



**Local Agency
Formation Commission
of Santa Clara County**

777 North First Street
Suite 410
San Jose, CA 95112

SantaClaraLAFCO.org

Commissioners

Sylvia Arenas
Jim Beall
Rosemary Kamei
Yoriko Kishimoto
Otto Lee
Susan Vicklund Wilson
Vacant

Alternate Commissioners

Helen Chapman
Cindy Chavez
Russ Melton
Terry Trumbull
Vacant

Executive Officer
Neelima Palacherla

**REGULAR MEETING
FEBRUARY 1, 2023 ▪ 1:15 PM
AGENDA**

Chairperson: Susan Vicklund Wilson

***** BY VIRTUAL TELECONFERENCE ONLY *****

Pursuant to Government Code section 54953(e), this meeting will be held by teleconference only due to the COVID-19 state of emergency. No physical location will be available for this meeting. However, members of the public will be able to access and participate in the meeting as noted below.

PUBLIC ACCESS AND PUBLIC COMMENT INSTRUCTIONS

PUBLIC ACCESS

Members of the public may access and watch a livestream of the meeting on Zoom at <https://sccgov-org.zoom.us/j/91286416371>. Alternately, the public may listen in to the meeting by dialing (669) 900-6833 and entering **Meeting ID 91286416371#** when prompted.

WRITTEN PUBLIC COMMENTS may be submitted by email to LAFCO@ceo.sccgov.org. Written comments will be distributed to the Commission as quickly as possible. Please note that documents may take up to 24 hours to be posted to the agenda on the LAFCO website.

SPOKEN PUBLIC COMMENTS will be accepted through the teleconference meeting. To address the Commission, click on the link <https://sccgov-org.zoom.us/j/91286416371> to access the Zoom-based meeting.

1. You will be asked to enter an email address and name. We request that you identify yourself by name as this will be visible online and will be used to notify you that it is your turn to speak.
2. When the Chairperson calls for the item on which you wish to speak, click on “raise hand” icon. The Clerk will activate and unmute speakers in turn. Speakers will be notified shortly before they are called to speak. (Call in attendees press *9 to request to speak, and *6 to unmute when prompted.)
3. When called, please limit your remarks to the time limit allotted.

NOTICE TO THE PUBLIC

1. Pursuant to Government Code §84308, no LAFCO commissioner shall accept, solicit, or direct a contribution of more than \$250 from any party, or his/her agent; or any participant or his /or her agent, while a LAFCO proceeding is pending, and for three months following the date a final decision is rendered by LAFCO. Prior to rendering a decision on a LAFCO proceeding, any LAFCO commissioner who received a contribution of more than \$250 within the preceding 12 months from a party or participant shall disclose that fact on the record of the proceeding. If a commissioner receives a contribution which would otherwise require disqualification returns the contribution within 30 days of knowing about the contribution and the proceeding, the commissioner shall be permitted to participate in the proceeding. A party to a LAFCO proceeding shall disclose on the record of the proceeding any contribution of more than \$250 within the preceding 12 months by the party, or his or her agent, to a LAFCO commissioner. For forms, visit the LAFCO website at www.santaclaralafco.org. No party, or his or her agent and no participant, or his or her agent, shall make a contribution of more than \$250 to any LAFCO commissioner during the proceeding or for 3 months following the date a final decision is rendered by LAFCO.
2. Pursuant to Government Code Sections 56100.1, 56300, 56700.1, 57009 and 81000 et seq., any person or combination of persons who directly or indirectly contribute(s) a total of \$1,000 or more or expend(s) a total of \$1,000 or more in support of or in opposition to specified LAFCO proposals or proceedings, which generally include proposed reorganizations or changes of organization, may be required to comply with the disclosure requirements of the Political Reform Act (See also, Section 84250 et seq.). These requirements contain provisions for making disclosures of contributions and expenditures at specified intervals. More information on the scope of the required disclosures is available at the web site of the FPPC: www.fppc.ca.gov. Questions regarding FPPC material, including FPPC forms, should be directed to the FPPC's advice line at 1-866-ASK-FPPC (1-866-275-3772).
3. Pursuant to Government Code §56300(c), LAFCO adopted lobbying disclosure requirements which require that any person or entity lobbying the Commission or Executive Officer in regard to an application before LAFCO must file a declaration prior to the hearing on the LAFCO application or at the time of the hearing if that is the initial contact. In addition to submitting a declaration, any lobbyist speaking at the LAFCO hearing must so identify themselves as lobbyists and identify on the record the name of the person or entity making payment to them. Additionally, every applicant shall file a declaration under penalty of perjury listing all lobbyists that they have hired to influence the action taken by LAFCO on their application. For forms, visit the LAFCO website at www.santaclaralafco.org.
4. Any disclosable public records related to an open session item on the agenda and distributed to all or a majority of the Commissioners less than 72 hours prior to that meeting are available for public inspection at the LAFCO Office, 777 North First Street, Suite 410, San Jose, California, during normal business hours. (Government Code §54957.5.)
5. In compliance with the Americans with Disabilities Act, those requiring accommodation for this meeting should notify the LAFCO Clerk 24 hours prior to the meeting at (408) 993-4705.

1. ROLL CALL

2. LAFCO MEMBERSHIP CHANGES

For Information Only

3. PUBLIC COMMENTS

This portion of the meeting provides an opportunity for members of the public to address the Commission on matters not on the agenda, provided that the subject matter is within the jurisdiction of the Commission. No action may be taken on off-agenda items unless authorized by law. Speakers are limited to THREE minutes. All statements that require a response will be referred to staff for reply in writing.

4. APPROVE CONSENT CALENDAR

The Consent Calendar includes Agenda Items marked with an asterisk (*). The Commission may add to or remove agenda items from the Consent Calendar. All items that remain on the Consent Calendar are voted on in one motion. If an item is approved on the Consent Calendar, the specific action recommended by staff is adopted. Members of the public who wish to address the Commission on Consent Calendar items should comment under this item.

***5. APPROVE MINUTES OF DECEMBER 7, 2022 LAFCO MEETING**

***6. RESOLUTION 2023-01 ALLOWING FOR VIDEO AND TELECONFERENCE MEETINGS DURING COVID-19 STATE OF EMERGENCY UNDER GC §54953(e)**

Recommended Action: Adopt Resolution No. 2023-01 allowing for video and teleconferencing meetings during COVID-19 State of Emergency under GC §54953(e).

PUBLIC HEARING

7. GILROY URBAN SERVICE AREA AMENDMENT 2021 (WREN INVESTORS & HEWELL)

Recommended Action: Continue the public hearing on the Gilroy Urban Service Area Amendment 2021 (Wren Investors & Hewell) to the April 5, 2023 LAFCO Meeting at the request of LAFCO staff.

ITEMS FOR ACTION / INFORMATION

8. GUEST SPEAKER – LAFCO’S PAST, PRESENT, AND FUTURE

For Information Only

9. **APPOINTMENT OF 2023 LAFCO CHAIRPERSON AND VICE-CHAIRPERSON**
Recommended Action: Appoint the 2023 Chairperson and Vice-Chairperson at the April 5, 2023 LAFCO meeting to allow for LAFCO to have a fully seated Commission.
10. **UPDATE ON COUNTYWIDE FIRE SERVICE REVIEW**
Recommended Action: Accept report and provide direction, as necessary.
11. **FINANCE COMMITTEE FOR FISCAL YEAR 2023-2024**
Recommended Action: Establish a committee composed of three commissioners to work with staff to develop and recommend the proposed FY 2023-2024 LAFCO work plan and budget for consideration by the full commission.
12. **INITIATE PROCESS TO SELECT AND APPOINT PUBLIC MEMBER AND ALTERNATE PUBLIC MEMBER DUE TO UPCOMING TERM EXPIRATION**
Recommended Action: Direct staff to initiate process in accordance with the LAFCO Bylaws that would enable the Commission to select and appoint a public member and an alternate public member at the April 5, 2023 LAFCO meeting.
13. **EXECUTIVE OFFICER'S REPORT**
Recommended Action: Accept report and provide direction, as necessary.
 - 13.1 **Update on LAFCO Clerk Recruitment**
 - 13.2 **Presentation on LAFCO to Leadership Sunnyvale**
 - 13.3 **Midpeninsula Regional Open Space District 50th Anniversary Partner Reception**
 - 13.4 **Special Districts Association Meeting**
14. **CALAFCO RELATED ACTIVITIES**
 - 14.1 **2023 CALAFCO Staff Workshop**
Recommended Action: Authorize staff to attend the 2023 CALAFCO Staff Workshop and authorize travel expenses funded by the LAFCO budget.
15. **PENDING APPLICATIONS / UPCOMING PROJECTS**
16. **COMMISSIONER REPORTS**
17. **NEWSPAPER ARTICLES / NEWSLETTERS**
 - CALAFCO Quarterly - December 2022
18. **WRITTEN CORRESPONDENCE**

CLOSED SESSION

19. PERFORMANCE EVALUATION

Public Employee Performance Evaluation (Government Code §54957)

Title: LAFCO Executive Officer

20. REPORT OUT OF CLOSED SESSION**21. ADJOURN**

Adjourn to the regular LAFCO meeting on April 5, 2023 at 1:15 PM in the Board of Supervisors' Chambers, 70 West Hedding Street, San Jose.



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ITEM # 2

Alternate Commissioners
Helen Chapman
Cindy Chavez
Russ Melton
Terry Trumbull
Vacant
Executive Officer
Neelima Palacherla

LAFCO MEETING: February 1, 2023

TO: LAFCO

**FROM: Neelima Palacherla, Executive Officer
Dunia Noel, Asst. Executive Officer**

SUBJECT: LAFCO MEMBERSHIP CHANGES

FOR INFORMATION ONLY

In January 2023, LAFCO welcomed four new commissioners, as discussed in greater detail below.

WELCOME NEW COMMISSIONERS

Sylvia Arenas (appointed by the Santa Clara County Board of Supervisors)

On January 10, 2023, the Santa Clara County Board of Supervisors appointed County Supervisor Arenas to serve as the regular member on LAFCO. Supervisor Arenas replaces Commissioner Mike Wasserman, whose term on the Santa Clara County Board of Supervisors ended in December 2022. Commissioner Arenas will complete Commissioner Wasserman’s remaining four-year term on LAFCO which is set to expire on May 31, 2026.

Otto Lee (appointed by the Santa Clara County Board of Supervisors)

On January 10, 2023, the Santa Clara County Board of Supervisors appointed County Supervisor Otto Lee to serve as the regular member on LAFCO. Supervisor Lee replaces Commissioner Susan Ellenberg. Commissioner Lee will complete Commissioner Ellenberg’s remaining four-year term on LAFCO which is set to expire in May 2026.

Rosemary Kamei (appointed by the City of San Jose)

In January 2023, the City of San Jose appointed Rosemary Kamei (Councilmember, City of San Jose) to serve as the regular member on LAFCO. Commissioner Kamei replaces Commissioner Sergio Jimenez (Councilmember, City of San Jose). Commissioner Kamei will complete Commissioner Jimenez’ remaining four-year term on LAFCO which is set to expire on May 31, 2024.

Jim Beall (appointed by the Santa Clara Valley Water District)

Independent special districts have two designated seats on LAFCO. By agreement amongst the districts, one seat is held by a board member of the Santa Clara Valley Water District and the other seat is appointed by the Independent Special District

Selection Committee. On January 24, 2023, the Santa Clara Valley Water District (SCVWD) appointed Jim Beall (Board Member, SCVWD) to serve as the regular member on LAFCO. Commissioner Beall replaces Commissioner LeZotte, whose term on the SCVWD Board of Directors ended in November 2022. Commissioner Beall will complete Commissioner LeZotte's remaining four-year term on LAFCO which is set to expire on May 31, 2023.

TWO REMAINING VACANCIES ON LAFCO

LAFCO currently has two vacant commissioner seats, as follow:

- Regular Member (to be appointed by the Santa Clara County Cities Selection Committee)
- Alternate Member (to be appointed by the City of San Jose)

Both the appointing bodies are expected to make their respective appointment to LAFCO within the next few weeks.

The Santa Clara County Cities Selection Committee was scheduled to consider and appoint a regular member to LAFCO on January 26, 2023. The Committee postponed its meeting to February 9, 2023 to allow all City/Town Councils and Mayors to be seated before making any new appointments to regional bodies, including LAFCO. As such, Alternate Commissioner Russ Melton (Councilmember, City of Sunnyvale) will serve as the regular member, until the vacancy is filled.

LAFCO ORIENTATION PROGRAM

LAFCO staff conducts an orientation program to educate incoming commissioners on the history and purpose of LAFCO, its State mandate, the role of commissioners and staff; and Santa Clara LAFCO's key planning boundaries, regulatory and planning tools, application review process, service reviews program, decision-making process, policies and procedures, outreach and collaboration efforts, and current/upcoming projects. Staff conducted an orientation session for Commissioner Lee on January 20, 2023. LAFCO staff is in the process of scheduling and holding orientation sessions for the remaining new commissioners.

OUTGOING COMMISSIONERS

We thank outgoing LAFCO Commissioners Constantine, Ellenberg, Jimenez, LeZotte, and Wasserman, and outgoing Alternate Commissioner Mahan for their service on LAFCO.



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ITEM # 5

Alternate Commissioners
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Executive Officer
Neelima Palacherla

**LAFCO MEETING MINUTES
WEDNESDAY, DECEMBER 7, 2022**

CALL TO ORDER

The meeting was called to order at 1:15 p.m.

Pursuant to the provisions of Government Code section 54953(e), this meeting was held by teleconference only.

1. ROLL CALL

The following commissioners were present:

- Chairperson Rich Constantine
- Commissioner Ellenberg
- Commissioner Yoriko Kishimoto
- Commissioner Mike Wasserman
- Commissioner Susan Vicklund Wilson
- Alternate Commissioner Helen Chapman (voting in place of Linda J. LeZotte whose term has ended)
- Alternate Commissioner Russ Melton
- Alternate Commissioner Terry Trumbull

The following commissioners were absent:

- Commissioner Sergio Jimenez
- Alternate Commissioner Cindy Chavez
- Alternate Commissioner Matt Mahan

The following staff members were present:

- Neelima Palacherla, LAFCO Executive Officer
- Dunia Noel, LAFCO Assistant Executive Officer
- Emmanuel Abello, Associate Analyst
- Mala Subramanian, LAFCO Counsel

2. PUBLIC COMMENTS

There were none.

exemplary public servant who knows her responsibilities on LAFCO. **Commissioner Wasserman** thanked Ms. LeZotte for her decades of service to diverse local government committees in the County. **Chairperson Constantine** expressed appreciation to Ms. LeZotte for her guidance and friendship starting when they worked at the City of San Jose.

Former Commissioner LeZotte expressed appreciation to the commissioners and to staff.

6. **WEST VALLEY SANITATION DISTRICT SOI AMENDMENT AND ANNEXATION 2022-01 (LINDA VISTA AVENUE)**

Dunia Noel, Senior Analyst, presented a brief report.

This being the time and place for the public hearing, **Chairperson Constantine** declared the public hearing open, noted that there are no speakers from the public, and closed the public hearing.

The Commission accepted:

CEQA Action

1. As Lead Agency under CEQA, determined that the proposal is categorically exempt from the provisions of CEQA pursuant to State CEQA Guidelines §15319 (a) & (b), and §15303(d).

Project Action

1. Approved amendment of the West Valley Sanitation District's sphere of influence (SOI) to include approximately 1.1 acres of land, Assessor Parcel Number 510-34-022, located at 19131 Linda Vista Avenue, as shown in Attachment A, and adopt SOI determinations.
2. Approved the annexation of approximately 1.1 acres of land, Assessor Parcel Number 510-34-022, located at 19131 Linda Vista Avenue, to the West Valley Sanitation District, as depicted in Attachment B (Exhibits A & B).
3. Waived protest proceedings pursuant to Government Code §56662(a).

Motion: Wasserman

Second: Ellenberg

AYES: Chapman, Constantine, Ellenberg, Kishimoto, Wasserman,
Vicklund Wilson

NOES: None

ABSTAIN: None

ABSENT: Jimenez

MOTION PASSED

7. **ANNUAL FINANCIAL AUDIT REPORT**

Sheldon Chavan, Chavan & Associates, LLP, presented LAFCO's Annual Financial Audit Report (June 30,2022).

Commissioner Wasserman indicated that all LAFCO audit reports have always been clean during the 12 years that he was on the Commission. He expressed appreciation to staff for keeping and producing the financial records that were used for the audit.

In response to **Chairperson Constantine**, Ms. Subramanian advised that LAFCO is not required to take action.

The Commission took no action.

8. UPDATE ON COUNTYWIDE FIRE SERVICE REVIEW

Dunia Noel, Senior Analyst, presented a brief report.

Commissioner Kishimoto indicated she is looking forward to the next Countywide Fire Service Review Technical Advisory Committee (TAC) meeting early next year and she noted the difficulty of working with different agencies across different systems and gathering data. She also indicated that as a Midpeninsula Regional Open Space District Board member, she is interested in the report's discussion on wildfire management and a regional approach to fire protection.

Commissioner Wasserman moved to accept the report.

The Commission accepted the report.

Motion: Wasserman

Second: Chapman

AYES: Chapman, Constantine, Ellenberg, Kishimoto, Wasserman,
Vicklund Wilson

NOES: None

ABSTAIN: None

ABSENT: Jimenez

MOTION PASSED

***9. CONSENT ITEM: ADOPTION OF AMENDMENT CONFLICT OF INTEREST CODE**

The Commission approved and adopted Resolution No. 2022-11 adopting LAFCO's amended Conflict of Interest Code.

***10. CONSENT ITEM: ADOPTION OF SCHEDULE OF 2023 LAFCO MEETINGS**

The Commission adopted the schedule of LAFCO meetings and application filing deadlines for 2023.

11. EXECUTIVE OFFICER'S REPORT

The Commission noted the report.

11.1 Update on LAFCO Clerk Recruitment

Ms. Noel reported that LAFCO had to request the County to add back into the Salary Ordinance the LAFCO Clerk position that was unintentionally deleted. She informed

that County staff is assisting in preparing the request which would go to the County Board of Supervisors in late January 2023.

In response to an inquiry by **Commissioner Ellenberg**, Ms. Noel informed the staff would have taken action to prevent the unintentional deletion of that position had the County informed staff that changes to the other positions would lead to deletion of another position. She added that since the deletion could not be undone, the Board of Supervisors would have to take action to add back that position. **Commissioner Ellenberg** stated that she would look into the matter as a County supervisor as she is concerned about the process and since it impacts LAFCO's ability to hire promptly.

***11.2 CONSENT ITEM: Letter on Notice of Preparation for County of Santa Clara Housing Element EIR**

***11.3 CONSENT ITEM: Santa Clara County Association of Planning Officials Meeting**

***11.4 CONSENT ITEM: Inter-Jurisdictional GIS Working Group**

***12. CONSENT ITEM: CALAFCO RELATED ACTIVITIES**

The Commission noted the report.

13. RESOLUTIONS OF COMMENDATION FOR OUTGOING LAFCO COMMISSIONERS

13.1 Chairperson Rich Constantine

Commissioner Wasserman read the Resolution of Commendation for Chairperson Constantine.

13.2 Taken Out-of-Order: Commission Linda J. LeZotte

13.3 Commissioner Mike Wasserman

Chairperson Constantine read the Resolution of Commendation for Commissioner Wasserman.

Commissioner Wasserman informed that it is refreshing to hear Chairperson Constantine's comments and thoughts at the LAFCO meetings as they provide a different perspective. **Chairperson Constantine** stated that he appreciates comments of Commissioner Wasserman and will miss the thoughtful and healthy debates. **Alternate Commissioner Chapman** acknowledged Chairperson Constantine's ability to run LAFCO meetings efficiently, and Commissioner Wasserman's uplifting sense of humor and attitude. **Commissioner Kishimoto** noted that Chairperson Constantine and Commissioner Wasserman brought a lot of energy to LAFCO and have worked for effective governance. **Alternate Commissioner Melton** agreed that Chairperson Constantine effectively managed LAFCO meetings, and he noted how he learned so much about the South County perspective from Commissioner Wasserman at one of LAFCO's workshops.

Commissioner Ellenberg likewise thanked Chairperson Constantine for his excellent chairmanship.

Chairperson Constantine and **Commissioner Wasserman** expressed their appreciation for the comments. **Chairperson Constantine** added that his success on LAFCO would not be possible had it not been for the staff.

***14. CONSENT ITEM: WRITTEN CORRESPONDENCE**

There were none.

15. COMMISSIONER REPORTS

Alternate Commissioner Chapman announced that the Santa Clara Valley Open Space Authority will celebrate its 30th Anniversary in 2023.

Commissioner Wasserman informed the that the County Board of Supervisors, with Commissioner Ellenberg as the Board President, will meet in-person at the Board of Supervisors Chambers in January 2023, and that LAFCO may also do the same in February.

15. CLOSED SESSION

The Commission adjourned to Closed Session at 2:06 p.m.

16. REPORT OUT OF CLOSED SESSION

Chairperson Constantine reconvened the meeting at 2:20 p.m. and stated that there is no reportable action from the Closed Session.

17. ADJOURN

The Commission adjourned at 2:23 p.m., to the next regular LAFCO meeting on February 1, 2023, at 1:15 p.m., in the Board of Supervisors' Chambers, 70 West Hedding Street, San Jose.

Approved on February 1, 2023.

_____, Chairperson
Local Agency Formation Commission of Santa Clara County

By: _____
Emmanuel Abello, LAFCO Clerk

RESOLUTION NO. 2023-01

**RESOLUTION ALLOWING FOR VIDEO AND
TELECONFERENCE MEETINGS DURING THE
COVID-19 STATE OF EMERGENCY UNDER GOVERNMENT CODE § 54953(e)**

WHEREAS, on March 4, 2020, the Governor of the State of California proclaimed a State of Emergency for COVID-19; and

WHEREAS, Government Code § 54953(e) allows the Commission to continue to meet virtually until such time as the Governor declares the State of Emergency due to COVID-19 over and measures to promote social distancing are no longer recommended; and

WHEREAS, on September 21, 2021, the Santa Clara County Health Officer recommended that public bodies continue to meet remotely to enhance safety at public meetings; and

WHEREAS, in light of this recommendation, the Commission desires for itself and for all other Commission legislative bodies that are subject to the Brown Act to continue to meet via video and/or teleconference; and

WHEREAS, pursuant to Government Code § 54953(e), the Commission will review the findings required to be made every 30 days or thereafter and shall not meet without making those continued findings.

NOW THEREFORE, the Commission does hereby resolve and finds on behalf of itself and all other Commission legislative bodies: (1) a state of emergency has been proclaimed by the Governor; (2) the state of emergency continues to directly impact the ability of the Commission’s legislative bodies to meet safely in person; and (3) local officials continue to recommend measures to promote social distancing.

PASSED AND ADOPTED by the Local Agency Formation Commission of Santa Clara County, on February 1, 2023 by the following vote:

- AYES:**
- NOES:**
- ABSENT:**
- ABSTAIN:**

Chairperson
LAFCO of Santa Clara County

ATTEST:

APPROVED AS TO FORM:

Emmanuel Abello, LAFCO Clerk

Malathy Subramanian, LAFCO Counsel



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ITEM # 7

Alternate Commissioners

Helen Chapman
Cindy Chavez
Russ Melton
Terry Trumbull
Vacant

Executive Officer

Neelima Palacherla

LAFCO MEETING: February 1, 2023

TO: LAFCO

**FROM: Neelima Palacherla, Executive Officer
Dunia Noel, Asst. Executive Officer**

**SUBJECT: GILROY URBAN SERVICE AREA AMENDMENT 2021
(WREN INVESTORS & HEWELL)**

STAFF RECOMMENDATION

Continue the public hearing on the Gilroy Urban Service Area Amendment 2021 (Wren Investors & Hewell) to the April 5, 2023 LAFCO Meeting at the request of LAFCO staff.

BACKGROUND

It was the intent to hold the Gilroy USA Amendment 2021 (Wren Investors & Hewell) public hearing at the February 1, 2023 LAFCO Meeting, as publicly noticed.

However, due to unforeseen illness and short staffing, LAFCO staff was unable to complete the staff report by Friday, February 24, 2023, as required.

Therefore, we would like to request that the Commission continue this item to the April 5, 2023 LAFCO Meeting. The staff report for the item would be published on the LAFCO website by March 15th, 21 days prior to the April 5, 2023 LAFCO Meeting.

We have informed the City of Gilroy and other interested parties about this delay.



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ITEM # 8

Alternate Commissioners
Helen Chapman
Cindy Chavez
Russ Melton
Terry Trumbull
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Executive Officer
Neelima Palacherla

LAFCO MEETING: February 1, 2023

TO: LAFCO

**FROM: Neelima Palacherla, Executive Officer
Dunia Noel, Asst. Executive Officer**

**SUBJECT: GUEST SPEAKER – LAFCO’S PAST, PRESENT, AND
FUTURE**

FOR INFORMATION ONLY

This month, LAFCO welcomed many new Commissioners. As part of LAFCO’s ongoing education program, we have invited Don Weden, retired Principal Planner for the County of Santa Clara, to make a presentation to the Commission. The presentation will cover the following:

- History of LAFCO and the origins of Urban Development Policy in Santa Clara County
- How LAFCO and the Countywide Urban Development Policies have shaped Santa Clara County
- Emerging trends: Challenges and opportunities for LAFCO

Don Weden was the Principal Planner for the Comprehensive Planning Section of the Santa Clara County Planning Office for many years prior to his retirement. During his 34 years with Santa Clara County Planning, he managed a wide array of planning studies, including the last comprehensive revision of the County’s General Plan.

Since his retirement, he has taken on the role of an unpaid community advisor and educator. Through his many PowerPoint presentations, he encourages local communities to prepare for the significant changes, challenges, and opportunities that will be coming our way in the years ahead – and that will greatly impact our lives and those of our children and future generations.

Among his various presentations have been: “Cities for All Ages”; “Winds of Change”; “Food and Farmlands in Santa Clara County”; “Change Growth and Planning: Envisioning Santa Clara County 3.0”; “That Was Then, This Is Now: Adapting to a New Era of Growth and Development in Santa Clara County”; “Urbanism After the Pandemic: Alternative Scenarios for Santa Clara County”; and “That Was Then, This Is Now: Intelligent Urbanism and San Mateo County’s Future.”

He was a guest speaker at LAFCO's Strategic Planning Workshop which was held in 2012. He also presented at the 2013 CALAFCO Conference and the 2008 CALAFCO Staff Workshop where he discussed the powerful demographic, environmental, and economic forces, including population growth, global warming, and the end of cheap oil, that are beginning to trigger what is likely to be a major re-examination of fundamental urban development policies throughout California; and why LAFCO's will matter more than ever.

He has been inducted into the Planner Emeritus Network of the California Chapter of the American Planning Association.



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ITEM # 9

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LAFCO MEETING: February 1, 2023

TO: LAFCO

**FROM: Neelima Palacherla, Executive Officer
Dunia Noel, Asst. Executive Officer
Emmanuel Abello, Associate Analyst**

**SUBJECT: APPOINTMENT OF 2023 LAFCO CHAIRPERSON AND
VICE-CHAIRPERSON**

STAFF RECOMMENDATION

Appoint the 2023 Chairperson and Vice-Chairperson at the April 5, 2023 LAFCO meeting to allow for LAFCO to have a fully seated Commission.

BACKGROUND

Pursuant to the LAFCO Bylaws, the rotation schedule for Chairperson and Vice Chairperson is as follows unless otherwise determined by the Commission:

- Cities member
- County member
- San Jose member
- Special Districts member
- County member
- Public member
- Special Districts member

However, the Commission has deviated from the adopted chair rotation schedule in the past to allow new commissioners adequate time to gain knowledge and experience on LAFCO matters, before serving as LAFCO Chairperson.

Appointment of the LAFCO Chairperson and Vice-Chairperson is typically made on a calendar year basis, usually at the December LAFCO meeting. The appointment of a 2023 Chairperson and Vice-Chairperson was delayed to the February 1, 2023 LAFCO Meeting to allow for LAFCO to have a fully seated Commission.

It is now anticipated that LAFCO will have all commissioners seated by the April 5, 2023 LAFCO Meeting. Provisionally, long-serving Commissioner Susan Vicklund Wilson will serve as Chairperson.



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ITEM # 10

Alternate Commissioners

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Executive Officer

Neelima Palacherla

LAFCO MEETING: February 1, 2023

TO: LAFCO

**FROM: Neelima Palacherla, Executive Officer
Dunia Noel, Asst. Executive Officer**

SUBJECT: UPDATE ON COUNTYWIDE FIRE SERVICE REVIEW

STAFF RECOMMENDATION

Accept report and provide direction, as necessary.

COUNTYWIDE FIRE SERVICE REVIEW

The report provides a summary of the service review related work that has been completed since the December 7, 2022 LAFCO meeting and the anticipated next steps.

AGENCY DATA VERIFICATION AND PRELIMINARY FINDINGS UNDERWAY

AP Triton (LAFCO’s Consultant) is in the process of preparing profiles for affected agencies and has begun sending each affected agency their draft profile for final verification. AP Triton will soon begin using the verified profiles to conduct their analysis, prepare preliminary findings, and start developing their Draft Service Review Report.

UPCOMING TAC MEETING TO DISCUSS PRELIMINARY FINDINGS

AP Triton will present their preliminary findings to the Technical Advisory Committee (TAC) at its next meeting, which is scheduled for Friday, February 17, 2023 at 1 PM via Zoom Teleconference. A meeting agenda and materials will be available on the LAFCO website prior to the meeting date.

The TAC meets periodically to receive updates and provide expertise and advise on the Countywide Fire Service Review. Current members are as follows:

- Commissioners Yoriko Kishimoto and Susan Vicklund Wilson, appointed by LAFCO
- Suwanna Kerdkaew (Fire Chief, Santa Clara County Central Fire Protection District), Ruben Torres (Fire Chief, City of Santa Clara Fire Department), Jim

Wyatt (Fire Chief, City of Gilroy Fire Department), all appointed by Santa Clara County Fire Chiefs' Association

- James Lindsay (City Manager, City of Saratoga), Christina Turner (City Manager, City of Morgan Hill), and Ed Shikada (City Manager, City of Palo Alto), all appointed by the Santa Clara County/Cities Managers' Association

NEXT STEPS

As reported in December 2022, LAFCO staff and AP Triton have jointly agreed on a revised schedule that includes the following remaining key steps and timeline:

- Service providers validate agency profiles compiled by consultant: January - February 2023
- Consultant prepares preliminary findings and presents them to LAFCO staff and TAC: February
- Consultant prepares Draft Service Review Report: February - Early May
- LAFCO releases Draft Report for public review and comment: May
- Community workshops on Draft Report: Late May - June
- LAFCO public hearing on Draft Report: Early August
- LAFCO releases Revised Draft Report for public review and comment: Late August 2023
- LAFCO public hearing to adopt Final Report: Early October
- Publication of Adopted Final Report: October

The LAFCO's Countywide Fire Service Review webpage has been updated to reflect the revised project schedule and continues to serve as the main resource for information on this important project. Staff will continue to provide the Commission with updates on this project as it progresses.



Local Agency
Formation Commission
of Santa Clara County
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SantaClaraLAFCO.org

Commissioners
Sylvia Arenas
Jim Beall
Rosemary Kamei
Yoriko Kishimoto
Otto Lee
Susan Vicklund Wilson
Vacant

ITEM # 11

Alternate Commissioners
Helen Chapman
Cindy Chavez
Russ Melton
Terry Trumbull
Vacant
Executive Officer
Neelima Palacherla

LAFCO MEETING: February 1, 2023

TO: LAFCO

**FROM: Neelima Palacherla, Executive Officer
Dunia Noel, Asst. Executive Officer
Emmanuel Abello, Associate Analyst**

SUBJECT: FINANCE COMMITTEE FOR FISCAL YEAR 2023-2024

STAFF RECOMMENDATION

Establish a committee composed of three commissioners to work with staff to develop and recommend the proposed FY 2023-2024 LAFCO work plan and budget for consideration by the full commission.

BACKGROUND

The LAFCO Finance Committee will discuss budget related issues and work with staff to develop the FY 2023-2024 work plan and budget for the full Commission’s consideration and adoption. The time commitment for commissioners serving on this committee would be limited to 2 or 3 meetings, between the months of February and May.

The Fiscal Year 2023 Finance Committee was composed of Commissioners Sergio Jimenez and Gary Kremen, and Alternate Commissioner Russ Melton.

The Cortese Knox Hertzberg Local Government Reorganization Act of 2000 (CKH Act) requires LAFCO, as an independent agency, to annually adopt a draft budget by May 1 and a final budget by June 15 at noticed public hearings.



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Vacant

Executive Officer
Neelima Palacherla

LAFCO MEETING: February 1, 2023

TO: LAFCO

**FROM: Neelima Palacherla, Executive Officer
Dunia Noel, Asst. Executive Officer**

**SUBJECT: Initiate Process to Select and Appoint Public Member and
Alternate Public Member Due to Upcoming Term Expiration**

STAFF RECOMMENDATION

Direct staff to initiate process in accordance with the LAFCO Bylaws that would enable the Commission to select and appoint a public member and an alternate public member at the April 5, 2023 LAFCO meeting.

BACKGROUND

Santa Clara LAFCO Composition

Santa Clara LAFCO is a seven-member Commission. Pursuant to Government Code §56327, the Commission is composed of:

- Two County Supervisors, appointed by the Board of Supervisors
- One San Jose Council Member, appointed by the San Jose City Council
- One Council Member from any of the other 14 cities, appointed by the Cities Selection Committee
- Two Board Members from independent special districts, one appointed by the Independent Special District Selection Committee; and by agreement amongst the districts, one appointed by the Santa Clara Valley Water District
- One representing the general public, appointed by the above six members of the Commission

These bodies each also appoint an alternate member to serve and vote in place of the regular member who is absent or who disqualifies himself or herself from participating in a commission meeting.

CURRENT PUBLIC MEMBER AND ALTERNATE PUBLIC MEMBER TERMS ON LAFCO WILL EXPIRE ON MAY 31, 2023

Commissioner Susan Vicklund Wilson currently serves as the Public Member and her 4-year term on LAFCO will expire on May 31, 2023. Alternate Commissioner Terry Trumbull currently serves as Alternate Public Member and his 4-year term on LAFCO will expire on May 31, 2023.

Commissioner Vicklund Wilson was selected through an interview process by LAFCO in 1995 to serve as the public member. The Commission has reappointed her to the position in 1999, 2003, 2007, 2011, 2015, and 2019. Commissioner Vicklund Wilson has informed that she will not seek another term on LAFCO.

Alternate Commissioner Trumbull was selected through an interview process by LAFCO in 2003. The Commission has reappointed him to the position in 2007, 2011, 2015, and 2019. Alternate Commissioner Trumbull has informed that he is interested in continuing to serve on the Commission.

PROCESS TO SELECT AND APPOINT PUBLIC MEMBER AND ALTERNATE PUBLIC MEMBER

Following their action to reappoint the public and alternate public member in 2019, the Commission directed staff to develop policies that would require a formal outreach and recruitment process to fill the public member and alternate public member positions in the future, in order to improve transparency and help promote public interest and participation in LAFCO.

At the June 5, 2019 LAFCO meeting, the Commission amended the LAFCO Bylaws to include Policies on Selection and Appointment of Public Member and Alternate Public Member (**Attachment A**).

The process for selection and appointment of the public member and alternate public member will therefore be conducted in accordance with the current LAFCO Bylaws.

As required in the LAFCO Bylaws, staff will prepare a notice announcing the upcoming vacancies for the public member and the alternate public member and seek applications to fill the vacancies. The notice will be posted on the LAFCO website and provided to each local agency within the county and to interested parties. Interested applicants must submit a resume and letter of interest outlining their reasons for wanting to serve as a member of the Commission within the application filing period established in the notice. The current public member and alternate public member are eligible to apply. The Commission will conduct a group interview of potential candidates for the positions at the April 5, 2023 LAFCO meeting, using questions prepared beforehand. At the close of the group interviews, the Commission will by majority vote, appoint a public member and alternate public member.

Public Member Provisions

There are specific criteria in State Law and LAFCO Bylaws that apply to the public member and alternate public member positions. Pursuant to Government Code §56331, the public member and alternate public member shall not be an officer or employee of the county or any city or district with territory in the county. The appointees shall be Santa Clara County residents and pursuant to Government Code §56327(d), the public member and alternate public member shall not be a resident of a city which is already represented on the commission. Additionally, the appointees shall not concurrently hold any elected or appointed office with a local government agency that makes or informs land use decisions while serving on the commission.

NEXT STEPS

LAFCO staff will prepare and post the notice of vacancy for the public member and alternate public member as specified in the LAFCO Bylaws by the end of February 2023. Interested applicants must submit the required application materials to LAFCO staff within two weeks after the posting. Applications received by the specified deadline, along with draft interview questions, will be provided to the Commission as part of the April 5, 2023 LAFCO meeting agenda packet. The Commission will interview the candidates and will, by majority vote, appoint a public member and alternate public member.

ATTACHMENT

Attachment A: Policies on Selection and Appointment of Public Member and Alternate Public Member (excerpted from LAFCO Bylaws)

2.2. SELECTION / APPOINTMENT OF COMMISSIONERS

- e. Public Member. The other six commissioners shall appoint one public member and one alternate public member to serve on the commission. Pursuant to Government Code §56327(d), each appointee shall not be a resident of a city which is already represented on the commission. The appointees shall be Santa Clara County residents; and not currently an officer or employee of the county or any city or district with territory in the county. The appointees shall also not concurrently hold any elected or appointed office with a local government agency that makes or informs land use decisions while serving on the Commission.

The appointment of the public member and/or alternate public member shall be made in accordance with the following procedures:

- i. The LAFCO Executive Officer shall notify the Commission in advance of the public member's and alternate public member's term expiration or when such seat(s) becomes vacant.
- ii. The LAFCO Executive Officer shall prepare a notice announcing the vacancy on the Commission and seeking applications to fill the vacancy.
- iii. The notice shall be posted on the LAFCO website and provided to each local agency within the county and to interested parties.
- iv. Among other things, the notice shall include information on the mission of LAFCO, and responsibilities of a LAFCO commissioner; and indicate the application filing period and submittal requirements.
- v. Interested applicants shall be required to submit a resume and a letter of interest outlining their reasons for wanting to serve as a member of the Commission.
- vi. The current public member and alternate public member shall be eligible to apply for an upcoming vacancy of the public member and/or the alternate public member positions.
- vii. The Commission shall not appoint someone to fill a vacancy until at least 21 days after the posting of the notice.
- viii. The Commission shall review applicants' resumes and letters of interest and shall conduct a group interview of the candidates at the next available LAFCO meeting, using questions prepared beforehand.
- ix. At the close of the group interview, the Commission shall by majority vote, appoint a public member and/or an alternate public member.



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Susan Vicklund Wilson
Vacant

ITEM #13

Alternate Commissioners
Helen Chapman
Cindy Chavez
Russ Melton
Terry Trumbull
Vacant
Executive Officer
Neelima Palacherla

LAFCO MEETING: February 1, 2023

TO: LAFCO

**FROM: Neelima Palacherla, Executive Officer
Dunia Noel, Asst. Executive Officer**

SUBJECT: EXECUTIVE OFFICER'S REPORT

STAFF RECOMMENDATION

Accept reports and provide direction, as necessary.

13.1 UPDATE ON LAFCO CLERK RECRUITMENT

At the December 2022 LAFCO meeting, LAFCO staff reported that before staff can begin the LAFCO Clerk recruitment process, LAFCO must first request and receive approval from the County Board of Supervisors to delete one vacant LAFCO Analyst/Associate LAFCO Analyst position and add one LAFCO Clerk position in the LAFCO. LAFCO staff also reported that County of Executive staff would be assisting LAFCO in completing this process. On January 24, 2023, the County Board of Supervisors preliminarily adopted a salary ordinance approving said request and scheduled the final adoption of the ordinance for the February 7, 2023 County Board of Supervisors Meeting.

As staff reported earlier, the recruitment process is anticipated to take up to 3 months to complete, as there are many steps involved in the process, particularly since this is the first time that a recruitment will be held for this unique classification.

13.2 PRESENTATION ON LAFCO TO LEADERSHIP SUNNYVALE

At the invitation of Tara Martin-Milius (Executive Director of Leadership Sunnyvale and former LAFCO Commissioner), EO Palacherla and Asst. EO Noel gave a presentation on Santa Clara LAFCO to Leadership Sunnyvale on December 9, 2022, as part of their program curriculum on special districts and LAFCO. The 30-minute presentation included an overview of LAFCO and a discussion on how LAFCO's work to steer growth to areas where urban services can be delivered efficiently and to protect farmland and open space benefits the whole county. See **Attachment A** for letter of appreciation from Leadership Sunnyvale.

13.3 MIDPENINSULA REGIONAL OPEN SPACE DISTRICT 50TH ANNIVERSARY PARTNER RECEPTION

EO Palacherla attended the Midpeninsula Regional Open Space District's 50th Anniversary Partner Reception on December 1, 2022 at the District's new Administrative Office. Commissioner Kishimoto, who also serves on MROSD's Board of Directors, also attended. The reception was held to recognize the important work that the District and its partners do as a community, commemorate past accomplishments, build excitement around future projects, and acknowledge many of the people who help bring the District's mission to fruition.

13.4 SPECIAL DISTRICTS ASSOCIATION MEETING

Commissioner Kishimoto, Alternate Commissioner Chapman, and EO Palacherla attended the December 5, 2022 quarterly meeting of the Santa Clara County Special Districts Association (SDA) which was held by video conference.

EO Palacherla provided updates on various LAFCO activities, including LAFCO's Countywide Fire Service Review. The meeting also included a guest presentation from Cole Arreola-Karr (Federal Advocacy Director, National Special Districts Coalition).

Meeting attendees, including various district staff and board members, field staff for various state legislators, and a representative of the California Special Districts Association provided reports and shared information on current projects or issues of interest. The next meeting is scheduled for March 6, 2023.

ATTACHMENT

Attachment A: Letter from Leadership Sunnyvale re. Leadership Sunnyvale Special Districts Day (December 12, 2022)



December 12, 2022

Neelima Palacherla
Executive Officer
LAFCO

Noel Dunia, AICP
Assistant Executive Officer
LAFCO

Re: Special Services Day

Hi, Neelima and Noel,

Thank you so much for, once again, speaking to our Leadership Sunnyvale cohort about LAFCO. Your presentation was very much appreciated. LAFCO is such an important part of our area, and the contribution to our region is largely unseen and unknown. You opened windows into governance.

It was lovely that you could participate through digital means. We were a little glitchy getting started so thanks for your patience as well. Your time and effort to talk to our class is very much appreciated.

Our purpose in Leadership Sunnyvale is to build capacity for responsible and effective community leaders at all levels. The information you shared helped to inform the group of the many ways districts work with municipalities and other entities to serve the diverse needs of our region.

Thank you for your participation in making Special Districts Day a big success!

A handwritten signature in black ink that reads "Tara Martin-Milius". The signature is written in a cursive style and is positioned above a horizontal line.

Tara Martin-Milius
Executive Director



408-733-5778 Home Office
408-691-9894 Cell
www.LeadershipSunnyvale.org



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Vacant

ITEM # 14

Alternate Commissioners
Helen Chapman
Cindy Chavez
Russ Melton
Terry Trumbull
Vacant
Executive Officer
Neelima Palacherla

LAFCO MEETING: February 1, 2023
TO: LAFCO
**FROM: Neelima Palacherla, Executive Officer
Dunia Noel, Asst. Executive Officer
Emmanuel Abello, Associate Analyst**
SUBJECT: CALAFCO RELATED ACTIVITIES

14.1 2023 CALAFCO STAFF WORKSHOP

Recommendation

Authorize staff to attend the 2023 CALAFCO Staff Workshop and authorize travel expenses funded by the LAFCO budget.

Discussion

The CALAFCO Annual Staff Workshop is scheduled for April 26-28, 2023, in Murphys, CA at the Ironside Vineyards.

The workshop provides an opportunity for staff to gain and share knowledge about some of the best practices used by LAFCOs to address various issues facing local agencies across the state. The LAFCO Budget for Fiscal Year 2023 includes funds for staff to attend the Workshop. Additional information on the Workshop will be provided to the Commission once it becomes available.



BOARDROOM Brief

OCTOBER found us in Newport Beach for the annual conference, the regional elections on October 20th, and the October 21st Board meeting.

Regional elections saw a return of all directors except for Directors Blake Inscore (Northern) and Daron McDaniel (Central), who chose not to run again. Our sincere thanks to them for their service and many contributions to CALAFCO.

Taking their places are new Directors, Tom Cooley, our new city member for the Northern Region (Plumas), and Rodrigo Espinosa, the new County rep for the Central Region (Merced). Welcome!

With the elections completed, the CALAFCO Board members for the next year are:

Central:

Rodrigo Espinosa (Merced)
Gay Jones (Sacramento)
Anita Paque (Calaveras) and
Daniel Parra (Fresno)

Coastal:

Chris Lopez (Monterey)
Mike McGill (Contra Costa)
Margie Mohler (Napa) and
Shane Stark (Santa Barbara)

Northern:

Bill Connelly (Butte),
Tom Cooley (Plumas)
Debra Lake (Humboldt) and
Josh Susman (Nevada)

Southern:

Mike Kelley (Imperial),
Jo MacKenzie (San Diego)
Derek McGregor (Orange) and
Acquanetta Warren (San Bernardino)

(Continued on page 5)



New Gold Associate

Thank you to RSG, Inc. for upgrading to a Gold Membership!

RSG performs fiscal and reorganizational studies for LAFCOs and applicants with the goal of

(Continued on page 8)

CELEBRATING EXTRAORDINARY!



Left to Right: Don Saylor (Yolo), Carolyn Emery (Orange), Christine Crawford (Yolo), and Amanda Ross (Southfork Consulting) and Erica Sanchez (El Dorado)

On October 20, 2021, CALAFCO held its much anticipated Achievement Awards Dinner in the glittering Pacific Ballroom at the Hyatt Regency John Wayne hotel in Newport Beach, California. The prestigious awards are given annually as a way of highlighting exceptional people or projects that have advanced the principles and goals of the Cortese-Knox-Hertzberg Act over the past year.

Honoring extraordinary efforts, the awards begin as nominations submitted by members from among eight categories. Those nominations then undergo a thorough consideration by the Achievement Awards Committee, with the final award recipients unveiled during the Awards Dinner at the annual conference.

CALAFCO wishes to extend congratulations to this year's phenomenal winners:

- ◆ *Outstanding Commissioner:*
DON SAYLOR (Yolo)
- ◆ *Outstanding LAFCo Professional:*
CAROLYN EMERY (Orange)
- ◆ *Mike Gotch Excellence in Public Service Award for Innovation (two-way tie) between:*
CHRISTINE CRAWFORD (Yolo),
and the dynamic duo of **ERICA SANCHEZ (El Dorado)** and **AMANDA ROSS (South Fork Consulting, LLC).**

Congratulations to all!



A Message from the
Executive Director

Whirlwind Journey

There is something about December that soothes my soul. Maybe it's the changing weather, the holiday sights and sounds, the children oozing with excitement, or maybe it is just knowing that the upcoming change of years allows a little downtime and an opportunity to reflect, rejuvenate, and regrow. That is particularly true this year as December also marks my tenth month as the CALAFCO Executive Director. It has been a bit of a whirlwind journey, but I have been SO glad to have you all by my side.

With the disruption of the pandemic, it's no wonder that the last two years have been challenging for CALAFCO – as with many nonprofits across the country. However, the experience caused us not only to re-examine how we conduct business but to streamline some areas. While it was a painful period, we survived, adjusted, and even developed some new offerings – all in spite of the global conditions.

Then, just when we thought we were normalizing, the year took a bumpy turn due to a spike in COVID-19 cases. That not only forced the cancellation of the spring workshop but also transferred some of its financial obligations to the fall conference. However, despite that, we ended up hosting a successful and well-received conference. Simply put, that success is due to the army of volunteers who assisted in the planning, the presentations, the staffing, and the fundraising that all helped get us there. Because of those combined efforts, we actually made a small profit of approximately \$5,000 on the conference – something I did not think possible back in May. Truly an astounding success, this was a stellar example of the teamwork that made the dream work! Thank you to everyone who offered a helping hand to make it work. (I don't dare try to name you all for fear of missing someone!)

But, that's behind us and we are already looking forward to building on that success in 2023. Of course, we have our next Staff Workshop planned for April 26th-28th in Murphys, California. The planning committee is currently being formed and we will, again, need many hands. Please contact Michelle McIntyre if you would like to help out. Similarly, if you have an idea for a session, please send that to Michelle and me as soon as possible so that the committee has ample time to consider it. Emails to Michelle should be sent to mmcintyre@placer.ca.gov while those to me should go to rlaroche@calafco.org. Look for a flyer for that workshop to go out in January.

Other things expected to occur in 2023 are the selection of a new accountant for CALAFCO, and the build-out of a new website. The need to identify a new accountant rose in June of this year when Jim Gladfelter, our current C.P.A., informed us that he is partially retiring and will no longer be preparing tax returns after this year. Since that preparation is a substantial portion of what he does for CALAFCO, the Board approved an RFP seeking a new accountant with nonprofit expertise. That RFP was issued on December 11th and is currently open. The RFP was transmitted to the EOs who, in turn, have distributed it to their networks and I'm pleased to report

(Continued on page 7)

FROM THE BOARD CHAIR



Dear CALAFCO members,

As the newly elected Board Chair, let me first say how honored and proud I am to have been selected as your Board Chair. I have always recognized the importance of the work that LAFCos do and, by extension, the importance of the support that CALAFCO provides.

Secondly, I want to offer my sincere thanks to my fellow Board members who elected me to this position. Your trust is appreciated and I, of course, will always do my best to be a thoughtful leader and good steward for CALAFCO.

And, lastly, I want to take a moment to recognize Anita Paque, our former Board Chair, for her leadership. While all of the Board positions come at the expense of one's time, the Board Chair position is more intense, so thank you, Anita, for your service to the Association during a difficult year!

As we close the door on 2022, I want to wish Happy Holidays to everyone. I look forward to a rewarding 2023 at CALAFCO!

Bill Connelly



CONFERENCE CANDIDS

Newport Beach, October, 2022



FAREWELL to Two Contra Costa LAFCo Commissioners - Rob Schroder and Tom Butt

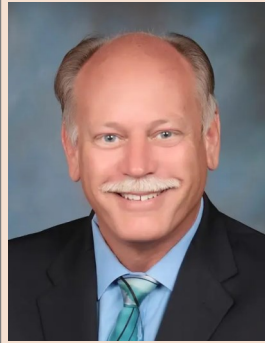
Submitted by Contra Costa LAFCo

Following 20 years as a Contra Costa LAFCo Commissioner, six years as Martinez City Council member, and 20 years as Mayor of the City of Martinez, Rob Schroder is retiring. During his tenure, Rob served on various committees and regional government agencies and boards, including the Contra Costa Transportation Authority (CCTA) (22 years), Central Contra Costa Identification Bureau (19 years), Marin Clean Energy (MCE) (3 years), and was an active member of the Contra Costa Mayors Conference. Commissioner Schroder began his LAFCo career in 2003 and is currently one of our longest serving Commissioners. During Rob's tenure, LAFCo processed 330 applications, including four district formations and seven district dissolutions, and most recently, a large fire district reorganization. LAFCo also completed 1st and 2nd round municipal service reviews (MSRs)/sphere of influence (SOI) updates covering all municipal services.

Commissioner Schroder attended many CALAFCO conferences and says "serving as a LAFCo commissioner gave me an opportunity to understand the relationship between various governmental agencies and how the services they provide intertwine and rely on each other. The MSR process, although confusing when we first started the process many years ago, became a valuable tool in analyzing the efficient delivery of service and identifying deficiencies, areas, and entities that need to be improved or dissolved. Being a LAFCo commissioner made me a better Mayor with the knowledge of the annexation process and the efficient delivery of services."

Following nearly 12 years as a LAFCo Commissioner, 27 years as City of

(Continued on page 6)



IN MEMORIAM

It is with sadness that we report the passing of Riverside LAFCo Commissioner, Phil Williams, on November 20th.

Commissioner Williams was a Special District Member from the Elsinore Valley Municipal Water District and had served on that board since 2001. He was also a local real estate broker and lifelong resident of Lake Elsinore.

Known for his servant heart, he worked tirelessly with local, state, and federal agencies on behalf of his community.

CALAFCO sends its condolences to our colleagues at Riverside LAFCo and to Commissioner Williams' family and friends.



NEW Roles

BRIAN SPAUNHURST, New Fresno EO

Departing EO, David Fey, reported that Brian Spaunhurst was appointed in late May as his replacement. Somehow Brian got missed in the August newsletter but we are rectifying that omission now! Brian has thrown himself into the role and CALAFCO, and has attended the conference (where he could be seen serving time at the registration desk), and has also volunteered to serve on the Legislative Committee. Welcome aboard, Brian!

SHIVA FRENTZEN Appointed El Dorado EO

El Dorado LAFCo reported that its commission took action on September 28th to appoint Shiva Frentzen as Executive Officer. If Shiva's name is familiar, it's because she was previously an El Dorado LAFCo Commissioner who served on the CALAFCO Board of Directors. Welcome (again),

(Continued on page 8)



BOARDROOM

(Continued from page 1)

The new members were seated during the October 21st meeting, followed by the election of the following Executive Officers:

- Bill Connelly** (Chair)
- Margie Mohler** (Vice Chair)
- Acquanetta Warren** (Treasurer)
- Daniel Parra** (Secretary)

With **Anita Paque** rotating into the Immediate Past Chair position. Thank you to all for your service!

With those changes, the first "regular" Board meeting occurred on **December 9, 2022**, with Chair Connelly at the helm. At that time, the Board chose committee members for the new year (staff members for the Leg Committee had been appointed on October 21st.) Committees and members are:

LEGISLATIVE COMMITTEE

Board Appointees - Bill Connelly, Gay Jones, Mike Kelley, Chris Lopez, Jo Mackenzie, Mike McGill, Margie Mohler, Anita Paque, Daniel Parra and Josh Susman.

Staff Voting Members - Clark Alsop, Gary Bell, Mark Bramfitt, Scott Browne, Carolyn Emery, Steve Lucas, Kai Luoma, Jennifer Stephenson, and Gary Thompson.

Staff Alternates - Rob Fitzroy, Paula Graf, Joe Serrano, and Paula de Sousa.

Advisory - Tara Bravo, Crystal Craig, Brandon Fender, Sara Lytle-Pinhey, Priscilla Mumpower, Erica Sanchez, Jim Simon, and Luis Tapia.

ACHIEVEMENT AWARDS COMMITTEE

Mike Kelley, Debra Lake, Margie Mohler, Anita Paque, and Shane Stark.

ELECTIONS COMMITTEE

Rodrigo Espinosa, Chris Lopez, Derek McGregor, and Josh Susman.

Continued in next column

CONFERENCE PLANNING COMMITTEE

Gay Jones, Derek McGregor, Margie Mohler, Anita Paque (Chair), and Josh Susman.

Other matters on the Board's December 9th agenda included receipt of the Investment and Financial Reports for the First Quarter, adoption of the Board's meeting schedule for the next year, approval of an RFP for Accounting Services, and receipt of the Conflict of Interest forms, Legislative Committee report, and Conference Overview.

Speaking of the conference, we must express thanks and gratitude to Paul Novak (Los Angeles) and Carolyn Emery (Orange), for their extraordinary fundraising. Because of their efforts, the conference posted a small profit of approximately \$5,000 - despite the nearly \$32,000 in additional fees that we were obligated to pay due to the cancellation of the spring workshop. Hopefully, we can keep these efforts going next year!!

The last item of the meeting was a closed session evaluation of the Executive Director's (ED) performance. At it's conclusion, the Board announced that the term of the ED's employment contract was extended to June 30, 2026, that they had formally approved a 4.9% cost of living increase (the allocation for which had been approved in April with the adopted budget) and, due to security concerns at the current CALAFCO office, approved the ED working remotely from any location, subject to approval by the Executive Committee. For full particulars of public items, please see the agenda packet.

The biennial Strategic Planning session is scheduled for February 16th at the Sacramento offices of Best & Krieger located at 500 Capitol Mall. The Board meeting will be held the next day (February 17th) at the same location.

All agendas, staff reports, and minutes can be found on the CALAFCO website at www.calafco.org. Any questions should be directed to the Executive Director at rlaroc@calafco.org.



CONTRA COSTA FAREWELLS

(Continued from page 4)

Richmond Council member, and the past eight years as the City's Mayor, Tom Butt is retiring. Tom served on multiple boards and committees including MCE, CCTA, San Francisco Bay Conservation and Development Commission, West Contra Costa Transportation Advisory Committee, Association of Bay Area Governments, US Conference of Mayors, Climate Mayors, League of California Cities, and was an active member of the Contra Costa Mayors Conference. Commissioner Butt notes that these regional and statewide appointments have been critical in bringing many benefits to the community including hundreds of millions of dollars in grants, public works projects, legislation, and a seat at the larger table. During Tom's tenure, LAFCo processed 95 applications, including numerous boundary changes/reorganizations, five dissolutions, and most recently, a large fire district reorganization and an out of agency service contract for fire services. During Commissioner Butt's tenure, LAFCo completed 1st and 2nd round MSR/SOI updates covering all municipal services.

In 2019, both commissioners shared in receipt of CALAFCO's "Most Effective Commission" award. Contra Costa LAFCo Commissioners were recognized for their leadership, diligence, and endeavors to promote healthy and sustainable local agencies. Since 2010, Contra Costa LAFCo Commissioners assisted three special districts to improve their operations and transparency, encouraged several districts to revise its governance structure, reorganized one special district, and dissolved four special districts.

Congratulations and best wishes to Commissioners Schroder and Butt for their valuable and dedicated service to their communities and to Contra Costa LAFCo!

ALAMEDA CONDUCTS MEASURE D STUDY

Submitted By Rachel Jones, Executive Officer, Alameda LAFCo

Alameda LAFCo recently conducted a special study regarding ballot Measure D that was passed in November of 2000 and did the following:

- Amending the County's Urban Growth Boundary
- Increasing restrictions on building intensity, minimum parcel sizes and permitted uses in rural areas of the County
- Establishing that all County planning policies and zoning regulations must be consistent with provisions of Measure D, and
- Mandating that any changes to the land use designations, building intensity or minimum parcel sizes as established by Measure D be subject to a new vote of the County electorate

The study's purposes were to review how Measure D has affected agricultural and open space lands and the surrounding communities, and to consider how implementation of Measure D has or has not met its own LAFCo policies pertaining to agriculture and open space. The study found that since the measure's passing, the agricultural and equestrian communities of Alameda County argue that the strict square footage limitations hinders their business performance. Alameda LAFCo recommended proposed amendments to the County to allow equestrian centers, greenhouses and wineries more flexibility in their building plans.

This November, Alameda County voters approved the recommended amendments on Measure D, or the "Save Agriculture and Open Space Lands" initiative, that aimed at increasing profits for agriculture business while simultaneously preserving the county's open land.

For more information see: <https://dailycal.org/2022/10/31/preserve-open-land-alameda-county-to-vote-on-amended-measure-d>

**Upcoming
EVENTS** 



2023 STAFF WORKSHOP
April 26 - 28, 2023

Learn technical topics in a scenic setting! Don't miss the Staff Workshop to be held on the beautiful grounds of Ironstone Vineyards in Murphys, California.

2023 ANNUAL CONFERENCE
October 18-20, 2023

Hyatt Regency Hotel, Monterey, California



CALAFCO U explores topics of interest to LAFcos and are offered at no cost to our members.

Feb. 23, 2023: *The Dirty Dozen: Things I Wish I Knew About The Act*

BOARD MEETINGS:

- Feb. 16, 2023** (Strategic Planning) **LOCATION: Sacramento**
- Feb. 17, 2023** **LOCATION: Sacramento**
- Apr. 21, 2023** **LOCATION: Virtual**
- Jul. 14, 2023** **LOCATION: Virtual**
- Oct. 20, 2023** **LOCATION: Monterey**
- Dec. 1, 2023** **LOCATION: Virtual**

LEGISLATIVE COMMITTEE MEETINGS:

- Jan. 13, 2023** **LOCATION: Virtual (9 AM)**
- Feb. 24, 2023** **LOCATION: Sacramento (10 AM)**
- Mar. 31, 2023** **LOCATION: Virtual (9 AM)**
- May. 5, 2023** **LOCATION: Virtual (9 AM)**
- Jun. 16, 2023** **LOCATION: San Diego (10 AM)**
- Jul. 28, 2023** **LOCATION: Virtual, as needed (9 AM)**
- Aug. 25, 2023** **LOCATION: Virtual, as needed (9 AM)**
- Nov. 3, 2023** **LOCATION: Virtual, as needed (9 AM)**
- Dec. 8, 2023** **LOCATION: Virtual, as needed (9 AM)**

ED WHIRLWIND

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that we've already begun fielding questions from potential bidders.

The second large administrative undertaking for 2023 will be the website. We have known since March of this year that the platform on which our website has been built is being retired. So far, our vendor has been able to keep the website functioning at an increasing cost. However, the underlying computer language that it uses will not be supported at all after November, 2023. Given that we have no choice but to rebuild the website, it presents the ideal opportunity to upgrade it to an Association Management System (AMS) which will provide more features to the membership, while reducing some of the repetitive administrative things that Jeni does behind the scenes. We are currently in the process of comparing costs and features between available AMS systems and hope to be able to bring something before the Board in the first part of 2023.

While that's a lot, we're also planning for the Fall Conference. Our October event was so successful that I have already begun hearing from sponsors who are interested in the Monterey conference.

Beyond that administrative matrix, we also foresee a busy year for the Legislative Committee who will be working through some of the back-end things needed to get the GC 56133 proposal moving. Now that our new White Paper has been published ("Planning for a Sustainable and Predictable Future: Clarifying LAFco Authority to Determine Government Code Section 56133(e) Exemption Eligibility"), we can begin the process of reaching out to stakeholders.

Lastly, I am pleased to report that at its December 9th meeting, the Board approved an extension to my employment contract through June 30, 2026. I am gratified beyond measure at the faith they, and you, have placed in me and I hope to continue to be worthy of it in the years to come.

Hopefully, you can tell that I am exhilarated by the opportunities and prospects before us. While the year has been a bumpy one, it has led to good friendships, great partnerships, and the start of some wonderful things. I call that a winning year!

Happy Holidays to each of you! May the season ahead bring you love and laughter. May the year to come bring you prosperity and contentment. Happy New Year, everyone!!



CONNECTIONS

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Shiva!

J.D. HIGHTOWER takes the EO rein in San Joaquin

J.D. Hightower has taken the EO reins in San Joaquin. Jim Glaser hung around for a month or two to assist with the transition (and even made an appearance at the conference) but is looking forward to indulging in some traveling.

Welcome aboard, J.D.!

KRIS BERRY now with San Benito

Kris Berry has reported that she has accepted a contract to be San Benito's EO. This makes the second LAFCo in Kris' belt, as she is also EO for Amador LAFCo. Looks like lots of travel is in Kris' future. Congratulations, Kris!

STEVE ENGFER appointed Interim EO in Mariposa

Long-time EO, Sarah Williams, has retired after

33 years with Mariposa County. In her place, the Board of Supervisors has appointed Assistant Planning Director Steve Engfer as both the Interim Planning Director and the Interim LAFCo EO. Welcome, Steve!

LORI ZINN hired as San Diego's new Clerk/Analyst

San Diego LAFCo is pleased to welcome Lori Zinn who joined them as their new Clerk/Analyst. Her first day there was October 24th. Congratulations, Lori!

STEPHANIE PRATT welcomed as Marin Clerk/Jr. Analyst

In August, Marin welcomed Stephanie Pratt to the LAFCo family. She comes to Marin from the private sector so is learning not just about LAFCo but the public sector. Hang in there, Stephanie, and welcome!

Congratulations to you all!

RSG, Inc. Continued from page 1

establishing a factual, transparent and credible basis for our clients to make informed decisions. RSG prepared Placer LAFCo's comprehensive fiscal analysis for the 2017 incorporation proposal for Olympic Valley, the preliminary feasibility studies for a 2018 incorporation in Malaga (Fresno County), as well as several reorganization proposals and municipal service reviews.

To learn more about RSG, Inc, visit their website at www.webrsg.com or contact Jim Simon at: jsimon@webrsg.com.

Associate Member SPOTLIGHT



CITY OF RANCHO MIRAGE

Located in the geographic center of the Coachella Valley, Rancho Mirage enjoys sunshine nearly every day with clean air. Resort living, superb dining, outdoor recreation, cultural and business opportunities all contribute to a superior quality of life.

To learn more about the City of Rancho Mirage, visit their website at: <https://ranchomirageca.gov/>



QK (formerly Quad Knopf) provides planning, engineering, biology, environmental, and survey services to public and private clients. Our planners have previous experience working for public agencies, including serving as LAFCo Analysts. We specialize in the San Joaquin Valley and Sacramento Valley regions.

To learn more about QK visit their website at www.qkinc.com, or contact Trevor Stearns at tstearns@qkinc.com

All information is provided by the Associate upon joining the Association. All Associate Member information can be found in the CALAFCO Member Directory.

CALAFCO wishes to thank all of our Associate Members for their ongoing support and partnership. We look forward to highlighting other Associate Members in future Newsletters.