



AGENDA

Wednesday March 5, 2014

5:30 P.M., Board Chambers, County Administration Center,
700 H Street, Sacramento, California 95814

COMMISSIONERS:

Chair: Mike Singleton
Vice-Chair: Kevin McCarty
Ron Greenwood
Gay Jones
Susan Peters
Christopher Tooker
Jimmie Yee

ALTERNATE COMMISSIONERS:

Mel Turner
Steve Cohn
Paul Green Jr.
Paul Green Jr.
Phil Serna
Vacant
Phil Serna

PUBLIC COMMENT FROM THE FLOOR

The public is encouraged to address the Commission concerning any matter not on the Agenda. Public comments are limited to three minutes. The Commission is prohibited from discussing or taking any action on any item not appearing on the posted Agenda

CONSENT CALENDAR

1. Approve the Meeting Minutes of February 5, 2014
2. Claims dated thru February 28, 2014
3. Monthly Budget Report
4. Legislation Status Report
5. LAFCo Special District Advisory Committee (SDAC) ~ Confirmation of Nominees

BUSINESS ITEMS

6. Municipal Service Review Workplan

QUESTIONS/ANNOUNCEMENTS

7. Executive Officer/Staff/Commission Counsel
8. Commission Chair/Commissioners

SACRAMENTO LOCAL AGENCY FORMATION COMMISSION

SUMMARY OF RULES AND PROCEDURES

AGENDA ITEMS: The Commission may reschedule items on the agenda. The Commission will generally hear uncontested matters first, followed by discussions of contested matters, and staff announcements in that order. Anyone who wishes to address the Commission should obtain a form from either the Commission Clerk or from the table located near the entrance of the hearing chamber.

CONDUCT OF HEARINGS: A contested matter is usually heard as follows: (1) discussion of the staff report and the environmental document; (2) testimony of proponent; (3) testimony of opponent; (4) Public Testimony (5) rebuttal by proponent; (6) provision of additional clarification by staff as required; (7) close of the public hearing; (8) Commission discussion and Commission vote.

ADDRESSING THE COMMISSION: Any person who wishes to address the Commission should submit a speaker's request form at the beginning of the meeting; move to the front of the chambers when an item is called; and, when recognized by the chair, state their name, address and affiliation. Please attempt to make your statements concise and to the point. It is most helpful if you can cite facts to support your contentions. Groups of people with similar viewpoints should appoint a spokesperson to represent their views to the Commission. The Commission appreciates your cooperation in this matter.

PUBLIC COMMENT TIME LIMITS: The Sacramento Local Agency Formation Commission welcomes and encourages participation in its meetings. Rules of the Commission provide for the following limitations of discussion: The Commission will hear public comment prior to the consideration of any item. (1) a principal proponent will be allowed up to a 5-minute statement; (2) other proponents will be allowed up to 3-minute statement; (3) opponents are allowed up to 3-minute statement with the exception of spokespersons for any group who shall be permitted up to 5-minutes; (4) the principal proponent shall have up to a 3-minute rebuttal; (5) staff will provide clarification, as required.

VOTING: A quorum consists of four members of the Commission, including any alternate. No action or recommendation of the Commission is valid unless a majority (4 votes) of the entire membership of the Commission concurs therein.

OFF AGENDA ITEMS: Matters under the jurisdiction of the Commission, and not on the posted agenda, may be addressed by the general public under "Public Comment From the Floor" on the Agenda. The Commission limits testimony on matters not on the agenda to three minutes per person and not more than fifteen minutes for a particular subject. The Commission cannot take action on any unscheduled items.

SPECIAL NEEDS: Meeting facilities are accessible to persons with disabilities. Requests for assistive listening devices or other considerations should be made 48 hours in advance through the Commission Clerk at (916)874-6458.

AB 745 DISCLOSURES: The Political Reform Act requires all interested parties to disclose contributions and expenditures for "political purposes" related to proposals for changes of organization or reorganization (annexations, incorporations, etc.) as well as contributions and expenditures in connection with Conducting Authority protest proceedings. Such contributions and expenditures must be reported to LAFCo's Executive Officer to the same extent, and subject to the same requirements, as local initiative measures under the Political Reform Act. Additional information regarding these requirements can be found on LAFCo's website at: <http://www.saclafco.org/Forms/index.htm>.

STAFF REPORTS: Staff Reports are available on line at www.SacLAFCo.org or upon request to Diane Thorpe, Commission Clerk at (916)874-6458.

VIDEO BROADCASTS: The meeting is video taped in its entirety and will be cablecast live on Metro Cable channel 14, the government affairs channel on the Comcast, and SureWest Cable Systems and is closed captioned for our hearing impaired viewers. The meeting is webcast live at <http://www.saccounty.net> . The current meeting is broadcast live and will be rebroadcast; check the Metro Cable schedule for dates and times.



MINUTES FOR THE MEETING OF
Wednesday February 5, 2014

The Sacramento Local Agency Formation Commission met the fifth day of February 2014, at 5:30 P.M. in the Board Chambers of the Sacramento County Administration Center, 700 H Street, Sacramento, California 95814.

PRESENT:

Commissioners:

Mike Singleton, Chair
Kevin McCarty, Vice Chair (arrived 5:35)
Ron Greenwood
Gay Jones
Christopher Tooker
Jimmy Yee

Staff:

Peter Brundage, Executive Officer
Donald Lockhart, Assistant Executive Officer
Diane Thorpe, Commission Clerk
Maila Labadie, Commission Counsel

ABSENT:

Susan Peters

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

None

CONSENT CALENDAR

1. Approve the Meeting Minutes of December 4, 2013
 2. Claims dated thru January 30, 2014
 3. Monthly Budget Report
 4. Legislation Status Report
- Motion: To approve the Consent Calendar
Moved: Commissioner Jones
Second: Commissioner Yee
Absent: McCarty
Passed: Unanimous

PRESENTATION

5. Regional Water Authority Overview – John Woodling Executive Director
No Action

PUBLIC HEARINGS

6. McGeary Ranch et al Annexation to Sacramento Regional County Sanitation District (SRCSD) and Sacramento Area Sewer District (SASD) - (APNs: 132-050-011, 025, 061 062, & 068) (LAFC 05-13) [CEQA Exempt]
Motion: To approve the McGeary Ranch et al Reorganization
Moved: Commissioner Tooker
Second: Commissioner Yee
Passed: Unanimous

The meeting adjourned at 6: 30 P.M.

Respectfully submitted,

SACRAMENTO LOCAL AGENCY FORMATION COMMISSION

Diane Thorpe
Commission Clerk

**SACRAMENTO LOCAL AGENCY FORMATION COMMISSION
CLAIMS***

<u>Date Submitted to Auditor</u>	<u>Vendor</u>	<u>Amount</u>
2/18/2014	Alhambra Sierra Springs (Water Supplies)	\$ 25.36
2/18/2014	CALAFCO	\$ 960.00
2/18/2014	Colliers (November Office Lease)	\$ 4,194.24
2/18/2014	Comcast Cable	\$ 88.38
2/18/2014	Daily Journal Corp. (Legal Advertising)	\$ 32.85
2/18/2014	Environmental Planning Partners	\$ 652.50
2/18/2014	First Choice Services	\$ 17.44
2/18/2014	Millern & Owen	\$ 12,698.23
2/18/2014	Murray Smith & Associates	\$ 190.00
2/18/2014	Peter Brundage (Catering reimbursement)	\$ 170.10
2/18/2014	Staples	\$ 46.03
2/27/2014	Toshiba Business Solutions (Copier Lease)	\$ 624.73

TOTAL	\$ 19,699.86
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APPROVED: 3/5/2014


Mike Singleton, Chair
SACRAMENTO LOCAL AGENCY FORMATION COMMISSION

*Not including Journal Voucher and Personnel items.

SACRAMENTO LOCAL AGENCY FORMATION COMMISSION

**1112 I Street, Suite #100
Sacramento, California 95814
(916) 874-6458**

March 5, 2014

TO: Sacramento Local Agency Formation Commission
FROM: Peter Brundage, Executive Officer 
RE: Monthly Budget and Accounting Reports

RECOMMENDATION:

Receive and File Accounting Report Period 7 for FY 2013-14.

DISCUSSION:

The attached budget and accounting report is for Accounting Period 7 for FY 2013-14. These reports summarize monthly expenditures and revenues as well as the Trial Balance for this reporting period.

There are no significant variances to report at this time.



Library : ZSP County of Sacramento Reports
Report group: ZSCB Trial Balance Summary by BA
Report name : ZFP4816B Sum Trial Bal. by BA

Data selected by: 1009726
Data selected on: 02/04/2014 14:28:06

Fiscal year : 2014
Period : 7 January
Business Area: 067A LOCAL AGENCY FORMATI

Balance Sheet Item	Beginning Balance	Period Debits	Period Credits	Ending Balance
* Cash in Treasury	749,635.77	7,507.00	26,865.72-	730,277.05
* Imprest Cash				
* Inventory			361.32-	361.32-
* Due from Other Funds Year				
* Accounts Receivable Year E				
** Total Assets	749,635.77	7,507.00	27,227.04-	729,915.73
* Sales Tax Due	2.50-	0.32		2.18-
* Warrants Payable	2,356.34-	24,588.10	24,294.56-	2,062.80-
* Deposit Stale Warrants	643.48-			643.48-
* Claims Payable		24,425.76	24,425.76-	
* Due to Others				
* Suspense Clearing				
* Payroll Clearing	131.20-	561.80	430.60-	
** Total Liabilities	3,133.52-	49,575.98	49,150.92-	2,708.46-
* Reserve Fund Balance	220,933.00-			220,933.00-
* Fund Balance	121,188.10-			121,188.10-
* Revenues and Other Financi	675,058.90-		7,507.00-	682,565.90-
* Expenditures/Expenses	380,209.07	26,801.98		407,011.05
* Estimated Revenue	854,000.00			854,000.00
* Appropriations	963,531.32-			963,531.32-
* Start of System Clearing				
** Total Equity and Other Acc	746,502.25-	26,801.98	7,507.00-	727,207.27-
*** Total Liabilities & Equity	749,635.77-	76,377.96	56,657.92-	729,915.73-

Date: 02/04/2014
 Time: 14:24:30
 Period: 007
 Year: 2014

Vendor One Time Vendor	Vendor Name	EA	Per	Doc.no.	Pstg date	Reference	Check	Fund Center	Trans. currency	Status
2295	MILLER & OWEN	067A	007	2022465932	01/10/2014		1101767571		16,271.98 USD	closed
2295	MILLER & OWEN	067A	007	1904875096	01/09/2014	29989		4544540	16,271.98- USD	closed
8529	CALIFORNIA SPECIAL DISTRICTS ASSN	067A	007	2022465972	01/10/2014		1101767535		1,005.00 USD	closed
8529	CALIFORNIA SPECIAL DISTRICTS ASSN	067A	007	1904875091	01/09/2014	2014DUES		4544540	1,005.00- USD	closed
12036	WELLS FARGO BANK	067A	007	1500049907	01/02/2014				131.20 USD	closed
12036	WELLS FARGO BANK	067A	007	1904869311	01/02/2014	MLED-SDU 12/31		4544540	131.20- USD	closed
12322	COMCAST	067A	007	1904871638	01/06/2014	8155600380732795		4544540	82.13- USD	closed
12322	COMCAST	067A	007	2022453808	01/07/2014		1101765386		82.13 USD	closed
19687	SPECIAL DISTRICT RISK MGMT AUTHORITY	067A	007	2022466003	01/10/2014		1101767539		4,194.24 USD	closed
19687	SPECIAL DISTRICT RISK MGMT AUTHORITY	067A	007	1904875090	01/09/2014	6011SPACSACR6011		4544540	4,194.24- USD	closed
25519	DAICHS USA INC	067A	007	2022466008	01/10/2014		1101767637		55.90 USD	closed
25519	DAICHS USA INC	067A	007	1904875094	01/09/2014	764475		4544540	55.90- USD	closed
28211	MEA OF CALIFORNIA INC	067A	007	2022466017	01/10/2014		1101767542		666.14 USD	closed
28211	MEA OF CALIFORNIA INC	067A	007	1904875098	01/09/2014	10541791		4544540	666.14- USD	closed
37780	DS WAIERS OF AMERICA INC	067A	007	1904875081	01/09/2014	4831121120113		4544540	19.17- USD	closed
37780	DS WAIERS OF AMERICA INC	067A	007	2022466026	01/10/2014		1101767653		19.17 USD	closed
39553	MICHAEL BRANDMAN ASSOCIATES	067A	007	1904875102	01/09/2014	59680		4544540	2,000.00- USD	closed
39553	MICHAEL BRANDMAN ASSOCIATES	067A	007	2022466029	01/10/2014		1101767544		2,000.00 USD	closed
Sum of Business Area 067A									0.00 USD	*

Fiscal Year	2014
From period	1
To period	7
Fund/Group	067A LOCAL AGENCY FORMATION COMMISSION
Funds Center/Group	4544540 LAFCO DISTRICT
Budget Version	0

Commitment Item	Budget	Actual-GL	Actual-CO	Actual Total	Encumbrance	Rending	Available	%Consumed
10112400 COMMITTEE MEMBER	9,000.00	1,900.00		1,900.00			7,100.00	21.11
10122000 GAS/DHI	500.00	145.35		145.35			354.65	29.07
* 10 - SALARIES AND EMPLOYEE	9,500.00	2,045.35		2,045.35			7,454.65	21.53
20200500 ADVERTISING	7,500.00	191.67		191.67			7,308.33	2.56
20202200 BOOKS/PER SUP	2,000.00	719.30		719.30			1,280.70	35.97
20202900 BUS/CONFERENCE E	12,000.00	8,419.26		8,419.26			3,580.74	70.16
20203500 ED/TRAINING SVC							7,000.00	
20205200 INS PREMIUM	7,000.00							
20206100 MEMBERSHIP DUES	7,500.00	8,992.00		8,992.00			-1,492.00	119.89
20207600 OFFICE SUPPLIES	8,000.00	1,091.14		1,091.14			6,908.86	13.64
20208100 POSTAL SVC	5,000.00	500.00		500.00			4,500.00	10.00
20227500 RENT/LEASE EQ	18,000.00	4,012.02		4,012.02			13,987.98	22.29
20250500 ACCOUNTING SVC								
20253100 LEGAL SVC	60,000.00	92,533.47		92,533.47			-32,533.47	154.22
20259100 OTHER PROF SVC	728,300.00	242,935.26		242,935.26	710.00		484,654.74	33.45
20281200 DATA PROCESSING	361.32	361.32		361.32				100.00
20291000 COUNTYWIDE IT SV	1,500.00	782.00		782.00			718.00	52.13
20291100 SYSTEM DEV SVC	17,000.00	12,528.00		12,528.00	3,212.00		1,260.00	92.59
20291200 SYSTEM DEV SUP	1,000.00	177.90		177.90	20.10		802.00	19.80
20291600 WAN ALLOCATION	3,600.00	2,080.00		2,080.00			1,520.00	57.78
20291700 ALARM SERVICES		1,368.50		1,368.50	977.50		-2,346.00	
20292100 GS PRINTING SVC	2,250.00						2,250.00	
20292300 GS MESSENGER SVC	3,300.00	1,864.72		1,864.72			1,435.28	56.51
20292600 GS STORE CHARGES	1,000.00						1,000.00	
20293400 PUBLIC WORKS SVS								
20294300 LEASED PROP USE	50,500.00	25,096.71		25,096.71			25,403.29	49.70
20298700 TELEPHONE SVC	3,000.00	371.98		371.98			2,628.02	12.40
20298702 CIRCUIT CHARGES		86.82		86.82			-86.82	
20298703 LAND LINE CHARGE		853.63		853.63			-853.63	
* 20 - SERVICES AND SUPPLIES	938,811.32	404,965.70		404,965.70	4,919.60		528,926.02	43.66
79790100 CONTINGENCY APPR	15,220.00						15,220.00	
* 79 - Appreciation for Com	15,220.00				4,919.60		15,220.00	
** Expenditure accounts	963,531.32	407,011.05		407,011.05	4,919.60		551,600.67	42.75
94941000 INTEREST INCOME	-2,500.00						-2,500.00	
* 94 - REVENUE FROM USE OF M	-2,500.00						-2,500.00	
96969900 SVC FEES OTHER	-165,000.00	-36,814.90		-36,814.90			-128,185.10	22.31
* 96 - CHARGES FOR SERVICES	-165,000.00	-36,814.90		-36,814.90			-128,185.10	22.31
97979000 MISC OTHER	-686,500.00	-645,751.00		-645,751.00			-40,749.00	94.06
* 97 - MISCELLANEOUS REVENUE	-686,500.00	-645,751.00		-645,751.00			-40,749.00	94.06
** REVENUE ACCOUNTS	-854,000.00	-682,565.90		-682,565.90			-171,434.10	79.93
*** Total	109,531.32	-275,554.85		-275,554.85	4,919.60		380,166.57	-247.08

Date	Year	Per	Document #	G/L	Acct	BA	Cost Ctr	Amount	Text
01/21/2014	2014	007	1300517212	101000		067A		1,250.00	
01/21/2014	2014	007	1300517286	101000		067A		3,750.00	
01/21/2014	2014	007	1300517291	101000		067A		7.00	
01/21/2014	2014	007	1300517295	101000		067A		2,500.00	
Total Account Number 101000 CASH IN TREASURY-DP								7,507.00	
01/02/2014	2014	007	1500049907	101200		067A		131.20-	
Total Account Number 101200 CASH IN TREASURY-WIRE TRANSFERS								131.20-	
01/02/2014	2014	007	2022448739	101500		067A		138.56-	
01/14/2014	2014	007	2022474932	101500		067A		2,000.00-	
01/14/2014	2014	007	2022475247	101500		067A		154.98-	
01/15/2014	2014	007	2022479944	101500		067A		666.14-	
01/15/2014	2014	007	2022479997	101500		067A		55.90-	
01/15/2014	2014	007	2022480276	101500		067A		82.13-	
01/16/2014	2014	007	2022482936	101500		067A		19.17-	
01/17/2014	2014	007	2022485322	101500		067A		4,194.24-	
01/17/2014	2014	007	2022485323	101500		067A		1,005.00-	
01/28/2014	2014	007	2022505094	101500		067A		16,271.98-	
Total Account Number 101500 PAID WARRANTS RECONCILIATION (IN								24,588.10-	
01/21/2014	2014	007	108165162	109000		067A		195.50-	
01/13/2014	2014	007	108225533	109000		067A		0.32-	
01/17/2014	2014	007	108227641	109000		067A		112.00-	
01/17/2014	2014	007	108227748	109000		067A		298.00-	
01/21/2014	2014	007	108228869	109000		067A		234.72-	
01/21/2014	2014	007	108228892	109000		067A		900.00-	
01/28/2014	2014	007	108236577	109000		067A		187.18-	
01/31/2014	2014	007	108239173	109000		067A		110.00-	
01/31/2014	2014	007	108239193	109000		067A		4.70-	
01/31/2014	2014	007	108239207	109000		067A		104.00-	
Total Account Number 109000 CASH IN TREAS-SPL								2,146.42-	
01/13/2014	2014	007	108225533	530200		067A		0.32	
Total Account Number 530200 SALES TAX DUE								0.32	
01/23/2014	2014	007	5001522794	1700011		067A		361.32-	
Total Account Number 1700011 GR/IR CLEARING IN-HOUSE PRODUCTI								361.32-	
01/02/2014	2014	007	2022448739	5100000		067A		138.56	
01/07/2014	2014	007	2022453808	5100000		067A		82.13-	
01/10/2014	2014	007	2022465932	5100000		067A		16,271.98-	
01/10/2014	2014	007	2022465972	5100000		067A		1,005.00-	
01/10/2014	2014	007	2022466003	5100000		067A		4,194.24-	
01/10/2014	2014	007	2022466008	5100000		067A		55.90-	
01/10/2014	2014	007	2022466017	5100000		067A		666.14-	
01/10/2014	2014	007	2022466026	5100000		067A		19.17-	
01/10/2014	2014	007	2022466029	5100000		067A		2,000.00-	
01/14/2014	2014	007	2022474932	5100000		067A		2,000.00	
01/14/2014	2014	007	2022475247	5100000		067A		154.98	
01/15/2014	2014	007	2022479944	5100000		067A		666.14	
01/15/2014	2014	007	2022479997	5100000		067A		55.90	
01/15/2014	2014	007	2022480276	5100000		067A		82.13	

Date	Year	Per	Document #	G/L Acct	BA	Cost Ctr	Amount	Text
01/16/2014	2014	007	2022482936	5100000	067A		19.17	
01/17/2014	2014	007	2022485322	5100000	067A		4,194.24	
01/17/2014	2014	007	2022485323	5100000	067A		1,005.00	
01/28/2014	2014	007	2022505094	5100000	067A		16,271.98	
Total Account Number 5100000 WARRANTS PAYABLE							293.54	
01/02/2014	2014	007	1500049907	5150000	067A		131.20	
01/02/2014	2014	007	1904869311	5150000	067A		131.20	MLBD - TAX 12/31/2013
01/06/2014	2014	007	1904871638	5150000	067A		82.13	*SAC LOCAL AGENCY FORMATION COMM
01/09/2014	2014	007	1904875081	5150000	067A		19.17	*SAC LAFCO, ACCT#27296554831121
01/09/2014	2014	007	1904875090	5150000	067A		4,194.24	*ATTCH SAC LAFCO, DEC 2013
01/09/2014	2014	007	1904875091	5150000	067A		1,005.00	*ATTCH SAC LAFCO, MEMBERSHIP DUES
01/09/2014	2014	007	1904875094	5150000	067A		55.90	*SAC LAFCO, ACCT#C6187
01/09/2014	2014	007	1904875096	5150000	067A		16,271.98	*SAC LAFCO, FILE#SA111
01/09/2014	2014	007	1904875098	5150000	067A		666.14	*ATTCH SAC LAFCO
01/09/2014	2014	007	1904875102	5150000	067A		2,000.00	*ATTCH SAC LAFCO
01/07/2014	2014	007	2022453808	5150000	067A		82.13	
01/10/2014	2014	007	2022465932	5150000	067A		16,271.98	
01/10/2014	2014	007	2022465972	5150000	067A		1,005.00	
01/10/2014	2014	007	2022466003	5150000	067A		4,194.24	
01/10/2014	2014	007	2022466008	5150000	067A		55.90	
01/10/2014	2014	007	2022466017	5150000	067A		666.14	
01/10/2014	2014	007	2022466026	5150000	067A		19.17	
01/10/2014	2014	007	2022466029	5150000	067A		2,000.00	
Total Account Number 5150000 CLAIMS PAYABLE							0.00	
01/02/2014	2014	007	108219682	8025400	067A		184.70	
01/02/2014	2014	007	108219682	8025400	067A		131.20	
01/02/2014	2014	007	108219682	8025400	067A		92.35	
01/02/2014	2014	007	108219682	8025400	067A		22.35	
01/02/2014	2014	007	108219682	8025400	067A		5.80	
01/02/2014	2014	007	108219682	8025400	067A		5.80	
01/02/2014	2014	007	108219682	8025400	067A		24.80	
01/02/2014	2014	007	108219682	8025400	067A		24.80	
01/02/2014	2014	007	108219682	8025400	067A		70.00	
01/02/2014	2014	007	108219682	8025400	067A		114.70	
01/02/2014	2014	007	108219682	8025400	067A		184.70	
01/02/2014	2014	007	1904869311	8025400	067A	4544540000	131.20	95 TAX
Total Account Number 8025400 SD (HUMANIC) PAYROLL CLEARING							131.20	
01/09/2014	2014	007	1904875091	20206100	067A	4544540000	1,005.00	MEMBERSHIP DUES
Total Account Number 20206100 MEMBERSHIP DUES							1,005.00	
01/09/2014	2014	007	1904875081	20207600	067A	4544540000	19.17	OFFICE SUPPLIES
01/09/2014	2014	007	1904875094	20207600	067A	4544540000	55.90	OFFICE SUPPLIES
Total Account Number 20207600 OFFICE SUPPLIES							75.07	
01/06/2014	2014	007	1904871638	20227500	067A	4544540000	82.13	RENT/LEASE EQUIPMENT
01/09/2014	2014	007	1904875098	20227500	067A	4544540000	666.14	RENT/LEASE EQUIPMENT
Total Account Number 20227500 RENT/LEASES EQUIPMENT							748.27	
01/09/2014	2014	007	1904875096	20253100	067A	4544540000	16,271.98	LEGAL SERVICES

Report: ZF SL SPEC_DIST
 UserID: 1009726
 System: PRD/020

Split Ledger Line Item Report
 067A LOCAL AGENCY FORMATI
 Period: 007 Fiscal Year: 2014

Date: 02/04/2014
 Time: 14:21:45
 Page: 3

Date	Year	Per	Document #	G/L Acct	BA	Cost Ctr	Amount	Text
Total Account Number 20253100				LEGAL SERVICES			16,271.98	
01/09/2014	2014	007	1904875102	20259100	067A	4544540000	2,000.00	OTHER PROF. SERVICES
Total Account Number 20259100				OTHER PROFESSIONAL SERVICES			2,000.00	
01/23/2014	2014	007	5001522794	20281200	067A	4544540000	361.32	
Total Account Number 20281200				DATA PROCESSING SUPPLIES			361.32	
01/17/2014	2014	007	108227641	20291000	067A	4544540000	112.00	Jan 2014 Countywide IT Allocation
Total Account Number 20291000				COUNTYWIDE IT SERVICES			112.00	
01/21/2014	2014	007	108228892	20291100	067A	4544540000	900.00	FY 2013/2014 3rd QTR SharePoint Allocation
01/31/2014	2014	007	108239173	20291100	067A	4544540000	110.00	
01/31/2014	2014	007	108239207	20291100	067A	4544540000	104.00	
Total Account Number 20291100				SYSTEMS DEVELOPMENT SERVICES			1,114.00	
01/31/2014	2014	007	108239193	20291200	067A	4544540000	4.70	
Total Account Number 20291200				SYSTEMS DEVELOPMENT SUPPLIES			4.70	
01/17/2014	2014	007	108227748	20291600	067A	4544540000	298.00	Jan 2014 WAN Allocation
Total Account Number 20291600				WAN Costs			298.00	
01/21/2014	2014	007	108165162	20291700	067A	4544540000	195.50	2013-2014 Alarm Allocation
Total Account Number 20291700				ALARM SERVICES			195.50	
01/21/2014	2014	007	108228869	20292300	067A	4544540000	234.72	Per. 7 - Messenger Services
Total Account Number 20292300				GS MESSENGER SERVICES			234.72	
01/09/2014	2014	007	1904875090	20294300	067A	4544540000	4,194.24	DECEMBER 2013 OFFICE LEASE
Total Account Number 20294300				LEASED PROPERTY USE CHARGESGS			4,194.24	
01/28/2014	2014	007	108236577	20298702	067A	4544540000	17.30	January 2014 Circuit Charges
Total Account Number 20298702				CIRCUIT CHARGES			17.30	
01/28/2014	2014	007	108236577	20298703	067A	4544540000	169.88	January 2014 Land Line Charges
Total Account Number 20298703				LAND LINE CHARGES			169.88	
01/21/2014	2014	007	1300517212	96969900	067A	4544540000	1,250.00-	
01/21/2014	2014	007	1300517286	96969900	067A	4544540000	3,750.00-	
01/21/2014	2014	007	1300517291	96969900	067A	4544540000	7.00-	
01/21/2014	2014	007	1300517295	96969900	067A	4544540000	2,500.00-	
Total Account Number 96969900				SVC FEES OTHER			7,507.00-	

SACRAMENTO LOCAL AGENCY FORMATION COMMISSION
1112 I Street #100
Sacramento, California 95814
(916) 874-7458

March 5, 2014

TO: Sacramento Local Agency Formation Commission

FROM: Peter Brundage, Executive Officer

RE: Legislative Update

CONTACT: Don Lockhart, AICP, Assistant Executive Officer (916) 874-2937
Don.Lockhart@SacLAFCo.org

RECOMMENDATION

Information only, no action is recommended.

BACKGROUND

This memo is part of the ongoing effort to keep your Commission informed regarding various LAFCo related legislative matters.

Friday, February 21, was the deadline for introducing new legislation for 2014, the second year of the two-year session. The exception is Committee bills which can be introduced through March. However, bills can be amended or "gut and amended" throughout the session until August.

An ad-hoc legislative committee appointed by the CALAFCO Board of Directors has identified several bills of interest. CALAFCO has not yet taken a formal position on these bills.

DISCUSSION

Below are listed the proposed legislation that may be of interest to your Commission.

AB 1521(Fox D) Local government finance: property tax revenue allocations: vehicle license fee (VLF) adjustments.

Introduced: 1/16/2014

Status: 2/6/2014-Referred to Com. on L. GOV.

Location: 2/6/2014-A. L. GOV.

Summary: Beginning with the 2004-05 fiscal year, current law requires that each city, county, and city and county receive additional property tax revenues in the form of a vehicle license fee adjustment amount, as defined, from a vehicle license fee property tax compensation

fund that exists in each county treasury. Current law requires that these additional allocations be funded from ad valorem property tax revenues otherwise required to be allocated to educational entities. This bill would modify these reduction and transfer provisions, for the 2014-15 fiscal year and for each fiscal year thereafter, by providing for a vehicle license fee adjustment amount calculated on the basis of changes in assessed valuation.

AB 1527(Perea D) Public water systems: drinking water.

Introduced: 1/17/2014

Status: 2/6/2014-Referred to Com. on E.S. & T.M.

Location: 2/6/2014-A. E.S. & T.M.

Summary: Would require the State Department of Public Health, in administering programs to fund improvements and expansions of small community water systems, and other water systems, as specified, to promote service delivery alternatives that improve efficiency and affordability of infrastructure and service delivery, as specified. This bill contains other related provisions and other existing laws.

CALAFCO Comments: This bill requires funding for construction project feasibility studies to include studies of service delivery alternatives if at least 1 service agency services a disadvantaged community; also requires the DPH to make a determination to include the viability of these service delivery alternatives and to consider LAFCo studies and determinations from the previous 5 years, to consult with LAFCo Executive Officer and consider other applicable local/regional studies related to the delivery of drinking water.

AB 1729 (Logue R) Local government: agricultural land.

Introduced: 2/14/2014

Status: 2/18/2014-From printer. May be heard in committee March 20.

Location: 2/14/2014-A. PRINT

Summary: Current law establishes the California Land Conservation Act of 1965, otherwise known as the Williamson Act, for purposes of preserving agricultural land within the state. Current law authorizes a city or a county, for this purpose, to contract with a landowner to limit the use of agricultural land located in an agricultural preserve designated by the city or county. This bill would make technical, nonsubstantive changes to the authorization provisions.

AB 1961(Eggman D) Land use: planning: Sustainable Farmland Strategy.

Introduced: 2/19/2014

Status: 2/20/2014-From printer. May be heard in committee March 22.

Location: 2/19/2014-A. PRINT

Summary: Would require each county with significant agricultural land resources, as defined, to develop, on or before January 2, 2018, a sustainable farmland strategy. The bill would require the Sustainable Farmland Strategy to include, among other things, a map and inventory of all agriculturally zoned land within the county, a description of the goals, strategies, and related policies and ordinances, to retain agriculturally zoned land where practical and mitigate the loss of agriculturally zoned land to nonagricultural uses or zones, and a page on the county's Internet Web site with the relevant documentation for the goals, strategies, and related policies and ordinances, as specified.

AB 2156 (Achadjian R) Local agency formation commissions: studies.

Introduced: 2/20/2014

Status: 2/21/2014-From printer. May be heard in committee March 23.

Location: 2/20/2014-A. PRINT

Summary: Would include joint powers agencies and joint powers authorities among the entities from which a local agency formation commission is authorized to request land use information, studies, and plans, for purposes of conducting specified studies. The bill would specifically define "joint powers agency" and "joint powers authority" for purposes of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000.

SB 1001 (Knight R) Local government.

Introduced: 2/13/2014

Status: 2/14/2014-From printer. May be acted upon on or after March 16.

Location: 2/13/2014-S. PRINT

Summary: Current law, the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, makes certain findings and declarations relating to local government organizations, including, among other things, the encouragement of orderly growth and development, and logical formation and modification of the boundaries of local agencies, as specified. This bill would make non-substantive changes to these findings and declarations.

SACRAMENTO LOCAL AGENCY FORMATION COMMISSION
1112 I Street #100
Sacramento, California 95814
(916) 874-6458

March 5, 2014

TO: Sacramento Local Agency Formation Commission
FROM: Ron Greenwood, Chairman, Special District Advisory Committee
RE: Special District Advisory Committee - Confirmation of Candidates

RECOMMENDATION

I respectfully recommend confirmation of all five nominations to this Committee.

BACKGROUND

The Special District Advisory Committee (SDAC) was established as a standing committee by our Commission on October 1, 2003. The SDAC consists of a minimum of nine, but no more than seventeen, committee members, including the Alternate, and two Special District Commissioners.

It is the intent of our Commission to have a diverse representation of Special Districts on the committee. The committee includes representatives from recreation and parks, fire, water, flood control/ reclamation, and other types of Special Districts (SMUD, Resource Conservation, CSD, etc.)

Nominees must sit as current Board members on a Special District in Sacramento County, and must be nominated by their respective Board. Committee members will serve with no LAFCo compensation. Each committee member will serve a two-year term. Terms are staggered over a period of two years. Committee members are selected by the SDAC Nominating Committee, and must be confirmed by your Commission.

Information sharing is among the most valued elements of the SDAC. Accomplishments of the SDAC include:

- development of the Bylaws of the Advisory Committee;
- formulation of an equitable cost sharing formula for the Special District share of funding for the Commission;
- enhanced criteria for Special District representation during city-county property tax exchange agreement negotiations; and
- streamlining of the Special District Commission member selection process.

CANDIDATES RECOMMENDED FOR CONFIRMATION

Office A: 1/14-12/15	
<i>Nominations</i>	District
Gary W. Monk	Sac Metro Fire District
Craig Locke	Mission Oaks Recreation & Park District
Rich Lozano	Cosumnes Community Services District
Frederick A. Gayle	Sac Suburban Water District
Brian Danzl	Cordova Recreation & Park
Vacant	
Vacant	

CURRENT MEMBERSHIP

Office 1/13-12/14	District
Carolyn Flood	Fair Oaks Cemetery District
Mike Stickney	Orangevale R&P District
Ryan Saunders	Del Paso Manor Water District
Joe Guardino	Wilton Fire District
Rod Brewer	Cosumnes Community Services District
Jerry Pasek	Rancho Murieta Community Services District
Bettina Redway	American River Flood Control District

Office C (Commission Appointment Sub-Committee)


Ron Greenwood (Chair)	Carmichael Water District
Gay Jones	Sacramento Metro Fire District
Paul Green, Jr.	Rio Linda/ Elverta Comm. Water District

SACRAMENTO LOCAL AGENCY FORMATION COMMISSION
1112 I Street, Suite #100
Sacramento, California 95814
(916) 874-6458

March 5, 2014

TO: Sacramento Local Agency Formation Commission

FROM: Peter Brundage, Executive Officer

RE:  **Municipal Service Review Status Report**

CONTACT: **Don Lockhart, AICP, Assistant Executive Officer (916) 874-2937**
(Don.Lockhart@SacLAFCo.org)

RECOMMENDATION:

Receive and File report.

BACKGROUND:

The Sacramento LAFCo Local Polices, Standards, and Procedures (LPSP,) in conjunction with the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Act,) establish procedures for local government changes of organization, including city incorporations, annexations to a city or special district, and city and special district consolidations or dissolutions. Pursuant to the LPSP and the Act, as necessary your Commission conducts Municipal Service Reviews (MSR) regarding the municipal services provided throughout the county. Municipal service providers include cities, both independent and dependent special districts, and county service areas.

Your Commission requires Municipal Service Reviews for Spheres of Influence Amendments, authorization of latent powers, and with any other similar action requiring Commission approval.

DISCUSSION:

Background

The MSR is a comprehensive review of municipal service delivery, either within a designated geographic area, or by service types. It is a collaborative effort by your staff with the various service provider staff to:

- Provide accessible information about municipal services in the geographic or service area,

- Evaluate the provision of municipal services from a comprehensive perspective, and
- Recognize sound service delivery systems, or recommend actions to promote the efficient provision of those services.

Goals

The MSR serves as an information resource that can be used by your Commission, the public or other local, regional and state agencies based on their area of interest, or statutory responsibility to:

- Promote orderly growth and development with consideration of service feasibility and service costs.
- Encourage infill development.
- Learn about service delivery successes and opportunities.
- Plan for timely provision of financing and phasing of infrastructure to support planned growth.
- Support perspectives that address regional issues, while respecting local standards.
- Develop a means for dialogue among agencies that provide comparable services.
- Develop a support network and promote efficient resource acquisition.
- Develop strategies to minimize costs, and improve public service provision.
- Provide ideas about alternative or modified government structures.

Municipal Service Reviews

Your Commission has adopted the attached MSR questionnaire to facilitate the review process. The final MSR provides the information to enable your Commission to make Determinations with respect to each of the following:

- (1) Growth and population projections for the affected area.
- (2) Present and planned capacity of public facilities and adequacy of public services, including infrastructure needs or deficiencies.
- (3) Financial ability of agencies to provide services.
- (4) Status of, and opportunities for, shared facilities.

- (5) Accountability for community service needs, including governmental structure and operational efficiencies.
- (6) Any other matter related to effective or efficient service delivery, as required by Commission policy.

The following process is proposed to complete MSR's set forth in this report. Thirty-one (31) MSRs have been completed and sixteen (16) are currently in progress.

MSR Process

1. Collaborate with affected agencies to complete the MSR questionnaire, and provide other supporting information in electronic format to facilitate information sharing.
2. LAFCo staff evaluates responses to questionnaires and conducts public outreach.
3. Staff prepares Draft MSR utilizing information provided by the public and affected service providers in order to present the material to your Commission in a public hearing. This step also initiates the thirty day Draft MSR public review period.
4. Staff reviews public comments and prepares the Final MSR for Commission consideration.

Summary of MSR Status

Current Municipal Service Reviews (MSRs)		
Agency	Meeting	Questionnaire
Sacramento Metro Fire District (Update)	TBD	02/06/14
City of Citrus Heights	06/04/14	08/09/12
Elk Grove WD (Florin Resource CD)	TBD	02/05/14

While preparing this report, your staff was contacted by Ms. Darlene Westphal, a member of the Herald community. She has provide a letter of concerns which is attached. Ms. Westphal respectfully requests that the 2005 Herald FD MSR be considered for an update. Your staff has no objection to this request.

The following list summarizes completed MSRs and those that were initiated earlier, and are currently in progress.

Summary of Municipal Service Reviews Completed and In Progress	
DISTRICT	MSR STATUS
American River Flood Control District	Complete
Reclamation District No. 1000	Complete
Pacific Fruitridge Fire District	In Progress
Natomas Fire District	In Progress
Sacramento Municipal Utility District	Complete
Arcade Creek Recreation and Park District	Complete
Arden Manor Recreation and Park District	Complete
Arden Park Recreation and Park District	Complete
Fair Oaks Recreation and Park District	Complete
Fulton El Camino Recreation and Park	Complete
Mission Oaks Recreation and Park District	Complete
North Highlands Recreation and Park	Complete
Southgate Recreation and Park District	Complete
CSA 4B Wilton Recreation and Park	In Progress.
Orangevale Recreation and Park District	Complete
Sunrise Recreation and Park District	Complete
Cosumnes Community Services District	In Progress
Elk Grove Cosumnes Cemetery District	Complete
Fair Oaks Cemetery District	Complete
Sylvan Cemetery District	Complete
Galt-Arno Cemetery District	Complete
Sacramento-Yolo Mosquito District	Complete
City of Elk Grove	Completed – no action pending.
City of Galt	Complete
City of Sacramento	Complete
City of Folsom	Complete
City of Rancho Cordova	Complete
City of Isleton	TBD
Rural Fire Districts	
Herald Fire District	Complete
Wilton Fire Protection District	In Progress.
Courtland Fire Protection District	In Progress.
River Delta Fire Protection District	In Progress.
Delta Fire Protection District	In Progress.
Walnut Grove Fire Protection District	In Progress.

Water Districts	
Carmichael Water District	Complete
Citrus Heights Water District	Complete
Sacramento Suburban Water District	Complete
Fair Oaks Water District	Complete
San Juan Suburban Water District	Complete
Florin County Water District	TBD
Omochumne Hartnell Water District	In Progress
Del Paso Manor Water District	Complete
Rio Linda Elverta Comm. Water District	In Progress.
Resource Conservation Districts	
Florin Resource Conservation District	In Progress.
Granite RCD	In Progress.
Lower Cosumnes RCD	In Progress.
Sloughhouse RCD	In Progress.

Attachments:

MSR Worksheet & Questionnaire
Correspondence from Ms. Darlene Westphal

DL:dl MSR_Memo_03_05_14



SACRAMENTO LOCAL AGENCY FORMATION COMMISSION
1112 I Street, Suite #100, Sacramento, California 95814
(916) 874-6458

MUNICIPAL SERVICE REVIEW WORKSHEET
AND QUESTIONNAIRE
DISTRICT PROFILE

Date:

Agency Name:

Address:

Website:

Telephone: (FAX)

Administrator Name:

Title:

Name of Contact:

Contact's E-mail Address:

Agency's Principle Act:

Services Provided:

Latent Powers:

Governing Body:

Total Number of Employees:

Represented

Unrepresented

Acreage/ sq. Miles within Agency:

Total Population within Agency:

Total Registered Voters within Agency:

INTRODUCTION

Background Information

The _____ District is an Independent/Dependant Special District.

- **Mission:**
- **Setting:**
(Please attach map of the district boundary)

History

The District was formed in _____. The District was established to provide _____ services

(Please feel free to provide historical context.)

Services Provided

Management and Staffing Structure

Management Structure

Employment Structure

The District employs: _____ full time positions.

In addition, the District employs on average ____ part-time, _____ seasonal and _____ positions.

Please attach organization chart.

- The type and purpose of contracts and consultants.
- Please feel free to mention any awards or recognition the agency has received.
- Describe ongoing training and personnel policies.
- Are salaries and pay scales comparable/ competitive with regional and industry standards?
- Is organization structure similar with like service providers?

Municipal Service Review Information and Determinations

1. Growth and Population Projections (This provides the public with a “snapshot” of your community.)

Type of Information to be provided:

- What is the current level of demand for services?
- What is the projected demand for services?
- Please provide growth rate and population projections.
- Please provide any other information relevant to planning for future growth or changing demographics.

LAFCo MSR Determination

LAFCo to Complete

2. Facilities and Programs

A. Facilities

Summary of Facilities (Parks, Physical Plant)

NAME	LOCATION	SIZE (Acres)	AMENITIES/SPECIAL FEATURES	DESCRIPTION

(Attach additional page if necessary)

Please attach Facilities Map.

Present and Planned Capacity of Public Facilities

- What is the current and projected service capacity?
- What is the level of adequacy of services and facilities to serve current and future population?
- What Performance Measures are used by the District to determine service adequacy?

Infrastructure Needs or Deficiencies/Capital Improvement Program

- Describe the District's Capital Improvement Program, as applicable.

- Describe deferred maintenance strategy.
- Describe policies and practices for depreciation and replacement of infrastructure.
- How will new or upgraded infrastructure and deferred maintenance be financed?
- List infrastructure deficiencies, if any; indicate if deficiencies have resulted in permit or other regulatory violations; if necessary, explain how deficiencies will be addressed.
- Provide evidence of compliance with applicable regulatory standards (for example, CA R-39-97 (Certified Playground Safety Standards) for Recreation and Parks Districts)

B. Programs

Summary of Programs (Recreation, Education, Conservation, etc.)

NAME	LOCATION(S)	SIZE (# Participants)	DESCRIPTION

(Attach additional page if necessary)

LAFCo Determination

LAFCo to Complete

3. **Financial Information**

Budget (Please attach current budget.)

Revenue

- Describe all revenue sources (i.e., property taxes, special taxes, service charges, fees, rentals, assessments, grants, etc.).

Rates, Fees, Charges, and Assessments

- Describe rate setting methodology.
- Explain constraints associated with agency's ability to generate revenue. What options are available – special assessments/ special taxes/ increases in sales tax/impact fees/grants, etc.?
- Please provide a comparison of rates and charges with similar service providers (favorable or less so).
- Describe revenue constraints.

Expenditures

- Describe the agency's Service Levels compared to industry standards and measurements.
- Describe the Cost of Service compared to industry standards and measurements.

Assets, Liabilities, Debt, Equity, and Reserves

- Provide the Book Value of Assets.
- Provide a list of equipment, land, and other fixed assets.
- Provide a summary of long term debt and liabilities.
- Explain the agency's bond rating; discuss reason for rating. Discuss amount and use of existing debt. Describe proposed financing and debt requirements.
- Describe policies and procedures for investment practices
- Describe policies and procedures for establishing and maintaining reserves/retained earnings.

- What is the dollar limit of reserves/retained earnings?
- What is the ratio of undesignated, contingency, and emergency reserves to annual gross revenue?

Summary of Revenue Sources

Fiscal Year	Past Year (2)	Past Year (1)	Current	Projected
Property Taxes				
Interest				
Rental Income				
HPTR				
In-Lieu Fees				
State & Federal Grants				
Recreation Fees & Grants				
Miscellaneous				
Fund Balance Avail.				
Total				

Summary of Expenditures

Fiscal Year	Past Year (2)	Past Year (1)	Current	Projected
Salaries & Wages				
Services & Supplies				
Long-Term Debt				
Capital Improvements ¹				
Equipment				
Contingency ²				
Total				

1. Identify Sources of Funding:
2. Fixed or Variable?

Summary of Financial and Operational Information

	Current FY
Population	
Area Served	
Developed Real Estate	
Undeveloped Real Estate	
Service Standard Ratios ¹	
Full Time Employees	
Average Part-Time Employees	
Total Annual Budget	
Per Capita Spending	
Total Annual Administrative Costs	
% Annual Administrative Costs to Total	
Estimated Deferred Maintenance	
Average Capital Improvements (5 Years)	
Reserve Amount	
Operational Cost per Employee	
Average Property Tax Rate	

1. For example, Park acres per 1000 residents

LAFCo Determination

LAFCo to Complete

4. Status of and Opportunities for Innovation and Shared Facilities

- a) Describe existing and/or potential shared facilities, infrastructure, and staff. Describe any joint power agreements or other agreements for sharing resources with other agencies.
- b) Describe existing and/or potential joint use planning.
- c) Describe existing and/or potential duplication with existing or planned facilities or services with other agencies.
- d) Describe availability of any excess capacity to serve customers or other agencies.
- e) Describe any economies of scale in shared purchasing power, and any other cost-sharing opportunities that can be implemented by joint use or sharing resources.
- f) Describe any duplication (overlap), or gaps in services or boundaries.
- g) Describe ongoing cost avoidance practices. (For example, if you hire contract vs. in-house employees, is the bidding process cost effective and efficient)?
- h) Describe any opportunities to reduce overhead and operational costs.
- i) Describe any opportunities to reduce duplication of infrastructure.
- j) Identify any areas outside agency boundary which could be efficiently served by existing or proposed agency facilities.
- k) Identify any areas within agency boundary which could be more efficiently served by another agency.
- l) Are your service plans compatible with those of other local agencies?

LAFCo Determination

LAFCo to Complete

5. Accountability for Community Service Needs, including Governmental Structure and Operational Efficiencies

- a) Explain the composition of the agency's governing board.
- Number of Directors:
 - Nature/ Length of Terms:
 - Is governing body landowner or population based?
 - Are Directors elected or appointed?
 - Are elections or appointments at large or by district?
- b) Explain compensation and benefits provided to the governing board, including any benefits that continue after term of service.
- c) Where and how frequently does the governing board meet?
- d) Describe rules, procedures, and programs for public notification of agency operations, meetings, programs, etc.
- How is public participation encouraged?
 - Are meetings accessible to the public, i.e., evening meetings, adequate meeting space, etc.?
- e) Describe public education/outreach efforts, (i.e., newsletters, bill inserts, website, etc.)
- f) Describe level of public participation, and ways that staff and Directors are accessible to the public.
- g) Describe ability of public to access information and agency reports.
- h) Describe any opportunities to eliminate service islands, peninsulas and other illogical service areas.

LAFCo Determination

LAFCo to Complete

6. Issues, Concerns and Opportunities

Please provide information regarding any issues or concerns related to operations (financial, managerial, legal, organizational, etc.)

- Compliance with Environmental Justice requirements.¹
- Compliance with regulatory reporting requirements.
- Compliance with regulatory agencies and public health and safety issues.

1. LAFCo definition of "environmental justice" means the fair treatment of people of all races, cultures, and incomes with respect to the location of public facilities and the provision of public services.

LAFCo Determination

To be completed by LAFCo

Attachments:

District Map
Facilities Map
Capital Program
Organization Chart
Budget
Other



Lockhart. Don

From: educatedbaglady@aol.com
Sent: Thursday, February 27, 2014 10:14 AM
To: Lockhart. Don; castanb@sacourt.com; jlsbarton@aol.com; laurakeister@gmail.com; lancenewhall@gmail.com
Subject: RE: inclusion of the following request and attachment under item 6
Attachments: Request_for_LAFco_review.docx; SMUD and HFPD_NEW_0001.pdf

Attn.: Don Lockhart

From: Darlene Westphal

RE: Inclusion of the following request for a LAFco evaluation per attachments, under item 6 of the Regular Meeting Agenda scheduled for March 5th.

Thank you for allowing me to speak briefly regarding my concerns.

Note second attachment should be 3 pages, not 9. Please disregard other copies as I'm unable to determine how to correct this mistake. Again, thank you for your assistance.

RECEIVED

FEB 27 2014

**SACRAMENTO LOCAL AGENCY
FORMATION COMMISSION**

RECEIVED

FEB 27 2014

SACRAMENTO LOCAL AGENCY
FORMATION COMMISSION

2/27/2014

TO: LAFco Board, 3/5/2014 Board Meeting

FROM: Darlene Westphal, Herald Community Member

RE: Rationale for Requesting LAFco Review of Herald Fire Protection District(HFPD)

The last LAFco review was conducted as of 2/2005. The commission found the fire district to be solvent for the last twelve years(pg. 16) and in compliance with the current laws and regulations of governance and accountability at an "adequate" level(pg. 4). Further, HFPD's managerial efficiencies were judged "to operate with a high degree of efficiency and professional cooperation with the community and other private/public agencies(pg. 4)." The commission noted HFPD would be "capable of providing service" with current expected growth and population projections(pg. 3).

Since the publication of this review in 2/2005, the sphere of influence has evolved as follows:

- SMUD entered a contractual agreement with HFPD for provision of staff training, temporary emergency response, and specialized fire suppression and evacuation with SMUD paying for replacement of medical supplies and consumable equipment on 4/26/2005. Please refer to the attached letter, dated 2/21/2014 from SMUD's Assistant General Manager for Power Supply and Grid Operations, Mr. Paul Lau. Mr. Lau details the history, impacts on the community, and the annual monetary fee as well as describing the contractual agreement with HFPD that is in effect until 12/31/2016. This agreement serves to address the needs of SMUD's projects(Rancho Seco transmission yard and dismantled nuclear plant, Consumnes Power Plant(CPP), Rancho Seco Park, and the PV array, all located in the southeast area of the fire district. Station 88(all volunteer, unmanned station) is located approximately two miles from these properties.
- Emergency response time for basic medical and/or fire protection ranges from 30-45 minutes as evidenced by my daughter's former position as a lifeguard at Rancho Seco Park and our own medical emergencies in the past five years. I feel the response time is inadequate for a crisis such as a gas leak or other crisis requiring an immediate specialized care and evacuation. Further, HFPD relies on mutual aid from other area fire departments/CalFire for emergency transport, water/aerial fire suppression, and major alarm fires which further complicates the response time along with inadequate unpaved roads and restricted access points.
- The managerial structure of HFPD has been significantly changed in the past five years with the hiring of Chief Chris McGranahan and his management style. There has been a significant increase of paid staff and a significant decrease in Herald volunteer staff. According to the chief's report at the regular meeting on 2/19/2014, the majority of new volunteer recruits are out of the area. He was asked why the manned station 87 went unmanned on Sunday, 2/16/2014 and Monday, 2/17/2014 and he responded by stating "two employees had called in sick." In 2005, it was stated in the LAFco review that there was one full time paid staff, the chief who was on call 24/7 and a part time administrative assistant. Both stations were served by 25-30 firefighter volunteers,(pg. 4). It appears from the current monthly payroll report for paid staff to be approximately 11 full time firefighters including the chief, assistant chief, and administrative assistant , plus a part time administrative assistant were paid for a total of \$17,310.50. Approximately 60% of the paid salary went to administration.

- I believe the HFPD board has jeopardized the fiscal welfare of the district as evidenced by woefully inadequate implementation of standard accounting practices, decreasing the reserve account severely below the standard acceptable level: 10% of the operating budget, and the inability to keep and maintain records as noted by a Record Retention and Disposition Schedule policy, #3090, adopted in 2004 with a description of records/ disposition from the CPA Journal, 1987. HFPD has often received requests for checking account records from Farmers and Merchants Bank in Galt(formerly administered by Chief McGrannahan and Chairman Stigelmayer, from community members(including myself) with little success. This account was closed at the direction of the HFPD board in December, 2013 and entered into the county general fund. However, the community has been unable to ascertain the closing statement from this account. A four year audit of this account has been in process for several months.
- I feel the level of technology and training does not meet the required stipulations in the five rules of the HIPAA act in regard to handling confidential medical information. We have had three emergencies, one recent cardiac event where Medic Alert information was not provided to the emergency transport team. This resulted in a significant delay in providing the critical comprehensive information contained in this record needed for emergency treatment. I arrived at the hospital approximately an hour later with the attending nurse asking me for information contained in the photocopy given to HFPD rescue staff. Luckily, my husband didn't sustain any permanent damage due to the delay in medical intervention.

As a result of the aforementioned personal concerns, I am respectfully requesting a LAFco review of HFPD to evaluate managerial as well as operational procedures. Please note emphasis should be placed on appropriate staffing, training, specialized equipment, current level of apparatus and equipment inventories and repair logs, as well as the appropriate implementation of a records and disposition schedule along with application of standard accounting practices.



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SACRAMENTO LOCAL AGENCY
FORMATION COMMISSION

February 21, 2014
AGM/PS&GO 14-05

Darlene Westphal
Herald Community Member
13654 Clay East Rd.
Herald, CA 95638

Dear Ms. Westphal:

This letter responds to the questions you sent to SMUD Director Bui-Thompson on January 25, 2014. Your primary interest appears to be finding out the impact that protecting Cosumnes Power Plant (CPP) and Rancho Seco Park has on the limited resources of the Herald Fire Protection District (HFPD), and the level of support SMUD provides to HFPD in return for that service. You also want to generally understand SMUD's relationship with HFPD and how the Rancho Seco facilities affect the surrounding community. As explained in more detail below, SMUD has built a solid working relationship with HFPD. HFPD is paid a significant amount for its services to Rancho Seco, and the CPP plant and Park staffs frequently coordinate with HFPD to ensure the firefighters have the technical training and support necessary to make sure they can serve effectively and safely as emergency responders to these important facilities. SMUD has also invested more than \$1,000,000 to bring noise and vibration levels from the CPP into compliance with the controlling standard.

Fire Protection Service

Funding

SMUD and HFPD have been partners for decades. In the early 1990s, SMUD maintained its own fire brigade onsite. But when decommissioning of the Rancho Seco Nuclear Generating Facility had made sufficient progress that an onsite brigade was no longer necessary, SMUD and HFPD executed the current service agreement, under which HFPD provides fire service and first aid. In 2005, the CPP was added to the agreement's service area, in exchange for which SMUD paid \$23,000. SMUD also makes annual payments that increase each year to account for inflation, and are currently at approximately \$17,000. In addition, HFPD is reimbursed for "any reasonable costs associated with supplies expended or equipment lost or retained by SMUD in the course of rendering assistance."

As you noted, local residents pay a \$150 annual fee to the Department of Forestry and Fire Protection (Cal Fire). This fee is levied against habitable structures (i.e., residential dwellings) in areas where the State holds primary financial responsibility for preventing

and suppressing fires. SMUD does not pay this \$150 fee because HFPD, not Cal Fire, is responsible for responding to fires at Rancho Seco. In addition, there are no habitable structures at Rancho Seco.

Coordination, Training, and Resources

HFPD has access to all components of the Rancho Seco facilities. SMUD provides annual training to HFPD and plant staff to ensure they have the technical expertise to work around and protect all of the specialized equipment onsite. This training includes but is not limited to high angle rescue, confined space entry, chemical spill response and fire suppression. Examples include controlled burn training sessions at the Rancho Seco Dam and unannounced emergency response drills. SMUD has also requested HFPD to train staff at the CPP on the safe use of fire extinguishers. The training helps CPP staff address incipient fires so they do not grow to the point where a full emergency response from HFPD is necessary. These training sessions not only provide technical expertise, but also give HFPD and plant staff the opportunity to work together as part of functioning team, which will help improve coordination if an actual response becomes necessary.

Rancho Seco Park and CPP staffs have detailed, specific Incident Response protocols that include designation of an onsite Incident Commander. In case of an emergency, the Incident Commander will be in charge of implementing the protocols and will work closely with the HFPD Fire Chief to ensure an effective, safe coordinated response. In addition, the CPP and the rest of the Rancho Seco facilities have sophisticated automatic fire detection and suppression systems designed to protect plant personnel and equipment, and to prevent fires from spreading.

Regarding resources, besides the specialized equipment made available to HFPD, SMUD gives access to Rancho Seco water for use in emergencies. During the last few years, HFPD has used this water to fill tanker trucks and a helicopter that made aerial releases to suppress a local grass fire. Rancho Seco and HFPD also provide mutual aid in the event of emergencies.

Evacuation Plans and Non-fire Emergencies

It is highly unlikely that an emergency event inside the Park or at the CPP would require an offsite evacuation. However, as a safety precaution, the Herald Fire Station has been designated as an evacuation assembly point and recovery control station. SMUD also provides semi-annual training to emergency response and local government officials each year, once at the Cosumnes Community Services District Fire Department's Training Facility and once at the Vic Fazio Yolo Bypass Wildlife Area Headquarters. The training includes discussion of the appropriate methodology for establishing evacuation zones and setting up assembly points.

One of your questions concerned explosions from natural gas. SMUD's natural gas pipeline stretches from the City of Winters to four power plants in Sacramento County, including the CPP. Because the pipeline is linear and extends for 76 miles, there is no single evacuation point. If an explosion or other emergency were to occur, the evacuation radius would vary

dramatically depending on the size of the event, weather conditions (wind strength and direction), population density in the affected area, and other factors.

Although SMUD used to maintain a siren emergency notification system, it was deactivated in the early 1990s. The system was no longer needed after the Rancho Seco Nuclear Generating Station ceased operation, which substantially reduced the chances of an emergency at Ranch Seco that could trigger an evacuation or affect areas offsite.

Rancho Seco and the Local Community

You also noted complaints by neighbors directly south of the CPP concerning noise and vibration during peak generation. During commissioning of the CPP in 2006 and 2007, SMUD received several such complaints. As a result, SMUD completed a noise survey of the area and developed a project to reduce noise levels. After quantifying the levels, SMUD hired Atco Noise Management to design and install appropriate noise reducing equipment. The equipment was installed between November 2006 and February 2007 at a cost of more than \$1,000,000. After installation, a second survey was conducted in March 2007 and the results were submitted to the California Energy Commission. All noise levels were found to be in compliance with the conditions of certification in the plant's license.

Photovoltaic Arrays

SMUD has maintained six Photovoltaic (PV) arrays at Rancho Seco. Arrays 1-4 and 6 were decommissioned and removed because they had become obsolete. Several of the arrays were becoming a safety issue. As part of the decommissioning, the site was fully remediated and the equipment was removed and either recycled, donated or disposed of in compliance with governing regulations. The remaining area was graded for drainage and covered in rock to preserve it and prevent erosion. Array 5 remains in service.

Relationship of Organizations Onsite

The Sacramento Municipal Utility District Financing Authority owns the CPP and has retained a contractor (Wood Group) to operate the plant. SMUD has also retained a contractor to operate and maintain the park facilities. SMUD oversees the activities of the contract operators.

If you would like further information, please feel free to contact me at (916) 732-6252 or by email at paul.lau@smud.org.

Sincerely,



Paul Lau
Assistant General Manager
Power Supply & Grid Operations

