

MEMORANDUM

DATE: October 3, 2022

TO: Member LAFCo Executive Officers
CALAFCO Associate Members

FROM: Rene' LaRoche, Executive Director

RE: **CALAFCO 2022 Annual Business Meeting Notice and Agenda**

NOTICE

Please note that the Annual Meeting of the California Association of Local Agency Formation Commissions is scheduled to occur on the following date and place:

DATE: Thursday, October 20, 2022
TIME: 9:15 a.m.
LOCATION: The Hyatt Regency John Wayne Airport
4545 MacArthur Blvd
Newport Beach, CA 92660.

The Annual Meeting will be preceded by Regional Caucuses at 8:00 a.m. for the purpose of electing members to the Board of Directors.

For your convenience, you will find the agenda for the Annual Meeting attached. You may also access it in the Members section of the Association website located at www.calafco.org.

At this time, all Member LAFCos have designated in writing their voting delegate. The complete list of voting delegates can be found in the Members section of the website and will be available at the conference.

Thank you for sharing and discussing this information with your Commission. Please contact me with questions or for additional information.

CALAFCO 2022 Annual Meeting

Thursday, October 20, 2022

REGIONAL CAUCUSES

8:00 a.m. to 9:00 a.m.

ANNUAL MEETING

9:15 a.m. to 10:35 a.m.

**Hyatt Regency John Wayne Airport
4545 MacArthur Blvd, Newport Beach, CA 92660
Pacific Ballroom**

ANNUAL MEETING AGENDA

1. Call to Order/Roll Call of Member LAFcos Anita Paque, Chair
2. Approve Minutes from the October 27, 2021 CALAFCO Business Meeting, which was held virtually
3. Introduction of Board Members elected by regional caucuses Jo MacKenzie
Elections Committee Chair
4. Election for any at-large seats to the Board of Directors Jo MacKenzie
Elections Committee Chair
 - 4.1. Nominations from the Floor
 - 4.2. Candidates Forum
 - 4.3. Voting Process
5. Introduction of Associate Members René LaRoche, Executive Director
6. Report from the Board of Directors on Significant Association activities over the last year Executive Board Members
7. New Business
8. Announcements/Comments

Adjourn to the 2023 Annual Business Meeting, Thursday, October 19, 2023, at the Hyatt Regency Hotel in Monterey, CA.



Association of Local Agency Formation Commissions

2021 Annual Business Meeting

Meeting of October 7, 2021 (held via Zoom)

DRAFT MINUTES

1. Call to Order/Roll Call

Michael Kelley, Chair of the CALAFCO Board of Directors, called the meeting to order at 9:11 a.m. and led the membership in the pledge of allegiance. He asked Pamela Miller, CALAFCO Executive Director to call roll. The following CALAFCO Member LAFcos were in attendance for roll call:

Alameda	Marin	San Bernardino
Butte	Mendocino	San Diego
Calaveras	Merced	San Luis Obispo
Contra Costa	Monterey	San Mateo
Del Norte	Napa	Santa Barbara
El Dorado	Nevada	Santa Cruz
Humboldt	Orange	Stanislaus
Imperial	Placer	Trinity
Kings	Riverside	Tulare
Los Angeles	Sacramento	Ventura
Madera	San Benito	Yolo

With 33 member LAFcos in attendance, a quorum was established.

2. Approve Minutes from the October 31, 2019 CALAFCO Business Meeting at the Hyatt Regency, Sacramento, CA

Upon a motion from Napa LAFCo and seconded by Monterey LAFCo, the October 31, 2019 Business Meeting minutes were unanimously approved.

3. Introduction of Board Members elected by e-ballot

Elections Committee Chair Gay Jones congratulated all newly elected and re-elected Board members and thanked everyone who ran for office. She also noted and thanked Election Committee members. She announced the newly elected/re-elected members of the Board of Directors as follows:

SOUTHERN REGION	CENTRAL REGION
Jo MacKenzie, District (San Diego)	Anita Paque, Public (Calaveras)
Michael Kelley, County (Imperial)	Daniel Parra, City (Fresno)
COASTAL REGION	NORTHERN REGION
Shane Stark, Public (Santa Barbara)	Debra Lake, District (Humboldt)
Margie Mohler, City (Napa)	Bill Connelly, County (Butte)

Chair Michael Kelley congratulated the new board members.

4. Election for any at-large seats to the Board of Directors

There were no open seats.

5. Acknowledgement of Associate Members

ED Miller recognized the Gold Members and Silver Members by name and thanked them for all the support and efforts behind the scenes, sponsoring, etc. at the Annual Conferences and Staff Workshop and throughout the year.

6. Report from the Board of Directors on significant Association activities for 2020-21

Chair Michael Kelley noted CALAFCO's 50th anniversary and noted the Executive Director is producing a very special 50th anniversary edition of The Sphere to be published soon and he looks forward to seeing each other in person next year to celebrate 50 + 1. The Board held a strategic planning session earlier this year and subsequently adopted the 2-year strategic plan with key strategic areas remaining the same.

The Chair also described the successful transition of the Executive Director and Administrator to employees to comply with AB 5. He also noted the transition of the Executive Director who after over 9 years is retiring at the end of the year.

He listed many additional accomplishments during the past year, many of which provide a solid foundation for the coming year and beyond:

- New format of the Annual Report published in February;
- Board elections successfully held virtually over the past two years;
- Revised and improved the Achievement Awards program;
- Comprehensive review and update of organizational policies;
- Successful transition of educational offerings to virtual format;
- A full and successful legislative year; and
- The Association ended the last fiscal year financially strong which provides a good foundation for the current year.

Chair Michael Kelley turned the report over to Treasurer Margie Mohler.

Treasurer Mohler provided the CALAFCO Financial update. Sharing, once again, CALAFCO earned the Guide Star Exchange Platinum Seal in recognition of transparency and completeness in documentation as a non-profit. The Board continues to manage the financial resources of the Association closely and does its due diligence in reviewing financial reports in detail at every meeting. She noted unlike any other year, last fiscal year CALAFCO had to sustain itself through member dues, net balance carryover and savings realized in operational expenses. No other revenue was available as there was no Staff Workshop or Conference. Despite the revenue shortfall, CALAFCO ended the fiscal year with a net balance of almost \$70,000 which will help us this year.

Last month the Board unanimously decided to cancel the Conference for several reasons including the low registration numbers and the potential financial loss of over \$33,000. This year's adopted budget had revenue for a Conference and presumed all 58 LAFCo's would remain members. The loss of Kern LAFCo and the Annual Conference means unrealized revenue must be covered using the net balance. While we are no longer using the Conference net profit to balance the budget, there is a 15% net profit built into the event (pursuant to policy) that we will not see this year.

Treasurer Mohler noted for the first time, CALAFCO adopted a 2-year rolling budget and budgeted revenue exceeded budgeted expenses, so our deficit has been closed. She was also happy to report the FY 2021-22 budget reflects a 2.1% reduction in operating costs from last year, and next year a 0.2% reduction in operating costs from this year. The Board and staff are working hard to continue to be responsible fiscal agents. The current adopted budget stands at \$509,582.

Treasurer Mohler turned the report over to Secretary Bill Connelly for Education, Member Relations & Communication.

Secretary Bill Connelly highlighted the importance of CALAFCO's educational opportunities as its primary mission. The past two years have challenged CALAFCO in ways not seen before. Two years in a row the Staff Workshop and Annual Conference had to be cancelled, so we pivoted and began providing educational sessions virtually as webinars. Between August-

December 2020, six webinars were offered with about 280 attendees, plus another six webinars so far in 2021. Four more are scheduled this year we expect to far exceed last year's attendance. We are pleased to continue bringing these webinars to our members at no cost and have now started seeking sponsors for the webinars which will allow us to continue that practice. All sessions are accredited by the American Planning Association to provide AICP credits for certified planners.

The Association runs 8 list serves: Executive Officer, Legal Counsel, Clerks, Analysts, and 1 for each of the 4 regions that consists of the 4 Board members of that region and the Executive Officers. The CALAFCO website continues to be a great resource with nearly 59,000 webpage views and this year to date we have 16% higher traffic on the site. We continue to update the most frequently used sections of the CALAFCO website as part of the strategic plan.

Quarterly Reports from the Executive Director and Board are done after each Board meeting, updating the membership on all of the Board's actions and the Association's activities. The Annual Report format has been updated and we look forward to publishing another report in January 2022.

For the first time, this year we conducted a survey of our Associate Members to better understand the value of our partnership and are exploring ways to enhance that value. We look forward to building on that work in the months to come. Our Executive Director continues to visit LAFCo's virtually as a way to stay connected. We look forward to continuing to bring you high quality and value added educational offerings and providing open, transparent and timely communication with all our members.

Secretary Connelly turned the Board reports over to Vice Chair Anita Paque for the legislative update.

Vice Chair Anita Paque thanked the Legislative Committee (Committee) members for their hard work and responsiveness. CALAFCO continues to be a sought-after resource to legislative committees, members and staff, and to state agencies. This year, more than in past years, CALAFCO has been called on to work with legislators, their staff, and stakeholders in crafting amendments to bills. CALAFCO staff has done a large amount of negotiation on current and potential legislation, beginning last November and continuing today. We were involved in negotiating significant amendments on 7 legislative proposals or bills. The Committee ended the year tracking 33 bills (9 more than last year), sponsored an Omnibus bill, took formal positions on 13 bills and created a record 4 subcommittees to work on the more challenging bills:

- The Omnibus bill was signed into law with a record 13 items in it. Six of the proposals came from member LAFCo's and seven came from the protest provisions rewrite working group.
- AB 1195 – a bill that dealt with drinking water specifically in the Los Angeles area and created the So LA County Human Rights to Water Collaboration Act. CALAFCO proposed a host of special expanded authority for LA LAFCo as a pilot program that made it into print but the bill stalled in the Senate and is now a 2-year bill. We will no doubt be actively involved with it again in 2022.
- SB 403 – a drinking water consolidation bill. CALAFCO negotiated several key amendments to the bill that allowed us to move from Oppose unless amended to a Neutral position. We continue to beat the drum for the Legislature to conduct an oversight hearing on the mandatory consolidation process. This is another 2-year bill that we anticipate being active on again next year.
- As a result of CALAFCO requested amendments, LAFCo's are now specifically noted as an eligible entity to participate in regional climate networks as created through AB 897. We are hopeful the bill will move forward in 2022.

The Committee is already getting to work on the 2022 legislative year that will include an Omnibus bill, working on the extension of services 56133 proposal and finishing up the work of the protest provision rewrite working group. Vice Chair Paque encouraged everyone to build relationships at the local level with their state legislators and stay connected with them. Informing and educating is our primary mission. It takes the entire village and there is growing power in our collective voice.

Chair Michael Kelley commended the Board and staff for its hard work. He thanked his local Imperial LAFCo for supporting him as Chair. He also thanked all the volunteers, Regional Officers, Counsel Clark Alsop, CPA Jim Gladfelter, Administrator Jeni Tickler and especially Executive Director Pamela Miller for how hard she works and what a dynamic individual she is, noting CALAFCO would not be where we are today without her. He shared how much he enjoyed his tenure as Chair and thanked everyone.

7. New Business

There was none.

8. Presentation of Annual Achievement Awards

The following achievement awards were awarded:

- Outstanding CALAFCO Associate Member – Planwest Partners
- Outstanding Commissioner – Olin Woods, Yolo LAFCo
- Outstanding LAFCo Professional – Crystal Craig, Riverside LAFCo
- Mike Gotch Excellence in Public Service – Ag protection/sprawl – Napa LAFCo
- Mike Gotch Excellence in Public Service – Innovation – Yolo LAFCo
- Lifetime Achievement Award – Jerry Gladbach, Los Angeles LAFCo

Chair Michael Kelley presented a plaque and resolution to Pamela Miller celebrating her 9 years of efforts as Executive Director and dedication to CALAFCO before her upcoming retirement.

9. Comments from CALAFCO Members

Jerry Gladbach thanked CALAFCO for his award and expressed his appreciation.

10. Announcements

There were none.

Adjournment

Chair Kelley adjourned the meeting at 10:19 a.m. to the 2022 Annual Business Meeting on Thursday, October 20, 2022, at 9:00 a.m. at the Hyatt Regency Newport Beach John Wayne Airport, CA.