32,371	33,007	33,656

Pursuant to an estimate of population using U.S. Census Bureau data, it appears instead that the population of the BSPLD’s jurisdictional area is greater than estimated above, and is currently approximately 34,500.

According to the Municipal Service Review (MSR) accepted by LAFCo on February 21, 2018, the City of Santa Paula’s projected population through 2040 is anticipated to reach at least 34,662 (based on historical growth trends over the last 18 years), and possibly up to 39,600 (based on the Southern California Association of Governments 2016-2040 Regional Transportation Plan/Sustainable Communities Strategy growth forecast). For areas that are currently located within the City’s sphere of influence and/or jurisdictional boundaries, the MSR identified an estimated City population growth of approximately 5,275 based on the anticipated future development within the City.

While the City of Santa Paula comprises just 5.7 percent of the land area within the BSPLD, approximately 85 percent of the BSPLD’s population is concentrated within the City. Based on the information provided above, it is expected that the population growth within the BSPLD will be largely dependent on population growth within the City.

Review of Municipal Services

The review of City services is based on provisions of state law which require LAFCo to make determinations regarding the present and planned capacity of public facilities, the adequacy of public services, infrastructure needs and deficiencies, and the City's financial ability to provide these services (Government Code § 56430(a)(3)).

District Services

The BSPLD provides a physical library collection, reference desk, public access computers, internet, printing services, and reading/study space. Additionally, it offers literacy and literacy-related programs and services for children, teens, and adults. These programs and services include but are not limited to tutoring, English as a Second Language (ESL) classes, computer classes, a weekly book discussion group, weekly preschool story time, bi-weekly activities for teens ("Teen Scene"), reading out loud for therapy dogs ("Barking for Books"), monthly family night with guest performers, and a coloring club. In addition, the BSPLD hosts an annual art show organized by the Santa Paula Art Society.

Each month, the Blanchard Community Library averages 6,000 to 7,000 customers (approximately 200 visitors a day) and circulation of 5,000 to 7,000 items.

During FY 2015-16, the California State Library (a California public research institution) estimated that the BSPLD had a per capita cost of \$23.96 for library operations. Statewide, the average cost for library operations was \$51.21 and the median cost was \$32.25.

District Facilities

The BSPLD's facility consists of a 22,554-square-foot library located at 119 N. 8th Street in the City of Santa Paula, which includes a circulation area, open stacks, a children's area and story room, a literacy classroom, a meeting room, a historical collection room, offices, restrooms, a break room/kitchen, a storage area, and an outdoor patio. In addition to its collection of over 77,000 books, the BSPLD provides 13 public computers (including six dedicated student computers) used for internet access, word processing, and educational games. The library provides wireless internet access, printing service, and copying service, and lends several mobile internet hotspot units as part of borrower services.

Regular library hours are provided as follows, and total 36 hours each week. The library is closed on holidays. The California State Library estimated that on average, during FY 2015-16, public libraries in California were open 42 hours each week.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Closed	12 pm - 8 pm	12 pm - 8 pm	10 am - 6 pm	12 pm - 8 pm	Closed	10 am - 2 pm

The library's public restrooms were recently remodeled and upgraded. In 2017, the library connected to the Corporation for Education Network Initiatives in California (CENIC) broadband system which improved internet speed. Approximately 85 percent of the funding for the internet improvements will be provided by means of a grant; however, operating costs related to this improvement are anticipated to increase BSPLD expenditures by approximately \$300 per month.

District Staffing Levels

The BSPLB staff includes a full-time Library Director, Adult Services Librarian, Youth Services Librarian, and Library Assistant. In addition, 16 part-time employees provide services within the library, including a Literacy Program Director, Literacy Program Coordinator, and Volunteer Coordinator, and other library support. A complete list of the BSPLD's staff is provided in the BSPLD profile section of this MSR.

Written Determinations

The Commission is required to prepare a written statement of its determinations with respect to each of the subject areas provided below (Government Code § 56430(a)).

1. Growth and population projections for the affected area

According to the records maintained by the California State Library, the BSPLD's service area population grew from 29,725 in 2008 to 30,654 in 2016. Thus, from 2008 to 2016, the BSPLD's service area grew by an estimated 929 people, or 3.12 percent (0.39 percent annually, on average). If the trend of growth continues at the same pace, the projected population within the BSPLD will be approximately 31,135 in 2020, 32,371 in 2030, and 33,656 in 2040.

Pursuant to an estimate of population using U.S. Census Bureau data, it appears instead that the population of the BSPLD's jurisdictional area is greater than estimated above, and is currently approximately 34,500.

According to the Municipal Service Review (MSR) accepted by LAFCo on February 21, 2018, the City of Santa Paula's projected population through 2040 is anticipated to reach at least 34,662 (based on historical growth trends over the last 18 years), and possibly up to 39,600 (based on the Southern California Association of Governments 2016-2040 Regional Transportation Plan/Sustainable Communities Strategy growth forecast). For areas that are currently located within the City's sphere of influence and/or jurisdictional boundaries, the MSR identified an estimated City population growth of approximately 5,275 based on the anticipated future development within the City.

While the City of Santa Paula comprises just 5.7 percent of the land area within the BSPLD, approximately 85 percent of the BSPLD's population is concentrated within the City. Based on the information provided above, it is expected that the population growth within the BSPLD will be largely dependent on population growth within the City.

2. The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere of influence

A disadvantaged unincorporated community is defined as a community with an annual median household income that is less than 80 percent of the statewide annual median household income (Government Code § 56033.5). According to Ventura LAFCo Commissioner's Handbook Section 3.2.5, Ventura LAFCo has identified Nyeland Acres (within the City of Oxnard's sphere of influence to the north of the city) and Saticoy (within the City of San Buenaventura's sphere of influence to the east of the city) as disadvantaged unincorporated communities. The BSPLD's sphere of influence has not yet been determined by the Commission. However, its current service area and boundary are not contiguous to and do not include either of the disadvantaged unincorporated communities identified above.

3. Present and planned capacity of public facilities, adequacy of public services, and infrastructure needs or deficiencies

The BSPLD plans to continue serving existing customers as well as provide service to new customers. Due to expected increases in housing availability in the Santa Paula area (e.g., the 553-acre “East Area 1” development which is expected to result in 1,500 new residential units and a population increase of approximately 5,275), the BSPLD is considering the possibility of opening a library annex near that development site (e.g., bookmobile or store-front branch).

The recommended sphere of influence for the BSPLD is identical to that of its service area and aligns with the Santa Paula Unified High School District. Although the BSPLD issues a free library card to anyone who desires one regardless of permanent address location, a demographic analysis conducted by the BSPLD of the location of the library’s customers shows very little utilization outside the BSPLD at this time. Fees, such as fines and lost book charges, are the same regardless of whether the library customer resides within or outside of the BSPLD.

While the existing library facility and equipment appear to be adequate to provide service at current levels, the BSPLD is in the process of developing a master space plan using surveys and focus groups to obtain community input on how to best utilize the library’s existing space. The master space plan involves conversion of storage areas into usable areas for the library’s customers, the potential addition of a loft area as study space, and the development of outdoor seating and landscaped patio areas.

The BSPLD employs 20 staff members, consisting of both full-time and part-time workers. In addition, the BSPLD relies on volunteers who are involved with activities such as fundraising (including book sales) and book-mending. The District has demonstrated that it has the capacity to provide the necessary facilities and services at existing staffing levels, and continues to pursue new funding and opportunities to improve its services and facility.

4. Financial ability of agencies to provide services

The adopted BSPLD budget for FY 2018-19 includes \$821,132 in revenues and \$829,299 in expenditures. The difference is covered by development impact fees collected by the City of Santa Paula. The majority of the BSPLD’s revenues consist of property tax and special assessment revenue (\$740,132). Most of the BSPLD’s operating expenses cover costs related to payroll and benefits (\$569,599). Based on a review of the adopted FY 2018-19 budget and information supplied by District staff, it appears that the BSPLD has the financial ability to provide library services to its customers.

The BSPLD annually receives a California Library Literacy Services grant (approximately \$35,000 for FY 2017-18), which partially funds adult literacy programs, and in FY 2017-18 received a \$5,000 grant for the acquisition of bilingual children’s books. The BSPLD was also recently awarded the following grants: (1) a Library Services and Technology grant for the purchase of computer equipment to provide classes on basic computer skills and common office applications (approximately \$43,000), and (2) a grant for bilingual children’s books (\$5,000).

5. Status of, and opportunities for, shared facilities

In addition to the BSPLD, library systems within Ventura County include the Ventura County Library System (VCLS) (which is operated by the County and provides 13 libraries within the unincorporated County area, and the cities of Fillmore, Ojai, Port Hueneme, and San Buenaventura), and several city libraries (i.e., the Camarillo Public Library, Moorpark City Library, Oxnard Public Library, Simi Valley Public Library, and City of Thousand Oaks Library). Other public providers include the Ventura County Law Library (located at the Ventura County Government Center), Ventura College Library (located at the Ventura campus of Ventura College), and libraries located at public schools throughout the County. Except for the BSPLD and city libraries, these library systems are not subject to LAFCo authority.

The BSPLD is the sole provider of library services in and surrounding the Santa Paula community. The closest public libraries to the Blanchard Community Library are the Saticoy Library immediately east of the City of San Buenaventura (located at 1292 Los Angeles Avenue in Ventura, approximately 8.5 miles west of the Blanchard Community Library), and the Fillmore Library within the City of Fillmore (502 2nd Street in Fillmore, approximately 10.5 miles east of the Blanchard Community Library), both of which are operated by the VCLS. The Blanchard Community Library does not have a formal lending arrangement with the VCLS; as discussed below, it has an established lending arrangement through the Black Gold Cooperative Library System.

The BSPLD is a member of the Black Gold Cooperative Library System, which is a public library cooperative within California's central coast that promotes sharing of resources among members. In addition to the Blanchard Community Library, the membership consists of the San Luis Obispo, Paso Robles, Santa Maria, Lompoc, and Santa Barbara library systems. Member library systems participate in a system-wide inter-library Loan agreement. The BSPLD is currently implementing a project to tag each item within its collection with Radio Frequency Identification tags, to assist in automatic sorting when items are returned to libraries that are members of the Black Gold Cooperative Library System.

While there are always opportunities for libraries to share resources and coordinate efforts, the BSPLD appears to meet its customers' needs through its membership in the Black Gold Cooperative Library System. It does not appear that there is a need to further combine and/or coordinate service efforts with other agencies for library services. According to BSPLD staff, operation of a single library serving a relatively small community allows the BSPLD to maintain control over the library's budget, acquisitions, and programs that fit the needs of the local community.

According to a recent Ventura County News Channel release, the Ventura County Human Services Agency and the BSPLD launched a pilot program in March 2018 to allow County staff to be present at the library during designated evening and weekend hours to provide service to Santa Clara Valley residents regarding such programs as Medi-Cal (health insurance), CalFresh (food assistance), and CalWORKs (employment services). In addition, the library provides meeting space for organizations needing a location for members to gather.

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

The BSPLD is accountable through an elected Board of Trustees, open and accessible Board of Trustees meetings held monthly at the Blanchard Community Library, public dissemination of information (including by means of a website and social media on the internet), and encouragement of public participation. The BSPLD in recent years underwent a change in leadership, which resulted in an improved public perception regarding the District.

The BSPLD's website is user-friendly and provides information regarding the library's hours and location, governance structure and Board of Trustees meetings, library catalog, programs, services, events, and community tourism and business resources. At least two of its webpages are provided in Spanish. The BSPLD could improve its transparency by updating its website to prominently feature current and past adopted budget documents, as well as approved minutes of Board meetings, in word-searchable format. The BSPLD may also wish to consider developing an internet option to renew borrowed materials (borrowers currently may renew items that they have checked out from the library either by visiting the library or calling the library by phone).

The BSPLD achieves operational efficiencies by way of pursuing and obtaining grants, donations, and volunteer time, and facilitating the operation of an Endowment Fund. In addition, it participates in the Black Gold Cooperative Library System, which enables it to access the collections of other library systems along the central coast of California.

The BSPLD could consider improving its public reach by expanding its hours, continuing to pursue opportunities to market its programs and services, updating its collection, technology, and facility, identifying additional opportunities for volunteerism, and providing a Spanish translation for more of its website content.

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

No other matters were identified.

RESOLUTION OF THE VENTURA LOCAL AGENCY FORMATION COMMISSION DETERMINING THAT THE MUNICIPAL SERVICE REVIEW FOR THE BLANCHARD/SANTA PAULA LIBRARY DISTRICT IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT, ACCEPTING THE MUNICIPAL SERVICE REVIEW FOR THE BLANCHARD/SANTA PAULA LIBRARY DISTRICT, AND MAKING STATEMENTS OF DETERMINATION

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 § 56430(e) requires each LAFCo to conduct a municipal service review before, or in conjunction with, but no later than the time it is considering an action to establish or update a sphere of influence; and

WHEREAS, the Ventura LAFCo has approved a work plan to conduct municipal service reviews and sphere of influence reviews/updates, and the municipal service review for the Blanchard/Santa Paula Library District (BSPLD or District) is part of that work plan; and

WHEREAS, LAFCo has prepared a report titled “Blanchard/Santa Paula Library District – Municipal Service Review” that contains a review of the services provided by the District; and

WHEREAS, the “Blanchard/Santa Paula Library District – Municipal Service Review” report contains recommended statements of determinations related to the District, as required by Government Code § 56430; and

WHEREAS, the “Blanchard/Santa Paula Library District – Municipal Service Review” including the recommended statements of determination were duly considered at a public hearing on July 18, 2018; and

WHEREAS, the Commission heard, discussed, and considered all oral and written testimony for and against the recommended exemption from the California Environmental Quality Act (CEQA), the “Blanchard/Santa Paula Library District – Municipal Service Review” report and the written determinations, including, but not limited to, the LAFCo staff report dated July 18, 2018, and recommendations.

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

- (1) The municipal service review report titled “Blanchard/Santa Paula Library District – Municipal Service Review,” including the related statements of determination, are determined to be 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
- (2) The Commission accepts the “Blanchard/Santa Paula Library District – Municipal Service Review” report as presented to the Commission on July 18, 2018, including any modifications approved by a majority of the Commission as a part of this action. The Executive Officer is authorized to make minor edits to the report for accuracy and completeness; and
- (3) The LAFCo staff report dated July 18, 2018, and recommendation for acceptance of the “Blanchard/Santa Paula Library District – Municipal Service Review” report are hereby adopted; and
- (4) Pursuant to Government Code § 56430(a), the following statements of determination are hereby made for the District:

a. *Growth and population projections for the affected area. (§ 56430(a)(1))*

According to the records maintained by the California State Library, the BSPLD’s service area population grew from 29,725 in 2008 to 30,654 in 2016. Thus, from 2008 to 2016, the BSPLD’s service area grew by an estimated 929 people, or 3.12 percent (0.39 percent annually, on average). If the trend of growth continues at the same pace, the projected population within the BSPLD will be approximately 31,135 in 2020, 32,371 in 2030, and 33,656 in 2040.

Pursuant to an estimate of population using U.S. Census Bureau data, it appears instead that the population of the BSPLD’s jurisdictional area is greater than estimated above, and is currently approximately 34,500.

According to the Municipal Service Review (MSR) accepted by LAFCo on February 21, 2018, the City of Santa Paula’s projected population through 2040 is anticipated to reach at least 34,662 (based on historical growth trends over the last 18 years), and possibly up to 39,600 (based on the Southern California Association of Governments

2016-2040 Regional Transportation Plan/Sustainable Communities Strategy growth forecast). For areas that are currently located within the City's sphere of influence and/or jurisdictional boundaries, the MSR identified an estimated City population growth of approximately 5,275 based on the anticipated future development within the City.

While the City of Santa Paula comprises just 5.7 percent of the land area within the BSPLD, approximately 85 percent of the BSPLD's population is concentrated within the City. Based on the information provided above, it is expected that the population growth within the BSPLD will be largely dependent on population growth within the City.

b. *The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere of influence. (§ 56430(a)(2))*

A disadvantaged unincorporated community is defined as a community with an annual median household income that is less than 80 percent of the statewide annual median household income (Government Code § 56033.5). According to Ventura LAFCo Commissioner's Handbook Section 3.2.5, Ventura LAFCo has identified Nyeland Acres (within the City of Oxnard's sphere of influence to the north of the city) and Saticoy (within the City of San Buenaventura's sphere of influence to the east of the city) as disadvantaged unincorporated communities. The BSPLD's sphere of influence has not yet been determined by the Commission. However, its current service area and boundary are not contiguous to and do not include either of the disadvantaged unincorporated communities identified above.

c. *Present and planned capacity of public facilities and adequacy of public services, including infrastructure needs and deficiencies. (§ 56430(a)(3))*

The BSPLD plans to continue serving existing customers as well as provide service to new customers. Due to expected increases in housing availability in the Santa Paula area (e.g., the 553-acre "East Area 1" development which is expected to result in 1,500 new residential units and a population increase of approximately 5,275), the BSPLD is considering the possibility of opening a library annex near that development site (e.g., bookmobile or store-front branch).

The recommended sphere of influence for the BSPLD is identical to that of its service area and aligns with the Santa Paula Unified High School District. Although the BSPLD issues a free library card to anyone who desires one regardless of permanent address location, a demographic analysis conducted by the BSPLD of the location of the library's customers shows very little utilization outside the BSPLD at this time.

Fees, such as fines and lost book charges, are the same regardless of whether the library customer resides within or outside of the BSPLD.

While the existing library facility and equipment appear to be adequate to provide service at current levels, the BSPLD is in the process of developing a master space plan using surveys and focus groups to obtain community input on how to best utilize the library's existing space. The master space plan involves conversion of storage areas into usable areas for the library's customers, the potential addition of a loft area as study space, and the development of outdoor seating and landscaped patio areas.

The BSPLD employs 20 staff members, consisting of both full-time and part-time workers. In addition, the BSPLD relies on volunteers who are involved with activities such as fundraising (including book sales) and book-mending. The District has demonstrated that it has the capacity to provide the necessary facilities and services at existing staffing levels, and continues to pursue new funding and opportunities to improve its services and facility.

d. *Financial ability of agencies to provide services. (§ 56430(a)(4))*

The adopted BSPLD budget for Fiscal Year (FY) 2018-19 includes \$821,132 in revenues and \$829,299 in expenditures. The difference is covered by development impact fees collected by the City of Santa Paula. The majority of the BSPLD's revenues consist of property tax and special assessment revenue (\$740,132). Most of the BSPLD's operating expenses cover costs related to payroll and benefits (\$569,599). Based on a review of the adopted FY 2018-19 budget and information supplied by District staff, it appears that the BSPLD has the financial ability to provide library services to its customers.

The BSPLD annually receives a California Library Literacy Services grant (approximately \$35,000 for FY 2017-18), which partially funds adult literacy programs, and in FY 2017-18 received a \$5,000 grant for the acquisition of bilingual children's books. The BSPLD was also recently awarded the following grants: (1) a Library Services and Technology grant for the purchase of computer equipment to provide classes on basic computer skills and common office applications (approximately \$43,000), and (2) a grant for bilingual children's books (\$5,000).

e. *Status of, and opportunities for, shared facilities. (§ 56430(a)(5))*

In addition to the BSPLD, library systems within Ventura County include the Ventura County Library System (VCLS) (which is operated by the County and provides 13 libraries within the unincorporated County area and cities of Fillmore, Ojai, Port Hueneme, and San Buenaventura), and several city libraries (i.e., the Camarillo

Public Library, Moorpark City Library, Oxnard Public Library, Simi Valley Public Library, and City of Thousand Oaks Library). Other public providers include the Ventura County Law Library (located at the Ventura County Government Center), Ventura College Library (located at the Ventura campus of Ventura College), and libraries located at public schools throughout the County. Except for the BSPLD and city libraries, these library systems are not subject to LAFCo authority.

The BSPLD is the sole provider of library services in and surrounding the Santa Paula community. The closest public libraries to the Blanchard Community Library are the Saticoy Library immediately east of the City of San Buenaventura (located at 1292 Los Angeles Avenue in Ventura, approximately 8.5 miles west of the Blanchard Community Library), and the Fillmore Library within the City of Fillmore (502 2nd Street in Fillmore, approximately 10.5 miles east of the Blanchard Community Library), both of which are operated by the VCLS. The Blanchard Community Library does not have a formal lending arrangement with the VCLS; as discussed below, it has an established lending arrangement through the Black Gold Cooperative Library System.

The BSPLD is a member of the Black Gold Cooperative Library System, which is a public library cooperative within California's central coast that promotes sharing of resources among members. In addition to the Blanchard Community Library, the membership consists of the San Luis Obispo, Paso Robles, Santa Maria, Lompoc, and Santa Barbara library systems. Member library systems participate in a system-wide inter-library Loan agreement. The BSPLD is currently implementing a project to tag each item within its collection with Radio Frequency Identification tags, to assist in automatic sorting when items are returned to libraries that are members of the Black Gold Cooperative Library System.

While there are always opportunities for libraries to share resources and coordinate efforts, the BSPLD appears to meet its customers' needs through its membership in the Black Gold Cooperative Library System. It does not appear that there is a need to further combine and/or coordinate service efforts with other agencies for library services. According to BSPLD staff, operation of a single library serving a relatively small community allows the BSPLD to maintain control over the library's budget, acquisitions, and programs that fit the needs of the local community.

According to a recent Ventura County News Channel release, the Ventura County Human Services Agency and the BSPLD launched a pilot program in March 2018 to allow County staff to be present at the library during designated evening and weekend hours to provide service to Santa Clara Valley residents regarding such programs as Medi-Cal (health insurance), CalFresh (food assistance), and CalWORKs (employment services). In addition, the library provides meeting space for organizations needing a location for members to gather.

f. *Accountability for community service needs, including governmental structure and operational efficiencies. (§ 56430(a)(6))*

The BSPLD is accountable through an elected Board of Trustees, open and accessible Board of Trustees meetings held monthly at the Blanchard Community Library, public dissemination of information (including by means of a website and social media on the internet), and encouragement of public participation. The BSPLD in recent years underwent a change in leadership, which resulted in an improved public perception regarding the District.

The BSPLD's website is user-friendly and provides information regarding the library's hours and location, governance structure and Board of Trustees meetings, library catalog, programs, services, events, and community tourism and business resources. At least two of its webpages are provided in Spanish. The BSPLD could improve its transparency by updating its website to prominently feature current and past adopted budget documents, as well as approved minutes of Board meetings, in word-searchable format. The BSPLD may also wish to consider developing an internet option to renew borrowed materials (borrowers currently may renew items that they have checked out from the library either by visiting the library or calling the library by phone).

The BSPLD achieves operational efficiencies by way of pursuing and obtaining grants, donations, and volunteer time, and facilitating the operation of an Endowment Fund. In addition, it participates in the Black Gold Cooperative Library System, which enables it to access the collections of other library systems along the central coast of California.

The BSPLD could consider improving its public reach by expanding its hours, continuing to pursue opportunities to market its programs and services, updating its collection, technology, and facility, identifying additional opportunities for volunteerism, and providing a Spanish translation for more of its website content.

g. *Any other matter related to effective and efficient service delivery, as required by commission policy. (§ 56430(a)(7))*

No other matters were identified.

This resolution was adopted on July 18, 2018.

	AYE	NO	ABSTAIN	ABSENT
Commissioner Freeman	<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 Ramirez	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Rooney	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Ross	<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 Bill-de la Peña	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Richards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Waters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Date _____ Linda Parks, Chair, Ventura Local Agency Formation Commission

c: Blanchard/Santa Paula Library District

LAFco 18-08S

**RESOLUTION OF THE VENTURA LOCAL AGENCY FORMATION
COMMISSION MAKING DETERMINATIONS AND DETERMINING
THE SPHERE OF INFLUENCE FOR THE BLANCHARD/SANTA PAULA
LIBRARY 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, the Blanchard/Santa Paula Library District (BSPLD or District) was formed in 1967 and is an independent special district that was previously known as the Santa Paula Union High School Public Library District pursuant to Education Code § 18342; and

WHEREAS, LAFCo had not, prior to March 16, 2016, identified the BSPLD as being subject to LAFCo jurisdiction; and

WHEREAS, LAFCo recognized the BSPLD boundary and LAFCo's authority over the BSPLD's boundary on March 16, 2016; and

WHEREAS, Government Code § 56425 requires that LAFCo determine the sphere of influence for each special district; and

WHEREAS, on April 18, 2018, LAFCo adopted a *Schedule for Initiating Sphere of Influence Reviews/Updates 2018-2022 Work Plan* which identified that the establishment of a sphere of influence for the BSPLD is to occur in 2018; and

WHEREAS, no change in regulation, land use, or development will occur as a result of determining the sphere of influence for the BSPLD; and

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

WHEREAS, the sphere of influence determination action was duly considered at a public hearing on July 18, 2018, as specified in the notice of hearing; and

WHEREAS, the Commission heard, discussed, and considered all oral and written testimony for and against determination of the sphere of influence including, but not limited to, the LAFCo Staff Report dated July 18, 2018, and recommendations; and

WHEREAS, the Commission accepted the Municipal Service Review report for the BSPLD, dated July 18, 2018.

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

- (1) The LAFCo Staff Report dated July 18, 2018, and recommended determination of the sphere of influence for the BSPLD are adopted; and
- (2) The subject proposal is assigned the following distinctive short form designation: **LAFCo 18-08S – DETERMINATION OF A SPHERE OF INFLUENCE FOR THE BLANCHARD/SANTA PAULA LIBRARY DISTRICT**; and
- (3) The sphere of influence determination for the BSPLD is exempt from the California Environmental Quality Act (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 territory recommended to be included in the BSPLD sphere consists of the entire City of Santa Paula jurisdictional boundary and sphere of influence (totaling approximately 3,939 acres) and surrounding unincorporated area (approximately 64,722 acres), and covers the entire 68,661-acre BSPLD jurisdictional area. The City’s General Plan designates a variety of land uses within the City, including but not limited to residential, commercial, industrial, mixed use, airport, open space, and agricultural uses. The unincorporated area has County General Plan designations consisting primarily of *Open Space* and *Agricultural*, with limited areas that are designated as *Existing Community*.

The BSPLD has served the Santa Paula community since 1967, and has had no impact on the present and planned land uses within its service area, new development, changes in land use, or agricultural and open space lands. The recommended sphere of influence of the BSPLD is coterminous with the

BSPLD’s jurisdictional boundaries, and reflects both the existing and planned service area of the BSPLD.

b. *The present and probable need for public facilities and services in the area.*

(§ 56425(e)(2))

The Blanchard Community Library currently meets the needs of its customers pertaining to access to a robust library collection, educational and social programs, and quiet reading and study space. Due to expected increases in housing availability in the Santa Paula area (e.g., the 553-acre “East Area 1” development which is expected to result in 1,500 new residential units and a population increase of approximately 5,275), the BSPLD is considering the possibility of opening a library annex near that development site (e.g., bookmobile or store-front branch).

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

While the existing Blanchard Community Library facility and equipment appear to be adequate to provide service at current levels, the BSPLD is in the process of developing a master space plan using surveys and focus groups to obtain community input on how to best utilize the library’s existing space. The master space plan involves conversion of storage areas into usable areas for the library’s customers, the potential addition of a loft area as study space, and the development of outdoor seating and landscaped patio areas.

The BSPLD employs 20 staff members, consisting of both full-time and part-time workers. In addition, the BSPLD relies on volunteers who are involved with activities such as fundraising (including book sales) and book-mending. The District has demonstrated that it has the capacity to provide the necessary facilities and services at existing staffing levels, and continues to pursue new funding and opportunities to improve its services and facility. Based on an evaluation of BSPLD facilities and services, it appears that the District has the ability to meet the current demand for facilities and services.

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 BSPLD sphere does not 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))

No sphere of influence boundary exists for the BSPLD. Neither of the two communities that LAFCo has identified as qualifying to be disadvantaged unincorporated communities (pursuant to Section 3.2.5 of the Ventura LAFCo Commissioner’s Handbook) is located in the vicinity of the Santa Paula area.

- (5) The sphere of influence for the BSPLD is hereby determined to be the area as generally depicted in Exhibit A, “Blanchard/Santa Paula Library District – Recommended Sphere of Influence, July 18, 2018,” attached hereto; and
- (6) 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 District updated consistent with this action.

This resolution was adopted on July 18, 2018.

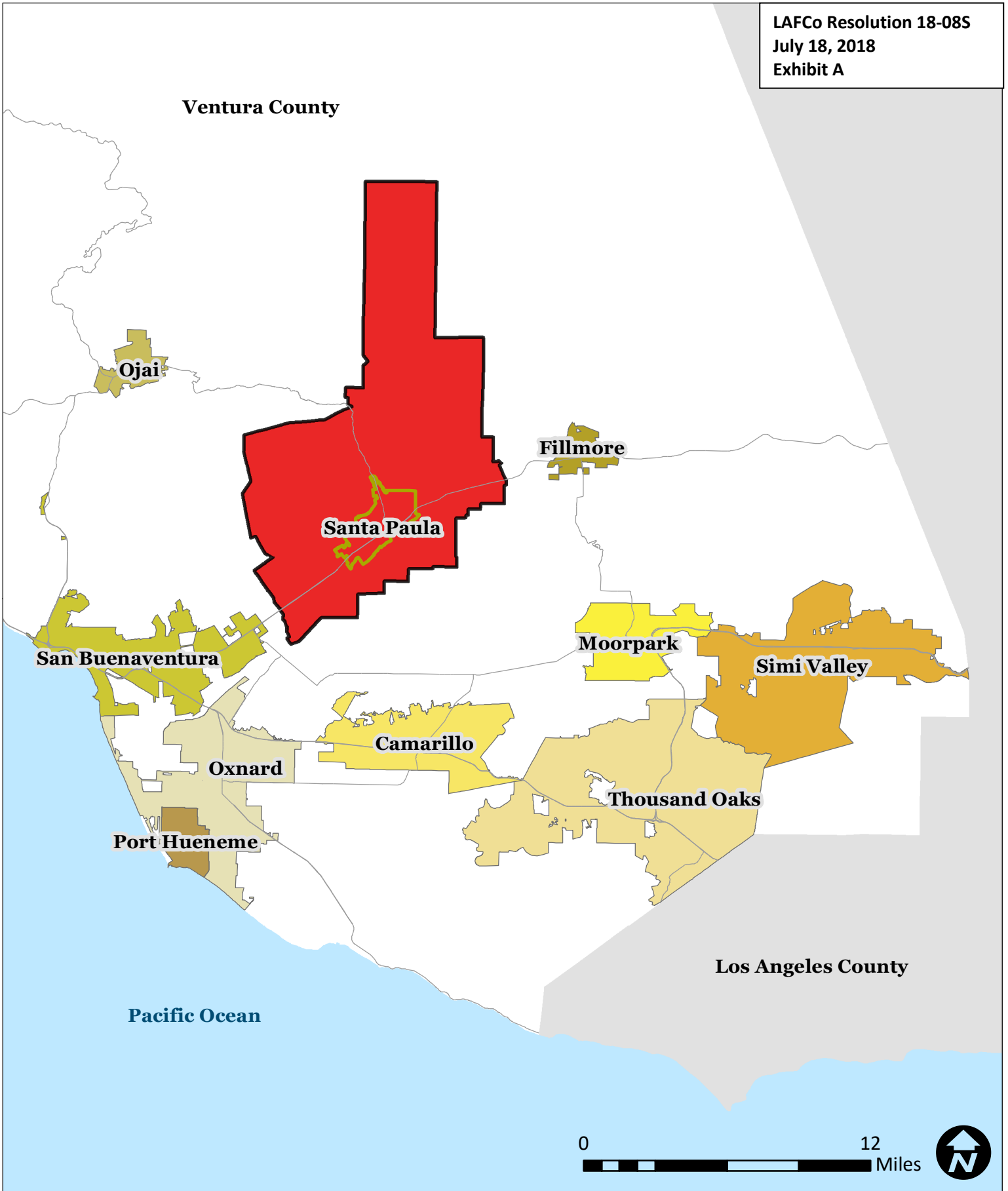
	AYE	NO	ABSTAIN	ABSENT
Commissioner Freeman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Parks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Parvin	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Ramirez	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Rooney	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Ross	<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 Bill-de la Peña	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Richards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Waters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

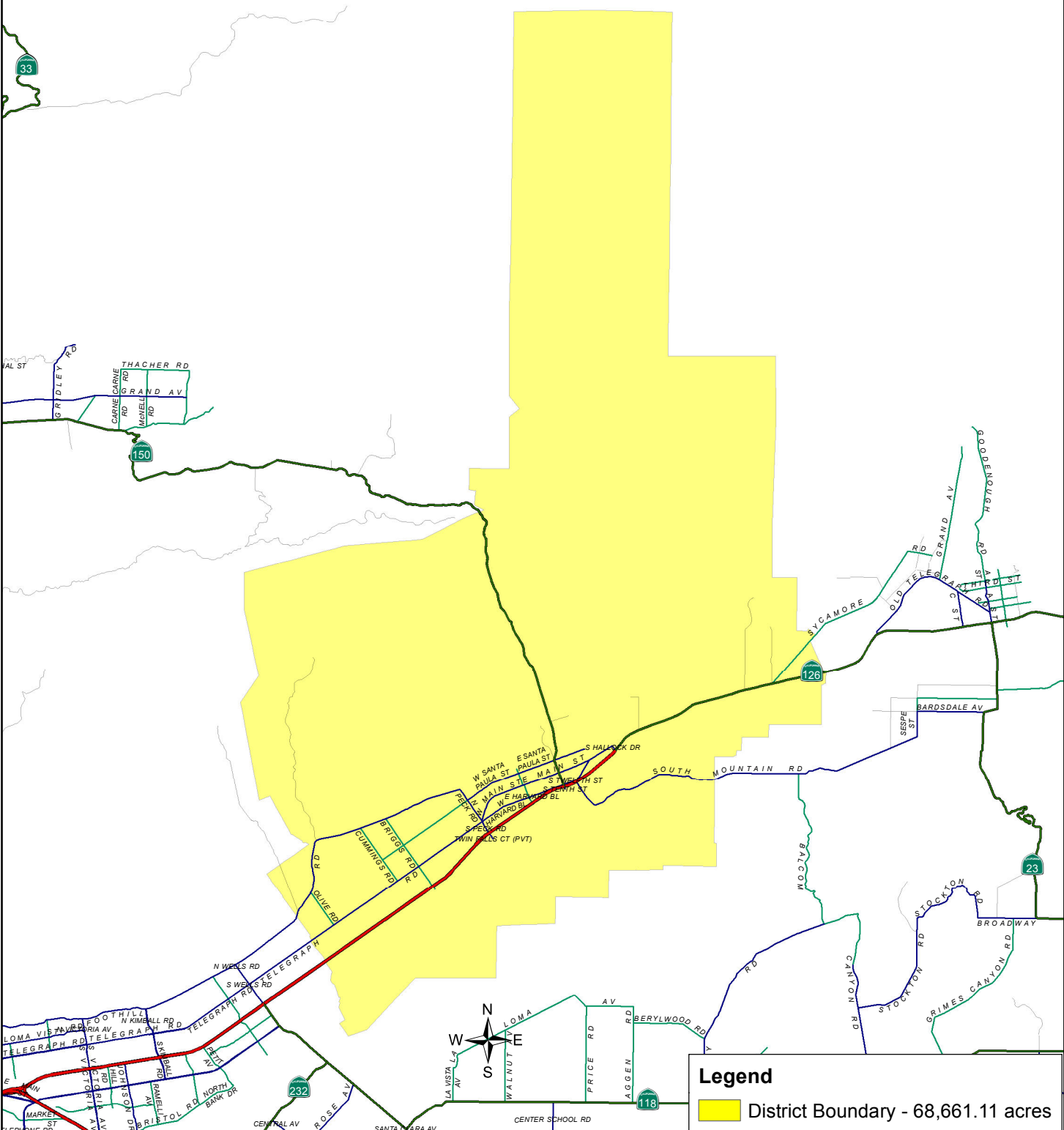
Date

Linda Parks, Chair, Ventura Local Agency Formation Commission

Attachment: Exhibit A

c: Blanchard/Santa Paula Library District
Ventura County Information Technology Services Department
Ventura County Planning Division
City of Santa Paula





Blanchard/Santa Paula Library District

State Plane Coordinate System California Zone V - NAD 27
 This map was compiled from records and computations

Prepared by County of Ventura
 IT Services Department - GIS Services


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WARNING: The information contained herein 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 18, 2018

TO: LAFCo Commissioners
FROM: Kai Luoma, Executive Officer 
SUBJECT: Sphere of Influence Review and/or Update for the Fillmore-Piru Memorial District

RECOMMENDATION:

Review the sphere of influence for the Fillmore-Piru Memorial District and determine that no update or municipal service review is necessary.

BACKGROUND:

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

Memorial districts are formed under and operate pursuant to the provisions of Division 6, Chapter 1 of the Military and Veterans Code of the State of California, Section 1170 *et seq.* In general, memorial districts have the authority to provide and maintain halls and meeting places and indoor and outdoor recreational facilities for both the general public and veterans.

Formed in 1950, the Fillmore-Piru Memorial District is an independent special district that owns and operates the Veteran’s Memorial Building in the City of Fillmore. The District’s service area includes the City of Fillmore, the unincorporated community of Piru and other unincorporated areas in the east-central portion of Ventura County as shown on Attachment 1. The District’s primary sources of revenue are a share of the 1% property tax, rents and fees charged for the use of the memorial building and a \$5.00 annual parcel tax. The District has no employees but has an

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<i>Alternate</i>	<i>Alternate</i>	<i>Alternate</i>	<i>Alternate</i>
Steve Bennett	Claudia Bill-de la Peña	Andy Waters	Pat Richards
Executive Officer	Analyst	Office Manager/Clerk	Legal Counsel
Kai Luoma, AICP	Andrea Ozdy	Richelle Beltran	Michael Walker

agreement with the City of Fillmore for the provision of all administrative, operational and maintenance services.

2007 Municipal Service Review

A Municipal Service Review (MSR) report for the Fillmore-Piru Memorial District was accepted by the Commission in October 2007 (available on the LAFCo website by clicking [here](#)). The 2007 MSR noted the District was financially stable and had no debt. No significant infrastructure deficiencies were identified and the District was found to be in compliance with all budgeting, audit and financial reporting requirements. The MSR also determined that the District achieves management efficiencies by partnering with the City of Fillmore for administrative support services to operate the memorial hall. However, it was noted that there had been no elections for the District's board of directors since at least 1990, which led to a determination that there was a lack of candidate and voter participation in the District's governance. Citing the fact that board member elections occurred on an odd-year election cycle, the MSR recommended that the District work with the City of Fillmore and the County of Ventura to change the election cycle to even-numbered years.

Though the MSR acknowledged that the District was currently financially stable and had no debt, it emphasized the fact that the District is constrained in its ability to generate other sources of financing beyond property taxes, facility use fees and special assessment revenue. It was thus recommended that the District, the City of Fillmore and the County of Ventura consider the possibility of jointly initiating proceedings to dissolve the District within five years contingent on the following three criteria:

- The cost savings of dissolution equal or exceed the amount of the \$5 per parcel tax that now exists. This special tax would essentially "go away" if the District were to be dissolved.
- The City of Fillmore and the County of Ventura reached agreement on a new or revised property tax sharing agreement that would provide for the transfer of all or a substantial portion of the property tax now going to the District to the City.
- The District, the City and the County are willing and can agree that dissolution would be in the best interests of the residents and taxpayers in the area now served by the District.

In conjunction with accepting the MSR, the Commission adopted a sphere of influence update, which reduced the area of the District's sphere of influence by removing territory located in the Los Padres National Forest and nearby lands owned by the federal government.

2008 Grand Jury Report

In June 2008 the Ventura County Grand Jury released a report titled *Fillmore-Piru Memorial District Reorganization*. Largely based on the LAFCo MSR, the Grand Jury recommended that the District be reorganized as a subsidiary district of the City of Fillmore through the State legislative process. In a letter of response, the Commission noted that the District had progressed in its efforts to resolve certain issues since LAFCo completed the MSR. Most significant was the fact that the District took action to shift its election cycle from odd-numbered years to even-numbered years

corresponding with the date of the statewide general election. This shift was subsequently approved by the County Board of Supervisors and became effective for the 2010 election. In acknowledgment of the District's efforts to permanently decrease its election related costs, the Commission indicated that it may be appropriate to postpone consideration of any restructuring options if the District can demonstrate the following: that it is conducting regular elections beginning in 2010; a sufficient number of candidates participate in the elections; and the District board members initiate and maintain compliance with AB1234 ethics training.

2012 Sphere of Influence Review

The Commission began a review of the District's sphere of influence in 2012. The review was completed in 2013. During the Commission's review, it was noted that the District had been conducting regular meetings and, for the most part, annual budgets and audits were being completed in a timely manner. As noted, the District had acted to shift its election cycle from odd-numbered years to even-numbered years to correspond with the date of the statewide general election and held competitive elections in 2010. The review also noted that no changes had occurred since 2007 with respect to District board member compensation: board members do not receive any stipend or expense reimbursement for their participation and, as such, were not required to complete any ethics training.

Nevertheless, in recognition of the fact that the District is constrained in its ability to generate other sources of revenue beyond property taxes, facility use fees and special assessment revenue, and, thus, long-term funding for District operations was uncertain, staff recommended that the Commission apply a provisional sphere of influence. The purpose of the provisional sphere would have been to encourage the District, the City of Fillmore and the County to discuss and agree on a plan for dissolution and designation of a successor agency to take over operation and maintenance of the veteran's memorial hall. However, after considering the practicality of dissolving the District (i.e., identifying a willing successor agency, the likely elimination of the parcel tax as a revenue source, community opposition, etc.), the Commission ultimately decided to review the sphere of influence and make no changes.

DISCUSSION:

As part of this sphere review, LAFCo staff reviewed District financial statements for the last five years, the adopted budget for fiscal year 2017-18, an audit of the financial statements for fiscal year 2016-17, and meeting agendas for the previous two years. Staff also consulted with City of Fillmore staff.

The District continues to be financially stable and has no debt. In fact, the District has been operating with a substantial fund balance for the past few years. No significant infrastructure deficiencies have been identified and the District appears to be in compliance with budgeting, audit and financial reporting requirements. Though the District remains constrained in its ability to generate other sources of financing beyond property taxes, facility use fees and special assessment

revenue, it appears that the concerns raised in 2007 and 2012 regarding the long-term financial viability of the District have not come to fruition. In addition, board members do not receive any stipend or expense reimbursement for their participation and, as such, are not required to complete any ethics training.

As noted above, the District held competitive elections in 2010. However, no elections have been held since. Though the lack of competitive elections was identified as a concern in the 2007 MSR and 2008 Grand Jury Report, the principal act under which the District was formed and operates specifically allows for the County Board of Supervisors to appoint board members when competitive elections cannot be held due to lack of qualified candidates (Military and Veterans Code § 1195). The Board of Supervisors appointed District board members in 2012, 2014, and 2016. Indeed, the lack of multiple qualified candidates to hold competitive elections may be explained by the fact that Military and Veterans Code § 1197 requires that at least three of the five board seats be designated for military veterans (who are also registered voters and reside within the District boundaries).

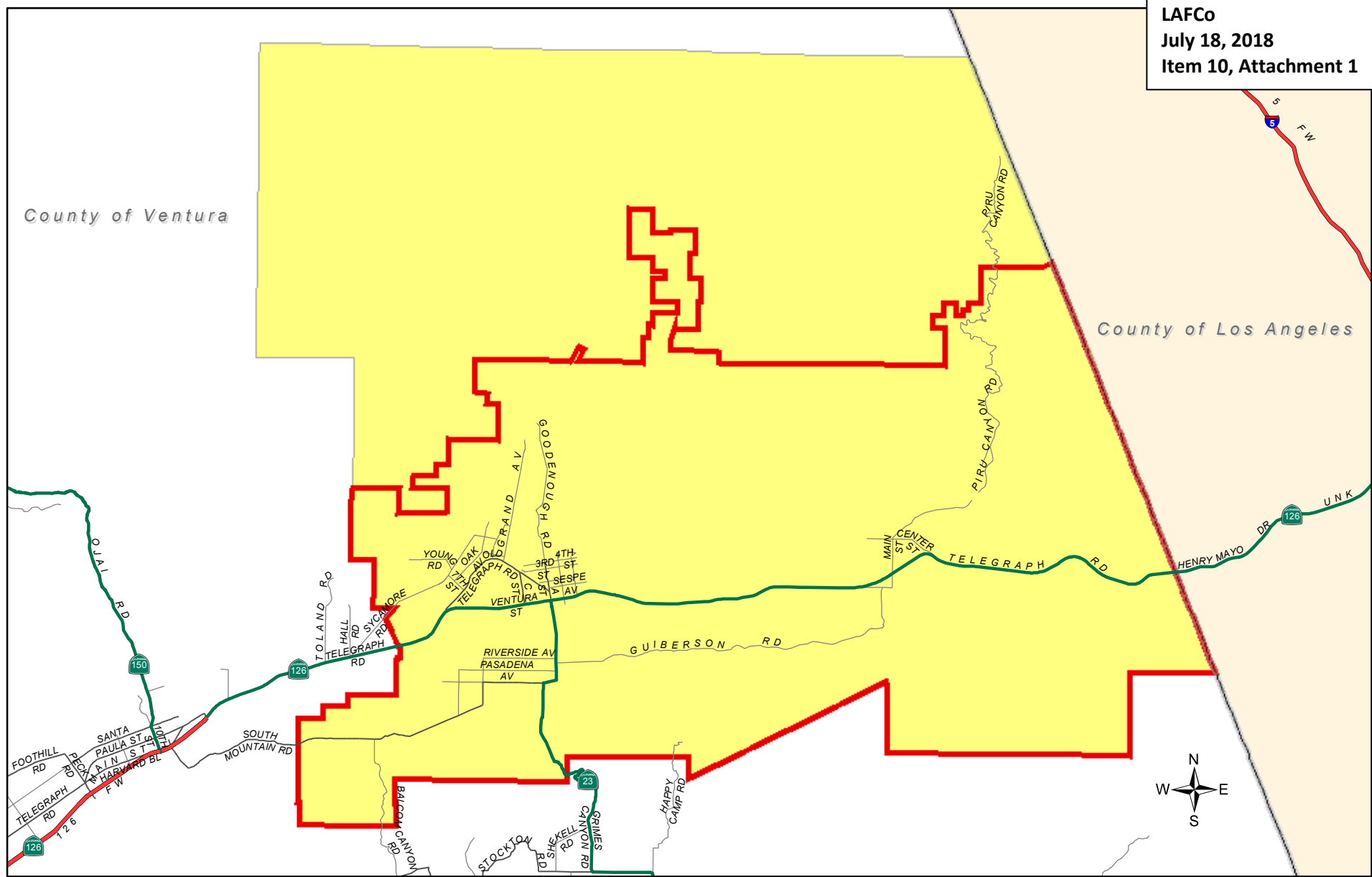
As discussed above, the 2007 MSR, 2008 Grand Jury report, and 2012-13 sphere of influence review encouraged that the Commission consider options for dissolving the District or reorganizing it as a subsidiary district of the City of Fillmore. However, considering that the District is financially stable, appears to be providing adequately the service that it was formed to provide, appears to be operating consistent with its principal act, and that predictions of revenue shortfalls have not materialized, staff does not recommend that the Commission consider options for the dissolution or reorganization of the District.

CEQA:

CEQA Guidelines §15061(b)(3) provides that a project is exempt from CEQA if: “The activity is covered by the general rule that CEQA applies only to projects, which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.” Because there would be no changes to the District sphere of influence, the sphere review action by the Commission for the Fillmore-Piru Memorial District is not considered a project subject to CEQA.

Attachment:

1. Fillmore-Piru Memorial District Sphere of Influence Map



Fillmore/Piru Memorial District

Current as of:
 November 14, 2012



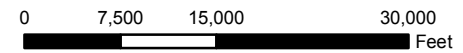
Legend

- District Sphere - 86,465.30 acres
- District Boundary - 151,305.24 acres

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: November, 2013



1 inch = 15,000 feet





VENTURA LOCAL AGENCY FORMATION COMMISSION

STAFF REPORT

Meeting Date: July 18, 2018

TO: LAFCo Commissioners
FROM: Kai Luoma, Executive Officer
SUBJECT: 2018 Conflict of Interest Code

RECOMMENDATION:

Authorize the Executive Officer to sign the 2018 Local Agency Biennial Notice stating that no amendments are necessary to the current Conflict of Interest Code and transmit it to the Clerk of the Board of Supervisors.

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 2014.

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, 2018.

No changes to the current Conflict of Interest Code (Attachment 2) are being recommended.

Attachments:

1. 2018 Local Agency Biennial Notice
2. Ventura LAFCo Conflict of Interest Code – Division 1, Chapter 2 of the Commissioner’s Handbook

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<i>Alternate</i>	<i>Alternate</i>	<i>Alternate</i>	<i>Alternate</i>
Steve Bennett	Claudia Bill-de la Peña	Andy Waters	Pat Richards
Executive Officer	Analyst	Office Manager/Clerk	Legal Counsel
Kai Luoma, AICP	Andrea Ozdy	Richelle Beltran	Michael Walker

2018 Local Agency Biennial Notice

Name of Agency: _____

Mailing Address: _____

Contact Person: _____ Phone No. _____

Email: _____ Alternate Email: _____

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that (*check one BOX*):

An amendment is required. The following amendments are necessary:

(*Check all that apply.*)

- Include new positions
- Revise disclosure categories
- Revise the titles of existing positions
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- Other (*describe*) _____

The code is currently under review by the code reviewing body.

No amendment is required. (If your code is over five years old, amendments may be necessary.)

Verification (to be completed if no amendment is required)

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer

Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2018**, or by the date specified by your agency, if earlier, to:

**Board of Supervisors
800 S. Victoria Avenue
Ventura, CA 93009-1920**

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.



CHAPTER 2 – VENTURA LAFCo CONFLICT OF INTEREST CODE

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 (California Code of Regulations, Title 2, 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.

EXHIBIT A – DESIGNATED POSITIONS

Number of Positions	Position Title	Disclosure Categories
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 18, 2018

TO: LAFCo Commissioners

FROM: Kai Luoma, Executive Officer

SUBJECT: Nominations for the 2018-2019 CALAFCO Board of Directors

RECOMMENDATION:

Authorize the Chair to submit nominations for the 2018-2019 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 4, 2018.

The CALAFCO Executive Board consists of 16 voting members (4 from each of the 4 regions and each region is composed of one city member, one county member, one public member and one special district member). This year there are eight seats up for election (two from each region), including one county member and one district member in the Coastal Region, which includes Ventura County. 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

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Linda Parks, Chair	Janice Parvin	Elaine Freeman	David J. Ross, Vice Chair
John Zaragoza	Carmen Ramirez	Mary Anne Rooney	
<i>Alternate</i>	<i>Alternate</i>	<i>Alternate</i>	<i>Alternate</i>
Steve Bennett	Claudia Bill-de la Peña	Andy Waters	Pat Richards
Executive Officer	Analyst	Office Manager/Clerk	Legal Counsel
Kai Luoma, AICP	Andrea Ozdy	Richelle Beltran	Michael Walker

May 25, 2018

To: Local Agency Formation Commission
Members and Alternate Members

From: Bill Kirby, Committee Chair
CALAFCO Board Election Committee
CALAFCO Board of Directors



RE: Nominations for 2018/2019 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 Election Committee is accepting nominations for the following seats on the CALAFCO Board of Directors:

Northern Region

City Member
Public Member

Central Region

County Member
District Member

Coastal Region

County Member
District Member

Southern Region

City 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 4, 2018 at the Tenaya Lodge in Yosemite, CA.

Please inform your Commission that the CALAFCO Election Committee is accepting nominations for the above-cited seats until *Tuesday, September 4, 2018*.

Incumbents are eligible to run for another term. Nominations received by September 4 will be included in the Election Committee's Report and will be on the ballot. The Report will be distributed to LAFCo members no later than September 20 and ballots made available to Voting Delegates 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 Tuesday, September 4, 2018. Completed absentee ballots must be returned by September 28, 2018.

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 Tuesday, September 4, 2018. Here is a summary of the deadlines for this year's nomination process:

- **May 25** – Nomination Announcement and packet sent to LAFCo membership and posted on the CALAFCO website.
- **September 4** – Completed Nomination packet due
- **September 4** – Request for an absentee/electronic ballot due
- **September 4** – Voting delegate name due to CALAFCO
- **September 20** – Distribution of the Election Committee Report (includes all completed/submitted nomination papers)
- **September 20** – Distribution of requested absentee/electronic ballots.
- **September 28** – Absentee ballots due to CALAFCO
- **October 4** - Elections

Returning the nomination form prior to the deadline ensures your nominee is placed on the ballot. Names will be listed in the order nominations were received should there be multiple candidates. 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 address or fax number below. Please forward nominations to:

CALAFCO Election Committee c/o Executive Director
California Association of Local Agency Formation Commissions
1215 K Street, Suite 1650
Sacramento, California 95814
FAX: 916-442-6535
EMAIL: info@calafco.org

Questions about the election process can be sent to the Chair of the Committee, Bill Kirby, at wkirby@calafco.org or by calling him at 530-889-4097. You may also contact CALAFCO Executive Director Pamela Miller at pmiller@calafco.org or by calling 916-442-6536.

Members of the 2018/2019 CALAFCO Election Committee are:

Bill Kirby, Chair wkirby@calafco.org	Placer LAFCo (Central Region) 530-889-4097
Debra Lake dlake@calafco.org	Humboldt LAFCo (Northern Region) 707-445-7508
Jo MacKenzie jmackenzie@calafco.org	San Diego LAFCo (Southern Region) 530-295-2707
Margie Mohler mmohler@calafco.org	Napa LAFCo (Coastal Region) 707-259-8645

Attached please find a copy of the CALAFCO Board of Directors Nomination and Election Procedures as well as the current listing of Board Members and corresponding terms of office.

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 AN ELECTION COMMITTEE:

- a. Following the Annual Membership Meeting the Board shall appoint an Election Committee of four members of the Board. The Election Committee shall consist of one member from each region whose term is not ending.⁸
- b. The Board shall appoint one of the members of the Election Committee to serve as Chairman. The CALAFCO Executive Officer shall appoint a CALAFCO staff member to serve as staff for the Election Committee in cooperation with the CALAFCO Executive Director.⁸
- c. Each region shall designate a regional representative to serve as staff liaison to the Election Committee.⁸
- d. Goals of the Committee are to provide oversight of the elections process and to encourage and solicit candidates by region who represent member LAFCoS across the spectrum of geography, size, and urban suburban and rural population if there is an open seat for which no nominations papers have been received close to the deadline.⁸

2. ANNOUNCEMENT TO ALL MEMBER LAFCoS:

- a. No later than three months prior to the Annual Membership Meeting, the Election Committee Chair shall send an announcement to each LAFCo for distribution to each commissioner and alternate. The announcement shall include the following:⁸
 - 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 Election 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 Elections Committee action."⁸
 - iv. The names of the Election Committee members with the Committee Chairman's LAFCo address and phone number, and the names and contact information for each of the regional representatives.⁸
 - 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 Election Committee Chairman shall send an announcement to the Executive Director for distribution to each member LAFCo and for publication in the newsletter and on the web site. The announcement shall include the following:⁸

Key Timeframes for Nominations Process

Days*	
90	Nomination announcement
30	Nomination deadline
14	Committee report released

*Days prior to annual membership meeting

- 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 Election Committee. Nominations received after the closing dates shall be returned to the proposing LAFCo marked "Received too late for Election Committee action."⁸
 - iii. The names of the Election Committee members with the Committee Chair's LAFCo address and phone number, and the names and contact information for each of the regional representatives.⁸
 - 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 ELECTION COMMITTEE:

- a. The Election 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 Election 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.⁸
- b. At the close of the nominations the Election 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 Election Committee shall tally ballots at each caucus and provide the Election Committee the names of the elected Board members and any open seats. In the event of a tie, the staff and Election Committee member shall immediately conduct a run-off ballot of the tied candidates.⁸
- c. Make available sufficient copies of the Committee Report for each Voting Delegate 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 Executive Director to provide "CANDIDATE" ribbons to all candidates attending the Annual Conference.⁸
- 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 Election Committee shall serve as the Presiding Officer for the purpose of the caucus election.⁸
- h. Following the regional elections, in the event that there are open seats for any offices subject to the election, the Election 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.⁸

4. ELECTRONIC BALLOT FOR LAFCO IN GOOD STANDING NOT ATTENDING ANNUAL MEETING⁶ 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 Election Committee and may not vote in any run-off elections.⁸

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

- a. The Election Committee Chairman, another member of the Election Committee or the Chair's designee (hereafter called the Presiding Officer) shall:⁸
 - i. Review the election procedure with the membership.
 - ii. Present the Election 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. Any ballots submitted electronically for candidates included in the Election Committee Report shall be added to the tally.⁸
 4. 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 majority⁶ 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. Electronic ballots are not included in the tally for any run-off election(s).⁶
 3. In case of tie votes⁶:
 - 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.⁶
 - 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 Election Committee Chair shall announce and introduce all Board Members elected at the Regional Caucuses at the annual business meeting.⁸
- 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 2007¹, 8 February 2008², 13 February 2009³, 12 February 2010⁴, 18 February 2011⁵, 29 April 2011⁶, 11 July 2014⁷ and 27 October 2017⁸. They supersede all previous versions of the policies.

CALAFCO Regions

FOUR 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: Carolyn Emery
Orange LAFCo
cemery@oclafco.org

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: Martha Poyatos
San Mateo LAFCo
mpoyatos@smcgov.org

Central Region

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

CONTACT: Christine Crawford, Yolo LAFCo
christine.crawford@yolocounty.org

**Board of Directors
2018/2019 Nominations Form**

Nomination to the CALAFCO Board of Directors

In accordance with the Nominations and Election Procedures of CALAFCO,

_____ Ventura _____ LAFCo of the _____ Coastal _____ 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 4, 2018** to be considered by the Election Committee. Send completed nominations to:
CALAFCO Election Committee
CALAFCO
1215 K Street, Suite 1650
Sacramento, CA 95814

Board of Directors 2018/2019 Candidate Resume Form

Nominated By: _____ Ventura LAFCo Date: July 18, 2018

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

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CALAFCO
1215 K Street, Suite 1650
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Board of Directors 2018/2019 Nominations Form

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_____ Ventura _____ LAFCo of the _____ Coastal _____ 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

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Board of Directors 2018/2019 Candidate Resume Form

Nominated By: Ventura LAFCo Date: July 18, 2018

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

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CALAFCO
1215 K Street, Suite 1650
Sacramento, CA 95814

CALAFCO Board Members 2017-18 (as of May 15, 2018)		
Board Member Name	LAFCo - Region	Type (Term Expires)
Cheryl Brothers	Orange - <i>Southern</i>	City (2018)
Bill Connelly	Butte - <i>Northern</i>	County (2019)
Shiva Frentzen	El Dorado - <i>Central</i>	County (2018)
Gay Jones – Chair	Sacramento - <i>Central</i>	District (2018)
Michael Kelley - Treasurer	Imperial - <i>Southern</i>	County (2019)
Dr. William Kirby	Placer - <i>Central</i>	City (2019)
Debra Lake	Humboldt - <i>Northern</i>	District (2019)
John Leopold	Santa Cruz - <i>Coastal</i>	County (2018)
Gerard McCallum	Los Angeles - <i>Southern</i>	Public (2018)
Michael McGill - Secretary	Contra Costa - <i>Coastal</i>	District (2018)
Jo MacKenzie	San Diego - <i>Southern</i>	District (2019)
Margie Mohler	Napa - <i>Coastal</i>	City (2019)
Anita Paque	Calaveras - <i>Central</i>	Public (2019)
Ricky Samayoa	Yuba - <i>Northern</i>	City (2018)
Josh Susman – Vice Chair	Nevada - <i>Northern</i>	Public (2018)
Susan Vicklund-Wilson	Santa Clara - <i>Coastal</i>	Public (2019)



VENTURA LOCAL AGENCY FORMATION COMMISSION

STAFF REPORT

Meeting Date: July 18, 2018

TO: LAFCo Commissioners
FROM: Kai Luoma, Executive Officer *[Signature]*
SUBJECT: 2018-2019 CALAFCO Board of Directors Election – Voting Delegates

RECOMMENDATION:

Designate a voting delegate and an alternate voting delegate for the 2018-2019 CALAFCO Board of Directors election.

DISCUSSION:

Each year at the annual CALAFCO conference, a business meeting is held that includes elections for the CALAFCO Board of Directors. Each member LAFCo is eligible to vote through a pre-designated voting delegate. In addition, an alternate voting delegate is selected in the event that the voting delegate becomes unavailable. Typically, the Commission Chair serves as the voting delegate and the Vice Chair as the alternate voting delegate.

COMMISSIONERS AND STAFF


COUNTY	CITY	DISTRICT	PUBLIC
Linda Parks, Chair	Janice Parvin	Elaine Freeman	David J. Ross, Vice Chair
John Zaragoza	Carmen Ramirez	Mary Anne Rooney	
<i>Alternate</i>	<i>Alternate</i>	<i>Alternate</i>	<i>Alternate</i>
Steve Bennett	Claudia Bill-de la Peña	Andy Waters	Pat Richards
Executive Officer	Analyst	Office Manager/Clerk	Legal Counsel
Kai Luoma, AICP	Andrea Ozdy	Richelle Beltran	Michael Walker



VENTURA LOCAL AGENCY FORMATION COMMISSION

STAFF REPORT

Meeting Date: July 18, 2018

TO: LAFCo Commissioners
FROM: Kai Luoma, Executive Officer 
SUBJECT: 2018 CALAFCO Achievement Award Nominations

RECOMMENDATION:

Determine whether the Commission wishes to submit nominations for the 2018 CALAFCO Achievement Awards.

DISCUSSION:

Each year CALAFCO calls for nominations for achievement awards, which consist of 12 specific categories. A copy of the nomination information materials, including a list of award categories and past winners, is attached for additional information (Attachment 1). As indicated in the information materials, nominations may be submitted by individuals, LAFCos, or by any other organization.

Nominations must be submitted by August 3, 2018. 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 Sacramento.

Attachment:

1. CALAFCO memo regarding Achievement Award Nominations

COMMISSIONERS AND STAFF

COUNTY	CITY	DISTRICT	PUBLIC
Linda Parks, Chair	Janice Parvin	Elaine Freeman	David J. Ross, Vice Chair
John Zaragoza	Carmen Ramirez	Mary Anne Rooney	
<i>Alternate</i>	<i>Alternate</i>	<i>Alternate</i>	<i>Alternate</i>
Steve Bennett	Claudia Bill-de la Peña	Andy Waters	Pat Richards
Executive Officer	Analyst	Office Manager/Clerk	Legal Counsel
Kai Luoma, AICP	Andrea Ozdy	130 Richelle Beltran	Michael Walker

Date: 25 May, 2018

To: LAFCo Commissioners and Staff
CALAFCO Members
Other Interested Organizations

From: CALAFCO Achievement Awards Committee

Subject: **2018 CALAFCO Achievement Award Nominations**

CALAFCO
2018
AWARDS



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. *Please carefully review the nomination instructions and note the form has changed with the addition of a new section.*

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 you can submit.
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 highlight the most important points of your nomination.
3. Nominations must be limited to no more than 1500 words or 3 pages in length maximum. You are encouraged to write them in a clear, concise and understandable manner. If the Awards Committee members require additional information, you will be contacted with that request. Any nomination received that exceeds this amount will be returned.
4. All supporting information (e.g. reports, news articles, etc.) must be submitted with the nomination. Limit supporting documentation to no more than 5 pages. If the Awards Committee members require additional information, you will be contacted with that request. Any nomination received that exceeds this amount will be returned.
5. All nomination materials must be submitted at one time and must be received by the deadline. Electronic submittals are encouraged.
6. **Nominations and supporting materials must be received no later than 5:00 p.m., Friday, August 3, 2018.** Send nominations via e-mail, or U.S. mail to:

Stephen Lucas, CALAFCO Executive Officer
c/o Butte LAFCo
1453 Downer Street, Suite C
Oroville, CA 95965
slucas@calafco.org

Members of the 2018 CALAFCO Board of Directors Awards Committee are:

Mike Kelley, Committee Chair (Imperial LAFCo, Southern Region)
Cheryl Brothers (Orange LAFCo, Southern Region)
Debra Lake (Humboldt LAFCo, Northern Region)
Margie Mohler (Napa LAFCo, Coastal Region)
Anita Paque (Calaveras LAFCo, Central Region)

mkelley@calafco.org
cbrothers@calaco.org
dlake@calafco.org
mmohler@calafco.org
apaque@calafco.org

Please contact Steve Lucas, CALAFCO Executive Officer, at slucas@calafco.org or (530) 538-7784 with any questions. A list of the previous Achievement Award recipients is attached to this announcement.

Nomination Form

NOMINEE - Person or Agency Being Nominated:

Name:

Organization:

Address:

Phone:

E-mail:

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

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

NOMINATION SUBMITTED BY:

Name:

Organization:

Address:

Phone:

E-mail:

NOMINATION SUMMARY

In no more than 250 words, summarize why this recipient is the most deserving of this award.

ACHIEVEMENTS

Please indicate the reasons why this person or agency deserves to be recognized (Remember to keep this portion to 1500 words or 3 pages maximum and use additional sheets as needed):

CALAFCO ACHIEVEMENT AWARD CATEGORIES

CALAFCO recognizes excellence within the LAFCo community and the full membership by presenting the *Achievement Awards* at the CALAFCO Annual Conference. Nominations are being accepted until *Friday, August 3, 2018* 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	Recognizes a LAFCo Clerk for exemplary service during the past year.
Outstanding CALAFCO Associate Member	Presented to an active CALAFCO Associate Member (person or agency) that has advanced or promoted the cause of LAFCos by consistently producing distinguished work that upholds the mission and goals of LAFCos, and has helped elevate the roles and mission of LAFCos through its work. Recipient consistently demonstrates a collaborative approach to LAFCo stakeholder engagement.
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**2017**

Most Effective Commission	Los Angeles LAFCo
Outstanding CALAFCO Member	Sblend Sblendorio, Alameda LAFCo
Outstanding Commissioner	John Marchand, Alameda LAFCo
Outstanding LAFCo Professional	Paul Novak, Los Angeles LAFCo
Outstanding LAFCo Clerk	Richelle Beltran, Ventura LAFCo
Outstanding CALAFCO Associate Member	Policy Consulting Associates
Project of the Year	County Services MSR, Butte LAFCo Santa Rosa Annexation, Sonoma LAFCo San Luis Obispo County Public Works Dept.
Government Leadership Award	Kathy Rollings McDonald (San Bernardino)
Lifetime Achievement Award	

2016

Distinguished Service Award	Peter Brundage, Sacramento LAFCo
Most Effective Commission	San Luis Obispo LAFCo
Outstanding CALAFCO Member	John Leopold, Santa Cruz LAFCo
Outstanding Commissioner	Don Tatzin, Contra Costa LAFCo
Outstanding LAFCo Professional	Steve Lucas, Butte LAFCo
Outstanding LAFCo Clerk	Cheryl Carter-Benjamin, Orange LAFCo
Project of the Year	Countywide Water Study, (Marin LAFCo)
Government Leadership Award	Southern Region of CALAFCO
Lifetime Achievement Award	Bob Braitman (retired Executive Officer)

2015

Mike Gotch Courage & Innovation in Local Government Leadership Award	Yuba County Water Agency
Distinguished Service Award	Mary Jane Griego, Yuba LAFCo
Most Effective Commission	Butte LAFCo
Outstanding CALAFCO Member	Marjorie Blom, formerly of Stanislaus LAFCo
Outstanding Commissioner	Matthew Beekman, formerly of Stanislaus LAFCo
Outstanding LAFCo Professional	Sam Martinez, San Bernardino LAFCo
Outstanding LAFCo Clerk	Terri Tuck, Yolo LAFCo
Project of the Year	Formation of the Ventura County Waterworks District No. 38 (Ventura LAFCo) and 2015 San Diego County Health Care Services five-year sphere of influence and service review report (San Diego LAFCo)
Government Leadership Award	The Cities of Dublin, Pleasanton, Livermore and San Ramon, the Dublin San Ramon Services District and the Zone 7 Water Agency
CALAFCO Associate Member of the Year	Michael Colantuono of Colantuono, Highsmith & Whatley
Legislators of the Year Award	Assembly member Chad Mayes
Lifetime Achievement Award	Jim Chapman (Lassen LAFCo) and Chris Tooker (formerly of Sacramento LAFCo)

2014

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

Government Leadership Award

Legislators of the Year Award
Lifetime Achievement Award

David Church, San Luis Obispo LAFCo

Kate McKenna, Monterey LAFCo

Santa Clara LAFCo

Stephen Lucas, Butte LAFCo

Paul Norsell, Nevada LAFCo

Kate McKenna, Monterey LAFCo

Paige Hensley, Yuba LAFCo

LAFCo Procedures Guide: 50th Year Special Edition,
San Diego LAFCo

**Orange County Water District, City of Anaheim, Irvine
Ranch Water District, and Yorba Linda Water District
Assembly member Katcho Achadjian
Susan Wilson**, Orange LAFCo

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

Government Leadership Award

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

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

Most Effective Commission

Outstanding CALAFCO Member

Outstanding Commissioner

Outstanding LAFCo Professional

Outstanding LAFCo Clerk

Project of the Year

Government Leadership Award

Special Achievement

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

Butte LAFCo

Sewer Commission - Oroville Region Municipal Service
Review

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

Chris Tooker, Sacramento LAFCo and CALAFCO Board of
Directors

2009

Mike Gotch Courage & Innovation in
Local Government Leadership Award

Distinguished Service Award

Most Effective Commission

Outstanding CALAFCO Member

Outstanding Commissioner

Outstanding LAFCo Professional

Outstanding LAFCo Clerk

Project of the Year

Government Leadership Award

Legislator of the Year Award

Paul Hood, Executive Officer, San Luis Obispo LAFCo

William Zumwalt, Executive Officer, Kings LAFCo
Napa LAFCo

Susan Vicklund Wilson, CALAFCO Vice Chair
Jerry Gladbach, CALAFCO Treasurer

Larry M. Fortune, Fresno LAFCo

Pat McCormick, Santa Cruz LAFCo Executive Officer

Emmanuel Abello, Santa Clara LAFCo

Orange LAFCo Boundary Report

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

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	San Bernardino Board of Supervisors
Legislator of the Year Award	Assembly Member Anna M. Caballero

2007

Outstanding CALAFCO Member	Kathy Long , Board Chair, Ventura LAFCo
Distinguished Service Award	William D. Smith , San Diego Legal
Counsel Most Effective Commission	Santa Clara LAFCo
Outstanding Commissioner	Gayle Uilkema , Contra Costa LAFCo
Outstanding LAFCo Professional	Joyce Crosthwaite , Orange LAFCo Executive Officer
Outstanding LAFCo Clerk	Debby Chamberlin , San Bernardino LAFCo
Project of the Year	San Bernardino LAFCo and City of Fontana Islands Annexation Program
Government Leadership Award	City of Fontana - Islands Annexation Program
Lifetime Achievement	John T. "Jack" Knox

2006

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

2005

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

2004

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

2003

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

2002

Outstanding CALAFCO Member	Ken Lee , CALAFCo Legislative Committee Chair
Most Effective Commission Award	San Diego LAFCo Outstanding
Commissioner Award	Ed Snively , Imperial LAFCo
Outstanding LAFCo Professional Award	Paul Hood , San Luis Obispo LAFCo
Outstanding LAFCo Clerk Award	Danielle Ball , Orange LAFCo
Project of the Year Award	San Luis Obispo LAFCo
Outstanding Government Leadership Award	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



2018 Achievement Award Nominations

2001

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

2000

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

1999

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

1998

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

1997

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

**Please join us for the
CALAFCO Annual Conference
October 3 – 5, 2018
Yosemite, California**






VENTURA LOCAL AGENCY FORMATION COMMISSION
STAFF REPORT

Meeting Date: July 18, 2018

TO: LAFCo Commissioners

FROM: Kai Luoma, Executive Officer 

SUBJECT: Ventura County Grand Jury Final Report – Independent Special Districts

RECOMMENDATION:

1. Determine that no response to the Grand Jury report is necessary;
2. Determine that a response to the Grand Jury report is necessary and direct staff as appropriate; or
3. Provide other direction to staff as appropriate.

DISCUSSION:

In May 2018, the Ventura County Grand Jury released the attached report titled “Independent Special Districts¹”. The report is the result of an investigation by the Grand Jury into the transparency and public accountability of the independent special districts in the County. In short, the report concludes that a district lacks transparency and accountability when it does not:

- Hold competitive elections
- Have publicly available reserve policies and practices
- Articulate the need for and the size of its reserves by adopting specific policies
- Maintain a website

¹ LAFCo staff emailed a copy of the report to Commissioners on May 18.

COMMISSIONERS AND STAFF

COUNTY	CITY	DISTRICT	PUBLIC
Linda Parks, Chair	Janice Parvin	Elaine Freeman	David J. Ross, Vice-Chair
John Zaragoza	Carmen Ramirez	Mary Anne Rooney	
<i>Alternate</i>	<i>Alternate</i>	<i>Alternate</i>	<i>Alternate</i>
Steve Bennett	Claudia Bill-de la Peña	Andy Waters	Pat Richards
Executive Officer:	Analyst	Office Manager/Clerk	Legal Counsel
Kai Luoma, AICP	Andrea Ozdy	Richelle Beltran	Michael Walker

The report makes four recommendations for independent special districts to address these items. These recommendations, summarized below, provide that districts should:

- Provide public outreach regarding opportunities to serve on boards and better publicize elections.
- Discontinue the practice of appointing new board members a few months prior to a public election.
- Have published policies for reserve funds, including the size and purpose of the reserves and how they are invested.
- Maintain a website that includes general information on the district, as specified in the report, including the most recent municipal service review prepared by LAFCo and a link to the LAFCo website.

Though not all of the independent special districts were found to lack transparency/accountability, the Grand Jury requires a written response from each of the special districts that addresses the specific conclusions and recommendations identified in the report.

The Grand Jury also requests, but does not require, that LAFCo provide a response to each of the four conclusions and each of the four recommendations. LAFCo staff generally agrees with the report's conclusions and that implementation of the recommendations will likely increase transparency and accountability. Though none of the conclusions/recommendations falls within the specific authority of LAFCo, the accountability of special districts to the public they serve is a consideration of LAFCo during the municipal service review (MSR) process. When conducting a MSR, one of the written determinations that LAFCo must make pertains to "Accountability for community service needs, including governmental structure and operational efficiencies." Therefore, staff believes that any efforts that encourage special districts to become more accountable to the customers they serve is consistent with the mission of LAFCo.

Attachment:

1. Grand Jury Final Report – Independent Special Districts

Ventura County Grand Jury 2017 - 2018



RECEIVED
MAY 10 2018
Ventura LAFCo

Final Report

Independent Special Districts

April 26, 2018

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Independent Special Districts

Summary

The 2017-2018 Ventura County Grand Jury (Grand Jury) investigated Ventura County (County) independent special districts as to their transparency and public accountability.

In May 2000, the State of California (State) watchdog group the Little Hoover Commission found that independent special districts often lack the kind of oversight and citizen involvement necessary to promote their efficient operation and evolution.

The Grand Jury found five independent special districts have not held public competitive elections since 1970. One special district has not held a competitive election since 1960. The Grand Jury recommends independent special district boards discontinue the practice of appointing new board members a few months prior to a public election. These newly appointed board members become incumbents in uncontested elections that are never held.

The Grand Jury concluded no independent special district in the County has made its reserve policies and practices available on its website. The absence of publicly available reserve policies and practices does not serve the public interest. The Grand Jury recommends that all independent special districts have a published policy for reserve funds, including the size and purpose of reserves and how they are invested. These policies should be readily available for public review.

The Grand Jury found six independent special districts in the County did not have websites. The Grand Jury recommends all independent special districts have websites informing the public about the policies, practices, and mission of the district.

Background

There are more than 4,000 special districts in California (State), including more than 2,000 independent special districts. They were created to meet unique local needs and conditions that did not neatly fit into the normal boundaries of cities and counties. Many of these, such as water districts, school districts, sanitary districts, and conservation districts, span across county and/or city boundaries.

It was understood that these services should be paid for and administered by the populations they serve. It was intended that these special districts would not compete for revenue collected specifically for city and/or county services, but rather have their own local tax bases. It is believed that direct elections of governing boards by the populations served within these unique boundaries will lead to more accountability and transparency by these special districts.

In 2000 the Little Hoover Commission found that California's special districts often amounted to a poorly overseen and largely invisible governing sector serving residents who know little about the districts or what they pay in taxes to sustain them. (Ref-01)

In 2017 the Little Hoover Commission affirmed that independent special districts are “independent” from other governments. These districts often have no direct oversight other than by the people they serve. Independent special district boards of directors are either elected directly by the people or appointed by other local officials. These districts are not accountable to the appointing board, nor does the appointing board have any oversight responsibility for the operation of the independent special district. (Ref-04)

Special districts generate revenue from several sources including property taxes, special assessments, and fees. Statewide, special districts employ more than 90,000 people. California independent special districts accounted for more than \$52 billion in revenue in 2016. In fiscal year 2015-2016, the 50 independent special districts in the County accounted for \$334 million in revenues and taxes and had \$324 million in expenditures. (Ref-04, Att-01)

Independent special districts come under the auspices of Local Agency Formation Commissions, which have the responsibility for establishing service area boundaries. Under State law, Ventura Local Agency Formation Commission (LAFCO) is responsible for spheres of influence, incorporations, annexations, reorganizations, and other changes of organization. (Ref-06)

Although LAFCO plays an important role in boundary maintenance and adjustment for independent special districts, it generally chooses not to exercise its authority over the operations of the special districts.

Methodology

- The Grand Jury sent out questionnaires to County independent special districts with no websites.
- The Grand Jury examined data from the State Controller on independent special districts in the County.
- The Grand Jury reviewed the websites of all independent special districts in the County under the jurisdiction of LAFCO.
- The Grand Jury investigated financial reserve policies.
- The Grand Jury investigated financial reserve best practices as described by the Little Hoover Commission reports and the California Special District Association recommendations.
- The Grand Jury reviewed all board election results for independent special districts under LAFCO jurisdiction.
- The Grand Jury conducted internet research and reviewed the report by the 1998-1999 Ventura County Grand Jury.
- The Grand Jury reviewed Little Hoover Commission reports of independent special districts.
- The Grand Jury interviewed witnesses about independent special districts in the County.

Facts

FA-01. Five independent special districts have never held public competitive governing board elections since at least 1970.

Historically, when a vacancy occurs on the district’s board, or when a board member resigns near the end of his or her term, the board appoints a successor to serve out the remainder of the term. The newly appointed board member then becomes the incumbent, with all advantages of incumbency. If no one other than the newly appointed incumbent runs for the vacated office, the incumbent is then appointed and no election is held.

The following independent special districts have held no recorded public competitive board member elections since their formation:

- Ojai Water Conservation District
- Oxnard Drainage District No. 1
- Oxnard Drainage District No. 2
- Pleasant Valley County Water District
- Saticoy Sanitary District

(Ref-07)

FA-02. Five independent special district boards are not elected by the public but appointed by local elected officials who have no further authority over them.

- Bardsdale Cemetery District
- Ranch Simi Cemetery District
- Fox Canyon Groundwater Management Agency
- Piru Public Cemetery District
- Ventura Port District

(Ref-07)

FA-03. Seventeen independent special districts have not held public competitive board elections since the year indicated:

- Hidden Valley Municipal Water District – 1960
- Montalvo Community Services District – 1994
- Camrosa Water District – 2006
- Meiners Oaks Water District – 2008
- Triunfo County Sanitation District – 2010
- Fillmore-Piru Memorial District – 2010
- Rancho Simi Recreation and Park District – 2012
- Blanchard/Santa Paula Library District – 2012

- Bell Canyon Community Services District – 2014
- Camarillo Health Care District – 2014
- Conejo Recreation & Park District – 2014
- United Water Conservation District – 2014
- Pleasant Valley Recreation and Park District – 2014
- Channel Islands Beach Community Services District – 2016
- Calleguas Municipal Water District – 2016
- Casitas Municipal Water District – 2016
- Ojai Valley Sanitary District – 2016

(Ref-07)

FA-04. There are no reserve policies or practices listed on the websites of all County independent special districts under the jurisdiction of LAFCO. Many independent special districts list their reserves in their financial reports. The Little Hoover Commission stated that hundreds of independent special districts have banked multimillion-dollar reserves that are unpublicized and unnoticed in regional or statewide infrastructure planning. (Ref-01)

FA-05. State law mandates four requirements for any local agency with a website:

- Agendas must be posted 72 hours before a meeting occurs.
- Annual compensation reports, or a link to the State Controller’s website that contains the report, must be posted.
- Financial transaction reports, or a link to the State Controller’s website that contains the report, must be posted.
- Enterprise system catalogs must be posted.

(Ref-04)

FA-06. According to the Little Hoover Commission, it is important for independent special districts to communicate to their public in order to know which districts receive their property tax dollars, how to participate in their district’s public processes, and how to pick the best board members to run their districts from an often-obscure list of potential candidates. Recent technological developments have allowed many independent special districts to use websites to accomplish this. (Ref-04)

FA-07. Six independent special districts in the County do not provide public access to a website.

- Fillmore-Piru Memorial District
- Hidden Valley Municipal Water District
- Oxnard Drainage District No. 1
- Oxnard Drainage District No. 2

- Piru Public Cemetery District
- Pleasant Valley County Water District

FA-08. The State Controller recommends the following key components for a website:

- Name, location, contact information, services provided
- Governance structure of the district, including election information and the process for constituents to run for board positions
- Compensation details: total staff compensation, including salary, pensions, and benefits, or a link to this information on the State Controller’s website
- Budget, including annual revenues and the sources of such revenues, fees, property taxes and other assessments, bond debt, expenditures, and reserve amounts
- Reserve fund policy
- Geographic area served
- Most recent Municipal Service Review, most recent annual financial report provided to the State Controller’s office, or a link to this information on the State Controller’s website
- Link to the Local Agency Formation Commission and any State agency providing oversight

(Ref-04, Ref-07)

Conclusions

C-01. The Grand Jury concluded there is a lack of transparency and accountability when there is:

- An absence of competitive elections
- No general publication of elections other than in County election materials
- An election giving the electoral advantage of incumbency to a person who has been appointed solely to fill out the remaining months of another’s term

The Grand Jury concluded that these practices, while legal under present election codes, are not conducive to the best interest of the public or the interest of the special districts themselves. (FA-01, FA-03)

C-02. The Grand Jury concluded that the absence of publicly available reserve policies and practices does not serve the public interest. (FA-04, FA-08)

C-03. The Grand Jury concluded the independent special districts should better articulate the need for and the size of their reserves by adopting explicit

policies for reserve funds. These policies should be readily available for public review. (FA-04, FA-08)

- C-04.** The Grand Jury concluded that the absence of websites or the lack of public information on existing websites defining the policies, practices, and missions of independent special districts is not in the public interest nor does it promote public accountability. (FA-01, FA-02, FA-04, FA-05)

Recommendations

- R-01.** The Grand Jury recommends all independent special districts in the County reach out and communicate with the public on opportunities to serve on boards. Elections should be broadly publicized, along with a description of the nature and mission of the districts. (C-01, C-04)
- R-02.** The Grand Jury recommends independent special district boards discontinue the practice of appointing new board members a few months prior to a public election, giving incumbent status to a virtually new board member. (C-01)
- R-03.** The Grand Jury recommends that all independent special districts have a published policy for reserve funds, including the size and purpose of reserves and how they are invested. These policies should be readily available for public review. (C-02, C-03, C-04)
- R-04.** The Grand Jury recommends every independent special district in the County have a website.

Key components should include:

- Name, location, contact information, and services provided
- Governance structure of the district, including election information and the process for constituents to run for board positions
- Compensation details including staff salaries, pensions, and benefits, or a link to this information on the State Controller’s website
- Annual revenues and the sources of such revenues, including fees, property taxes and other assessments, bond debt, expenditures, and reserve amounts
- Reserve fund policy
- Geographic area served
- Most recent Municipal Service Review, and the most recent annual financial report provided to the State Controller or a link to this information on the State Controller’s website
- Link to LAFCO

(C-02, C-03)

Responses

Responses Required From:

Ojai Water Conservation District (C-01, C-04, R-01, R-02, R-03, R-04)
 Oxnard Drainage District No. 1 (C-01, C-04, R-01, R-02, R-03, R-04)
 Oxnard Drainage District No. 2 (C-01, C-04, R-01, R-02, R-03, R-04)
 Pleasant Valley County Water District (C-01, C-04, R-01, R-02, R-03, R-04)
 Saticoy Sanitary District (C-01, C-04, R-01, R-02, R-03, R-04)
 Bardsdale Cemetery District (C-01, R-04)
 Rancho Simi Cemetery District (C-01, R-04)
 Fox Canyon Groundwater Management Agency (C-01, R-04)
 Piru Public Cemetery District (C-01, R-04)
 Ventura Port District (C-01, R-04)
 Hidden Valley Municipal Water District (C-02, C-03, R-04)
 Montalvo Community Services District (C-02, C-03, R-04)
 Camrosa Water District (C-02, C-03, R-04)
 Meiners Oaks Water District (C-02, C-03, R-04)
 Triunfo County Sanitation District (C-02, C-03, R-04)
 Fillmore-Piru Memorial District (C-02, C-03, R-04)
 Rancho Simi Recreation and Park District (C-02, C-03, R-04)
 Blanchard/Santa Paula Library District (C-02, C-03, R-04)
 Bell Canyon Community Services District (C-02, C-03, R-04)
 Camarillo Health Care District (C-02, C-03, R-04)
 Conejo Recreation & Park District (C-02, C-03, R-04)
 United Water Conservation District (C-02, C-03, R-04)
 Pleasant Valley Recreation and Park District (C-02, C-03, R-04)
 Channel Islands Beach Community Services District (C-02, C-03, R-04)
 Calleguas Municipal Water District (C-02, C-03, R-04)
 Casitas Municipal Water District (C-02, C-03, R-04)
 Ojai Valley Sanitary District (C-02, C-03, R-04)

Requested From:

Ventura Local Agency Formation Commission
 (C-01, C-02, C-03, C-04, R-01, R-02, R-03, R-04)

References

- Ref-01.** Little Hoover Commission, Special Districts: Relics of the Past or Resources for the Future?, May 2000.pg.i.
<http://www.lhc.ca.gov/report/special-districts-relics-past-or-resources-future>
 Accessed April 12, 2018
- Ref-02.** California State Controller’s Office, Counties Financial Data.,
https://counties.bythenumbers.sco.ca.gov/#!/year/2016/revenue/0/entity_name?vis=barChart

Accessed April 11, 2018

- Ref-03.** California State Controller’s Office, Counties Financial Data,
https://counties.bythenumbers.sco.ca.gov/#!/year/2016/operating/0/entity_name?vis=barChart

Accessed April 11, 2018

- Ref-04.** Little Hoover Commission, Special Districts: Improving Oversight and Transparency, Report pg.5,#239,August 2017
http://www.lhc.ca.gov/sites/lhc.ca.gov/files/Reports/239/Report_239.pdf

Accessed April 11, 2018

- Ref-05.** 1998-1999 Ventura County Grand Jury, Special Districts: Final Report:
<https://www.ventura.org/grand-jury/>

Accessed April 11, 2018

- Ref-06.** Ventura Local Area Formation Commission Website,
<http://www.ventura.lafco.ca.gov>

Accessed April 11, 2018

- Ref-07.** Jason Quinlin, Ventura County Election Division, October 18, 2017.
<http://www.lhc.ca.gov/sites/lhc.ca.gov/files/Reports/239/Report>

Accessed April 11, 2018

- Ref-08.** Pedro Nava, Letter from the Chair, Little Hoover Commission,
<http://www.lhc.ca.gov/sites/lhc.ca.gov/files/Reports/239/Report.pdf>

Accessed April 11, 2018

- Ref-09.** “Guidelines for Reserves for Special Districts”, 2nd. Edition, California Special District Association <https://www.csda.net/home>

Accessed April 11, 2018

Attachments

- Att-01.** California State Controller’s Chart of Ventura County Special District Revenues by Special District

- Att-02.** State Controller’s Office Data, Special Districts Financial Transactions Report: Fiscal Year 2013-14 Ventura County List of Independent Special Districts

Glossary

TERM

DEFINITION

Commission

Little Hoover Commission

County

Ventura County

Grand Jury

2017-2018 Ventura Grand Jury

LAFCO

Local Area Formation Commission

State

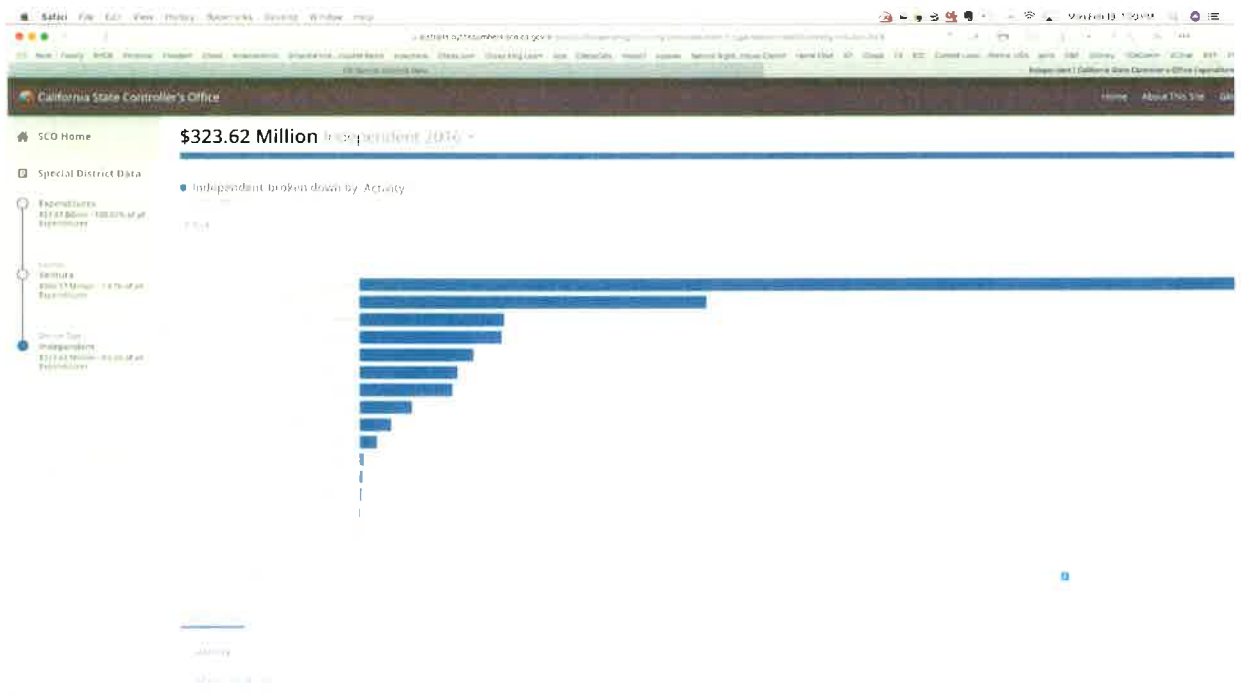
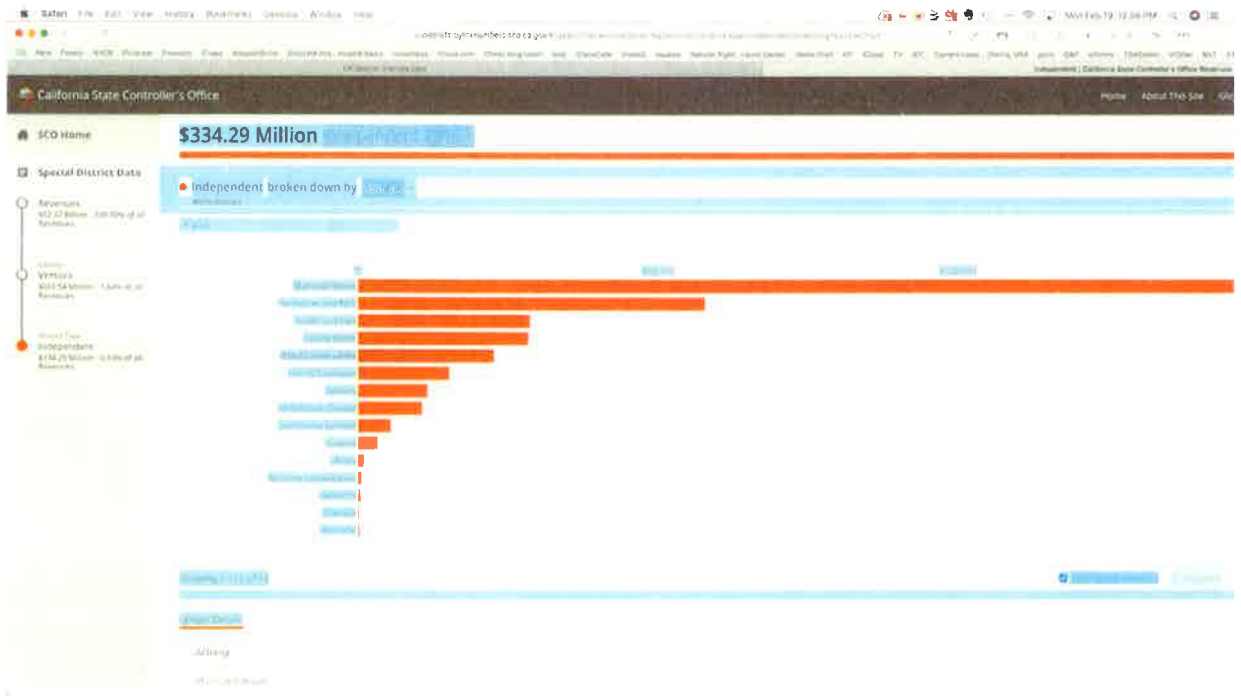
State of California

Ventura

City of San Buenaventura

Attachment 01

**California State Controller’s Chart of Ventura
County Special District Revenues by Special District**



Independent Special Districts

Attachment 02

**State Controller's Office Data
Special Districts Financial Transactions Report
Fiscal Year 2013-14
Ventura County List of Independent Special Districts**

SCO_LAFCO FY 2014 Page 74 of 77 07/29/15 California State Controller's Office List includes only independent special districts

- Ventura Bardsdale Cemetery District Cemetery - 178,310 2,829
- Ventura Beach Erosion Authority For Clean Oceans and Nourishment Resource Conservation - 103,516 103,208
- Ventura Bell Canyon Community Services District Waste Disposal Enterprise - 464,992 - 4,043
- Ventura Black Gold Cooperative Library System Library Services - 1,356,114 -
- Ventura Blanchard/Santa Paula Public Library District Library Services - 929,989 119,150
- Ventura Calleguas Municipal Water District Water Enterprise 147,829,496 7,895,811 - 288,173
- Ventura Camrosa Water District Waste Disposal Enterprise 3,140,580 47,319 -
- Ventura Camrosa Water District Water Enterprise 15,709,479 1,492,882 - 4,405
- Ventura Casitas Municipal Water Water Enterprise 14,923,271 3,100,620 - 76,841
- Ventura Channel Islands Beach Community Services District Waste Disposal Enterprise 2,361,577 9,223 -
- Ventura Channel Islands Beach Community Services District Water Enterprise 1,689,332 61,632 -
- Ventura Coastal Schools Employee Benefits Organization Self Insurance - - 44,458,554 -
- Ventura Conejo Recreation and Park District Recreation and Park - - 22,706,394 3,049,907
- Ventura Conejo Valley Open Space Conservation Agency Resource Conservation - - 1,268,900 1,188,474
- Ventura El Rancho Simi Cemetery District Cemetery - 145,921 544
- Ventura Fillmore-Piru Memorial District Memorial - - 201,247 178
- Ventura Fox Canyon Groundwater Management Agency Water Enterprise - 1,304,731 -
- Ventura Gold Coast Transit Transit Enterprise 18,531,482 - 14,557,083
- Ventura Hidden Valley Municipal Water District Water Enterprise - 8,115 -
- Ventura Meiners Oaks County Water District Water Enterprise 1,294,909 130,556 - 1,074
- Ventura Montalvo Community Services District Waste Disposal Enterprise 397,066 276,058 - 2,376
- Ventura Ojai Basin Groundwater Management Agency Water Enterprise 86,045 567 -
- Ventura Ojai Valley Sanitary District (Ventura) Waste Disposal Enterprise 8,261,529 935,280 - 5,170
- Ventura Ojai Water Conservation District Flood Control and Water Conservation - 8,013 70
- Ventura Oxnard Drainage District No. 1 (Ventura) Drainage and Drainage Maintenance - 48,241 -
- Ventura Oxnard Drainage District No. 2 (Ventura) Drainage and Drainage Maintenance - 163,234 -
- Ventura Oxnard Harbor District Harbor and Port Enterprise 14,045,832 248,034 -
- Ventura Piru Cemetery District Cemetery - 44,491 423
- Ventura Pleasant Valley County Water District Water Enterprise 3,610,070 409,349 - 24,875
- Ventura Pleasant Valley Recreation and Park District Recreation and Park - 7,921,243 153,761
- Ventura Port Hueneme Water Agency Water Enterprise 4,480,306 48,197 -
- Ventura Rancho Simi Recreation and Park District Recreation and Park - 21,109,995 1,332,246
- Ventura Saticoy Sanitary District (Ventura) Waste Disposal Enterprise 403,743 42,638 - 320
- Ventura Teen Center Services Authority Recreation and Park - 204,298 -
- Ventura Triunfo County Sanitation District (Ventura) Waste Disposal Enterprise 9,669,902 26,272 -
- Ventura Triunfo County Sanitation District (Ventura) Water Enterprise 6,592,267 153,881 -
- Ventura United Water Conservation District Flood Control and Water Conservation - 14,691,843 197,963
- Ventura United Water Conservation District Recreation and Park -- 109,068 -
- Ventura United Water Conservation District Water Enterprise 8,105,955 1,502,683 -
- Ventura Ventura County Air Pollution Control Air Pollution Control - 11,336,081 8,033,315
- Ventura Ventura County Fast Action School Transit (VCFast) Governmental Services - 114,876 114,724
- Ventura Ventura County Regional Energy Alliance (VCREA) Governmental Services - 221,994 -
- Ventura Ventura County Resource Conservation Resource Conservation - 654,147 636,162
- Ventura Ventura County Schools Business Services Governmental Services - 1,021,705 -
- Ventura Ventura County Schools Self-Funding Authority Self Insurance - 24,367,649 -
- Ventura Ventura County Transportation Commission Transit Enterprise 9,117,919 - 6,843,264
- Ventura Ventura Port District Harbor and Port Enterprise 7,144,257 3,021,873 - 1,949,287
- Ventura Ventura Region Sanitation District Waste Disposal Enterprise 20,033,901 473,154 -
- Ventura Ventura River County Water District Water Enterprise 2,088,552 35,136 - 272



VENTURA LOCAL AGENCY FORMATION COMMISSION

STAFF REPORT

Meeting Date: July 18, 2018

TO: LAFCo Commissioners
FROM: Kai Luoma, Executive Officer
SUBJECT: Legislative Update

RECOMMENDATION:

Receive and file the legislative update.

DISCUSSION:

The latest CALAFCO Daily Legislative Report is provided as Attachment 1. The Report is also available to CALAFCO members on the CALAFCO website (you must first log in) under the "Legislation" tab by clicking the "CapitolTrack" link.

Attachment:

1. CALAFCO Daily Legislative Report

COMMISSIONERS AND STAFF

COUNTY	CITY	DISTRICT	PUBLIC
Linda Parks, Chair	Janice Parvin	Elaine Freeman	David J. Ross, Vice Chair
John Zaragoza	Carmen Ramirez	Mary Anne Rooney	
<i>Alternate</i>	<i>Alternate</i>	<i>Alternate</i>	<i>Alternate</i>
Steve Bennett	Claudia Bill-de la Peña	Andy Waters	Pat Richards
Executive Officer	Analyst	Office Manager/Clerk	Legal Counsel
Kai Luoma, AICP	Andrea Ozdy	Richelle Beltran	Michael Walker

**CALAFCO Daily Legislative Report
as of Tuesday, July 10, 2018**

1

[AB 2050](#) (Caballero D) Small System Water Authority Act of 2018.

Current Text: Amended: 6/11/2018 [html](#) [pdf](#)

Introduced: 2/6/2018

Last Amended: 6/11/2018

Status: 6/28/2018-From committee: Do pass and re-refer to Com. on APPR. (Ayes 7. Noes 0.) (June 27). Re-referred to Com. on APPR.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Calendar:

8/6/2018 10 a.m. - John L. Burton Hearing Room (4203) SENATE APPROPRIATIONS, PORTANTINO, Chair

Summary:

This bill would create the Small System Water Authority Act of 2018 and state legislative findings and declarations relating to authorizing the creation of small system water authorities that will have powers to absorb, improve, and competently operate noncompliant public water systems. The bill, no later than March 1, 2019, would require the state board to provide written notice to cure to all public agencies, private water companies, or mutual water companies that operate a public water system that has either less than 3,000 service connections or that serves less than 10,000 people, and are not in compliance with one or more state or federal primary drinking water standard maximum contaminant levels as of December 31, 2018, and for 4 consecutive quarters, as specified.

Position: Support

Subject: LAFCo Administration, Municipal Services, Water

CALAFCO Comments: This bill is sponsored by Eastern Municipal Water District and the CA Municipal Utilities Assoc. The intent is to give the State Water Resources Control Board (SWRCB) authority to mandate the dissolution of existing drinking water systems (public, mutual and private) and authorize the formation of a new public water authority. The focus is on non contiguous systems. The SWRCB already has the authority to mandate consolidation of these systems, this will add the authority to mandate dissolution and formation of a new public agency.

LAFCo will be responsible for dissolving any state mandated public agency dissolution, and the formation of the new water authority. The SWRCB's appointed Administrator will act as the applicant on behalf of the state. LAFCo will have ability to approve with modifications the application, and the new agency will have to report to the LAFCo annually for the first 3 years.

CALAFCO continues to work with the author and sponsor on additional amendments including giving the authority to levy fines to the SWRCB (rather than the LAFCo); and ensuring codification of the appropriate protest process.

[AB 2238](#) (Aguiar-Curry D) Local agency formation: regional housing need allocation: fire hazards: local health emergencies: hazardous and medical waste.

Current Text: Amended: 6/12/2018 [html](#) [pdf](#)

Introduced: 2/13/2018

Last Amended: 6/12/2018

Status: 6/20/2018-From committee: Do pass and re-refer to Com. on APPR. with recommendation: To Consent Calendar. (Ayes 7. Noes 0.) (June 20). Re-referred to Com. on APPR.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Calendar:

8/6/2018 10 a.m. - John L. Burton Hearing Room (4203) SENATE APPROPRIATIONS, PORTANTINO, Chair

Summary:

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 provides the authority and procedures for the initiation, conduct, and completion of changes of organization and reorganization of cities and districts. The act specifies the factors that a local agency formation commission is required to consider in the review of a proposal for a change of organization or reorganization, including, among other things, per capita assessed valuation and the proposal's consistency with city or county general and specific plans This bill would require the commission to consider the assessed valuation rather than per capita assessed valuation.

Attachments:

[CALAFCO Support Letter May 2018](#)

Position: Support

Subject: Climate Change, Growth Management

CALAFCO Comments: This bill seeks to add another factor for LAFCo consideration in the review of a proposal. That factor is information contained in a local hazard mitigation plan, information contained in a safety element of a general plan, and any maps that identify land as a very high fire hazard zone pursuant to Section 51178 or maps that identify land determined to be in a state responsibility area pursuant to Section 4102 of the Public Resources Code, if it is determined that such information is relevant to the area that is the subject of the proposal.

The bill also adds two non-LAFCo-related sections pertaining to the update of a housing element.

This bill is in response to the rash of wildfires throughout the state over the past several years and the ongoing threat of same as a result of climate change.

[AB 2258](#) (Caballero D) Local agency formation commissions: grant program.

Current Text: Amended: 7/2/2018 [html](#) [pdf](#)

Introduced: 2/13/2018

Last Amended: 7/2/2018

Status: 7/2/2018-Read second time and amended. Re-referred to Com. on APPR.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Calendar:

8/6/2018 10 a.m. - John L. Burton Hearing Room (4203) SENATE APPROPRIATIONS, PORTANTINO, Chair

Summary:

Current law establishes the Strategic Growth Council in state government and assigns to the council certain duties, including providing, funding, and distributing data and information to local governments and regional agencies that will assist in the development and planning of sustainable communities. This bill would require the Strategic Growth Council, until January 1, 2024, to establish and administer a local agency formation commissions grant program for the payment of costs associated with initiating and completing the dissolution of districts listed as inactive, the payment of costs associated with a study of the services provided within a county by a public agency, and for other

specified purposes, including the initiation of an action, based on determinations found in the study, as approved by the commission.

Attachments:

[CALAFCO Support March 2018](#)

[CALAFCO Support March 2018](#)

Position: Sponsor

Subject: Other

CALAFCO Comments: This is a CALAFCO sponsored bill following up on the recommendation of the Little Hoover Commission report of 2017 for the Legislature to provide LAFCo one-time grant funding for in-depth studies of potential reorganization of local service providers. CALAFCO is working with the Strategic Growth Council (SGC) who has agreed to administer the grant program. Grant funds will be used specifically for conducting special studies to identify and support opportunities to create greater efficiencies in the provision of municipal services; to potentially initiate actions based on those studies that remove or reduce local costs thus incentivizing local agencies to work with the LAFCo in developing and implementing reorganization plans; and the dissolution of inactive districts (pursuant to SB 448, Wieckowski, 2017). The grant program would sunset on December 31, 2023.

The bill also changes the protest threshold for LAFCo initiated actions, solely for the purposes of actions funded pursuant to this new section. It allows LAFCo to order the dissolution of a district (outside of the ones identified by the SCO) pursuant to a majority protest (mirroring existing language in Government Code Section 57077.1.c). For all other changes of organization or reorganization pursuant to this section, the threshold would be 25% rather than 10%, in accordance with Government Code Section 57075.

Amendments taken in Senate Governance & Finance and Natural Resources & Water will narrow the scope of the bill to focus on service providers serving disadvantaged communities; will require LAFCo pay back grant funds in their entirety if the study is not completed within two years; and require the SGC to give preference to LAFCOs whose decisions have been aligned with the goals of sustainable communities strategies.

Other amendments pending are clarifying the language in section (4) regarding inactive districts and changing the protest thresholds to mirror elections code 11221 so that they are a sliding scale.

[AB 2600](#) (Flora R) Regional park and open space districts.

Current Text: Amended: 6/26/2018 [html](#) [pdf](#)

Introduced: 2/15/2018

Last Amended: 6/26/2018

Status: 7/5/2018-Read third time. Passed. Ordered to the Assembly. In Assembly. Concurrence in Senate amendments pending. May be considered on or after August 3 pursuant to Assembly Rule 77.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary:

Current law authorizes proceedings for the formation of a regional park, park and open-space, or open-space district to be initiated pursuant to a petition signed by at least 5,000 electors residing within the proposed district territory and presented to the county board of supervisors, as specified. Existing law also authorizes proceedings for district formation in specified counties to be initiated by resolution of the county board of supervisors adopted after a noticed hearing, and specifies the contents of the resolution. This bill would, in lieu of the petition described above, authorize the formation of a district by the adoption of a resolution of application by the legislative body of any county or city that contains the territory proposed to be included in the district.

Attachments:

[CALAFCO Support March 2018](#)

Position: Support

CALAFCO Comments: This bill would expand the process of initiating the formation of a regional pack and open space district by adding that a local governing body may adopt a resolution proposing to form a new district. This would be in lieu of having a 5,000 signature petition. The LAFCo process remains intact.

The intent of this bill is to create an easier way to proposed the formation of these types of districts, thereby removing the need for special legislation to do so. The bill is author-sponsored.

[AB 3254](#) (Committee on Local Government) Local government organization: omnibus.

Current Text: Chaptered: 7/9/2018 [html](#) [pdf](#)

Introduced: 3/14/2018

Last Amended: 5/17/2018

Status: 7/9/2018-Chaptered by Secretary of State- Chapter 86, Statutes of 2018

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary:

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (the Act) provides the authority and procedure for the initiation, conduct, and completion of changes of organization, reorganization, and sphere of influence changes for cities and districts, as specified. Current law defines various terms for purposes of that Act, including the terms “affected territory” and “inhabited territory.” This bill would revise those definitions to include territory that is to receive extended services from a local agency, and additionally define the term “uninhabited territory” for purposes of the Act.

Attachments:

[Request Governor Signature June 2018](#)

[CALAFCO Support](#)

Position: Sponsor

CALAFCO Comments: This is the annual Assembly Local Government Committee Omnibus bill, sponsored by CALAFCO. Amendments are pending to add several items.

[SB 1215](#) (Hertzberg D) Provision of sewer service: disadvantaged communities.

Current Text: Amended: 7/2/2018 [html](#) [pdf](#)

Introduced: 2/15/2018

Last Amended: 7/2/2018

Status: 7/2/2018-Read second time and amended. Re-referred to Com. on APPR.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary:

The Porter-Cologne Water Quality Control Act requires each California regional water quality control board to adopt water quality control plans and to establish water quality objectives in those plans, considering certain factors, to ensure the reasonable protection of beneficial uses and the prevention of nuisance. This bill would authorize the regional board to order the provision of sewer service by a special district, city, or county to a disadvantaged community, as defined, under specified circumstances. By authorizing the regional board to require a special district, city, or county to provide sewer service, this bill would impose a state-mandated local program.

Position: Watch With Concerns

Subject: Disadvantaged Communities, Water

CALAFCO Comments: As amended, this bill authorizes the State Water Resources Control Board (SWRCB) to mandate extension of service or consolidation of wastewater systems - both public and private, under certain circumstances. The process mirrors the process set forth in SB 88 giving the SWRCB authority to mandate the same for drinking water systems.

The current version includes a number of amendments that address previous CALAFCO concerns. However, there is an outstanding issue of annexing territory to which services were extended into a city. (The bill does now call for a mandatory annexation into a district should the services be extended by them.)

SB 1496 (Committee on Governance and Finance) Validations.

Current Text: Chaptered: 6/1/2018 [html](#) [pdf](#)

Introduced: 3/1/2018

Status: 6/1/2018-Approved by the Governor. Chaptered by Secretary of State. Chapter 23, Statutes of 2018.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary:

This bill would enact the Second Validating Act of 2018, which would validate the organization, boundaries, acts, proceedings, and bonds of the state and counties, cities, and specified districts, agencies, and entities.

Attachments:

[CALAFCO Support March 2018](#)

Position: Support

SB 1497 (Committee on Governance and Finance) Validations.

Current Text: Chaptered: 6/1/2018 [html](#) [pdf](#)

Introduced: 3/1/2018

Status: 6/1/2018-Approved by the Governor. Chaptered by Secretary of State. Chapter 24, Statutes of 2018.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary:

This bill would enact the First Validating Act of 2018, which would validate the organization, boundaries, acts, proceedings, and bonds of the state and counties, cities, and specified districts, agencies, and entities. This bill contains other related provisions.

Attachments:

[CALAFCO Support March 2018](#)

Position: Support

Subject: LAFCo Administration

SB 1499 (Committee on Governance and Finance) Validations.

Current Text: Chaptered: 6/1/2018 [html](#) [pdf](#)

Introduced: 3/1/2018

Status: 6/1/2018-Approved by the Governor. Chaptered by Secretary of State. Chapter 25, Statutes of 2018.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor		Enrolled	Vetoed	Chaptered
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1st House	2nd House	Conf. Conc.			
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Summary:

This bill would enact the Third Validating Act of 2018, which would validate the organization, boundaries, acts, proceedings, and bonds of the state and counties, cities, and specified districts, agencies, and entities.

Attachments:

[CALAFCO Support March 2018](#)

Position: Support

Subject: LAFCo Administration

2

[AB 2268](#) (Reyes D) Local government finance: property tax revenue allocations: vehicle license fee adjustments.

Current Text: Amended: 4/16/2018 [html](#) [pdf](#)

Introduced: 2/13/2018

Last Amended: 4/16/2018

Status: 5/25/2018-Failed Deadline pursuant to Rule 61(b)(8). (Last location was A. APPR. SUSPENSE FILE on 5/2/2018)

Desk	Policy	Dead	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary:

for the 2018–19 fiscal year, would require the vehicle license fee adjustment amount to be the sum of the vehicle license fee adjustment amount in the 2017–18 fiscal year, the product of that sum and the percentage change in gross taxable assessed valuation within the jurisdiction of that entity between the 2017–18 fiscal year to the 2018–19 fiscal year, and the product of the amount of specified motor vehicle license fee revenues that the Controller allocated to the applicable city in July 2010 and 1.17.

Attachments:

[CALAFCO Support Letter May 2018](#)

Position: Support

Subject: Tax Allocation

CALAFCO Comments: Sponsored by the League, this bill will reinstate ERAF funding for inhabited annexations.

[AB 2491](#) (Cooley D) Local government finance: vehicle license fee adjustment amounts.

Current Text: Amended: 4/2/2018 [html](#) [pdf](#)

Introduced: 2/14/2018

Last Amended: 4/2/2018

Status: 5/25/2018-Failed Deadline pursuant to Rule 61(b)(8). (Last location was A. APPR. SUSPENSE FILE on 4/25/2018)

Desk	Policy	Dead	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary:

Would establish a separate vehicle license fee adjustment amount for a city incorporating after January 1, 2012, including an additional separate vehicle license fee adjustment amount for the first fiscal year of incorporation and for the next 4 fiscal years thereafter. This bill contains other related provisions and other existing laws.

Attachments:

[CALAFCO Support March 2018](#)

Position: Support

Subject: Tax Allocation

CALAFCO Comments: Sponsored by the League, this bill will reinstate ERAF funding for cities incorporating after 2017.

[AB 2501](#) (Chu D) Drinking water: consolidation and extension of service.

Current Text: Amended: 6/27/2018 [html](#) [pdf](#)

Introduced: 2/14/2018

Last Amended: 6/27/2018

Status: 6/27/2018-Read second time and amended. Re-referred to Com. on APPR.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Calendar:

8/6/2018 10 a.m. - John L. Burton Hearing Room (4203) SENATE APPROPRIATIONS, PORTANTINO, Chair

Summary:

The California Safe Drinking Water Act authorizes the State Water Resources Control Board to order extension of service to an area within a disadvantaged community that does not have access to an adequate supply of safe drinking water so long as the extension of service is an interim extension of service in preparation of consolidation. The act defines "disadvantaged community" for these purposes to mean a disadvantaged community that is in an unincorporated area, is in a mobilehome park, or is served by a mutual water company or small public water system. This bill would redefine "disadvantaged community" for these purposes to also include a disadvantaged community that is served by a state small water system or domestic well.

Position: Watch With Concerns

Subject: Disadvantaged Communities, Water

3

[AB 1577](#) (Gipson D) California Safe Drinking Water Act: Sativa-Los Angeles County Water District.

Current Text: Amended: 6/27/2018 [html](#) [pdf](#)

Introduced: 2/17/2017

Last Amended: 6/27/2018

Status: 6/27/2018-Read second time and amended. Re-referred to Com. on APPR.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Calendar:

8/6/2018 10 a.m. - John L. Burton Hearing Room (4203) SENATE APPROPRIATIONS, PORTANTINO, Chair

Summary:

The California Safe Drinking Water Act provides for the operation of public water systems and imposes on the State Water Resources Control Board various responsibilities and duties. The act authorizes the state board to order consolidation with a receiving water system where a public water system or a state small water system, serving a disadvantaged community, consistently fails to provide an adequate supply of safe drinking water. This bill would authorize the state board to order a designated public water system to accept managerial and administrative services without first making a finding that consolidation or extension of service is not appropriate or not technically and economically feasible if the state board finds that an emergency circumstance exists to warrant immediate action to protect the public health.

Attachments:

[CALAFCO Support Letter June 2018](#)

Position: Support

Subject: Disincorporation/dissolution, Water

[AB 1889](#) (Caballero D) Santa Clara Valley Water District.

Current Text: Amended: 7/3/2018 [html](#) [pdf](#)

Introduced: 1/18/2018

Last Amended: 7/3/2018

Status: 7/3/2018-Read second time and amended. Ordered to third reading.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary:

The Santa Clara Valley Water District Act authorizes the district to impose special taxes at minimum rates according to land use category and size. The district act authorizes the district to provide an exemption from these taxes for residential parcels owned and occupied by one or more taxpayers who are at least 65 years of age, or who qualify as totally disabled, if the household income is less than an amount approved by the voters of the district. This bill would authorize the district to require a taxpayer seeking an exemption from these special taxes to verify his or her age, disability status, or household income, as prescribed.

Position: Watch

[AB 2019](#) (Aguiar-Curry D) Health care districts.

Current Text: Amended: 6/25/2018 [html](#) [pdf](#)

Introduced: 2/5/2018

Last Amended: 6/25/2018

Status: 6/25/2018-From committee chair, with author's amendments: Amend, and re-refer to committee. Read second time, amended, and re-referred to Com. on APPR.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Calendar:

8/6/2018 10 a.m. - John L. Burton Hearing Room (4203) SENATE APPROPRIATIONS, PORTANTINO, Chair

Summary:

The Local Health Care District Law provides for local health care districts that govern certain health care facilities. Each health care district has a board of directors with specific duties and powers respecting the creation,

administration, and maintenance of the district. Current law requires the board of directors to establish and maintain an Internet Web site that may include specified information, such as a list of current board members and recipients of grant funding or assistance provided by the district, if any, and to adopt annual policies for providing assistance or grant funding, as specified. This bill would require the board of directors to include specified information, such as the district's policy for providing assistance or grant funding, on the district's Internet Web site.

Position: Watch

CALAFCO Comments: This bill places a number of statutory requirements on healthcare districts (HCDs). One provision that directly affects LAFCo is the HCDs will be required to notify their respective LAFCo when they file for bankruptcy.

[AB 2179](#) ([Gipson D](#)) **Municipal corporations: public utility service: water and sewer service.**

Current Text: Introduced: 2/12/2018 [html](#) [pdf](#)

Introduced: 2/12/2018

Status: 7/2/2018-Read second time. Ordered to third reading.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary:

Would authorize a municipal corporation to utilize the alternative procedures to lease, sell, or transfer that portion of a municipal utility used for furnishing sewer service outside the boundaries of the municipal corporation.

Position: Watch

Subject: Municipal Services

[AB 2262](#) ([Wood D](#)) **Coast Life Support District Act: urgent medical care services.**

Current Text: Amended: 4/16/2018 [html](#) [pdf](#)

Introduced: 2/13/2018

Last Amended: 4/16/2018

Status: 7/2/2018-Read second time. Ordered to Consent Calendar. From Consent Calendar. Ordered to third reading.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary:

Current law, the Coast Life Support District Act, establishes the Coast Life Support District and specifies the powers of the district. The district is authorized, among other things, to supply the inhabitants of the district emergency medical services, as specified. This bill would additionally authorize the district to provide urgent medical care services.

Attachments:

[CALAFCO Oppose Unless Amended](#)

[CALAFCO Support as amended](#)

Position: Support

Subject: LAFCo Administration, Special District Powers

CALAFCO Comments: This is a single district bill in which the district is seeking to add the power of providing urgent care (actually to codify powers they have been performing for a number of years). As amended, the bill cleans up the outdated reference to the Act and adds a provision requiring the district to seek LAFCo approval to activate the new power. As a result of these amendments, CALAFCO has removed our opposition and now supports the bill.

[AB 2339](#) ([Gipson D](#)) Water utility service: sale of water utility property by a city.

Current Text: Amended: 7/5/2018 [html](#) [pdf](#)

Introduced: 2/13/2018

Last Amended: 7/5/2018

Status: 7/5/2018-Read second time and amended. Ordered to third reading. Re-referred to Com. on APPR.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Calendar:

8/6/2018 10 a.m. - John L. Burton Hearing Room (4203) SENATE APPROPRIATIONS, PORTANTINO, Chair

Summary:

This bill would authorize the City of El Monte, the City of Montebello, and the City of Willows, until January 1, 2022, to sell its public utility for furnishing water service for the purpose of consolidating its public water system with another public water system pursuant to the specified procedures, only if the potentially subsumed water system is wholly within the boundaries of the city, if the city determines that it is uneconomical and not in the public interest to own and operate the public utility, and if certain requirements are met. The bill would prohibit the city from selling the public utility for one year if 50% of interested persons, as defined, protest the sale. This bill contains other related provisions.

Position: Watch

Subject: Water

[SB 522](#) ([Glazer D](#)) West Contra Costa Healthcare District.

Current Text: Enrolled: 7/9/2018 [html](#) [pdf](#)

Introduced: 2/16/2017

Last Amended: 1/3/2018

Status: 7/5/2018-Read third time. Passed. Ordered to the Senate. In Senate. Ordered to engrossing and enrolling.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary:

Current law provides for the formation of local health care districts and specifies district powers. Under existing law, the elective officers of a local health care district consist of a board of hospital directors consisting of 5 members, each of whom is required to be a registered voter residing in the district and whose term shall be 4 years, except as specified. This bill would dissolve the existing elected board of directors of the West Contra Costa Healthcare District, effective January 1, 2019, and would require the Board of Supervisors of the County of Contra Costa, at its election, to either serve as the district board or appoint a district board, as specified.

Position: Watch

Subject: Special Districts Governance

[SB 561](#) ([Gaines R](#)) Fallen Leaf Lake Community Services District: State audit.

Current Text: Amended: 6/26/2018 [html](#) [pdf](#)

Introduced: 2/17/2017

Last Amended: 6/26/2018

Status: 6/28/2018-Re-referred to Com. on APPR. pursuant to Assembly Rule 96.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary:

Current law requires the county auditor to either perform an audit, or contract with a certified public accountant or public accountant to perform an audit, of the accounts and records of every special district within the county, as specified. Current law authorizes a special district, by unanimous request of its governing board and unanimous approval by the board of supervisors, to replace the annual audit with an audit over a longer period of time or with a financial review, as specified. This bill would require, by August 1, 2019, the California State Auditor to complete an audit of the Fallen Leaf Lake Community Services District that includes, among other things, an analysis of the district's financial condition and ongoing financial viability.

Position: Watch

Subject: Special Districts Governance

[SB 623](#) ([Monning](#) D) Water quality: Safe and Affordable Drinking Water Fund.

Current Text: Amended: 8/21/2017 [html](#) [pdf](#)

Introduced: 2/17/2017

Last Amended: 8/21/2017

Status: 9/1/2017-From committee: Without recommendation. (Ayes 11. Noes 0.) (September 1) Re-referred to Com. on RLS.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary:

Would establish the Safe and Affordable Drinking Water Fund in the State Treasury and would provide that moneys in the fund are continuously appropriated to the State Water Resources Control Board. The bill would require the board to administer the fund to secure access to safe drinking water for all Californians, while also ensuring the long-term sustainability of drinking water service and infrastructure. The bill would authorize the state board to provide for the deposit into the fund of federal contributions, voluntary contributions, gifts, grants, bequests, and settlements from parties responsible for contamination of drinking water supplies.

Position: Watch

Subject: Water

[SB 778](#) ([Hertzberg](#) D) Water systems: consolidations: administrative and managerial services.

Current Text: Amended: 7/13/2017 [html](#) [pdf](#)

Introduced: 2/17/2017

Last Amended: 7/13/2017

Status: 9/1/2017-Failed Deadline pursuant to Rule 61(a)(12). (Last location was APPR. on 8/23/2017)(May be acted upon Jan 2018)

Desk	Policy	Fiscal	Floor	Desk	Policy	2 year	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary:

Would require, on or before March 1, 2018, and regularly thereafter, as specified, the State Water Resources Control Board to track and publish on its Internet Web site an analysis of all voluntary and ordered consolidations of water systems that have occurred on or after July 1, 2014. The bill would require the published information to include the resulting outcomes of the consolidations and whether the consolidations have succeeded or failed in providing an adequate supply of safe drinking water to the communities served by the consolidated water systems.

Position: Watch

Subject: Municipal Services

[SB 929](#) (McGuire D) Special districts: Internet Web sites.

Current Text: Amended: 3/6/2018 [html](#) [pdf](#)

Introduced: 1/25/2018

Last Amended: 3/6/2018

Status: 7/2/2018-From consent calendar on motion of Assembly Member Calderon.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary:

The California Public Records Act requires a local agency to make public records available for inspection and allows a local agency to comply by posting the record on its Internet Web site and directing a member of the public to the Web site, as specified. This bill would, beginning on January 1, 2020, require every independent special district to maintain an Internet Web site that clearly lists contact information for the special district, except as provided. Because this bill would require local agencies to provide a new service, the bill would impose a state-mandated local program.

Attachments:

[CALAFCO Support letter May 2018](#)

Position: Support

[SB 1498](#) (Committee on Governance and Finance) Local Government Omnibus Act of 2018.

Current Text: Amended: 6/19/2018 [html](#) [pdf](#)

Introduced: 3/1/2018

Last Amended: 6/19/2018

Status: 6/28/2018-From committee: Do pass and re-refer to Com. on APPR. with recommendation: To consent calendar. (Ayes 9. Noes 0.) (June 27). Re-referred to Com. on APPR.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary:

Current law sets forth various provisions governing cities that reference various officers and employees. This bill would make these references gender neutral.

Position: Watch

CALAFCO Comments: This is the annual Senate Governance & Finance Committee Omnibus bill.

Total Measures: 24

Total Tracking Forms: 24

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