

To: Olin Woods, Chair, and Members of the
Yolo County Local Agency Formation Commission

From: Christine Crawford, Executive Officer

Date: January 23, 2012

Subject: Status – Executive Officer Orientation Plan

Recommendation

Discuss and provide staff direction as appropriate.

Background

As the Commission is already aware, the new Executive Officer has extensive background in land use planning and does not have direct experience working within a LAFCo agency. The Commission requested staff to prepare an orientation plan to bring the Executive Officer up to speed on LAFCo issues as quickly and efficiently as possible. A tentative orientation plan is outlined below for Commission discussion and direction as appropriate. Staff will finalize the orientation plan based on Commission direction and complete it over the next 90 days.

Orientation Completed

November 18, 2011 Attended Yolo County Shared Services Meeting (as discussed at the December 12, 2011 LAFCo Commission Meeting).

December 16, 2011 Attended “YM2” the Yolo Managers’ monthly meeting attended by all four City Managers and the County Administrative Officer (ongoing monthly meetings).

COMMISSIONERS

*★ Public Member Olin Woods, Chair ★
★ County Member Matt Rexroad, Vice Chair ★
★ City Members Stephen Souza, Skip Davies ★ County Member Don Saylor ★*

ALTERNATE COMMISSIONERS

★ Public Member Robert Ramming ★ City Member Bill Kristoff ★ County Member Jim Provenza ★

STAFF

*★ Executive Officer Christine M. Crawford, AICP ★ Assistant Executive Officer Elisa Carvalho ★
★ Commission Clerk Terri Tuck ★ Commission Counsel Robyn Truitt Drivon ★*

- January 3, 2012 Orientation with Joyce Crosthwaite and her Orange County LAFCo staff. Discussed current issues for LAFCOs statewide, their shared services model and approach to disadvantaged unincorporated communities.
- January 3, 2012 Orientation meeting with Paul Novak from Los Angeles LAFCo. A 'meet and greet' to discuss getting up to speed as a new LAFCO Executive Officer.
- January 4, 2012 Meeting with Kathleen Rollings-McDonald from San Bernardino LAFCo. Discussed trends and comparative issues in our respective counties, relationships and tone between LAFCo and cities/special districts.
- January 11, 2012 Meeting with Marcus Neuvert, County GIS, for overview of LAFCo data available in GIS system.
- January 12, 2012 Meeting with David Morrison, County Planning. Overview of projects requiring future LAFCo involvement and coordination on a policy for SB 244 "Unincorporated Disadvantaged Communities".

In Process

Meeting individually with all LAFCo Commissioners regarding any issues, priorities, communication, etc. Meetings with Commissioners Woods, Rexroad, Davies and Saylor have been completed and Commissioner Souza's is forthcoming. Staff anticipates scheduling periodic 'check-in' meetings as appropriate.

Meeting with City Managers from all four cities to discuss shared services, any LAFCo projects/issues and getting feedback on improving the relationship with LAFCo, etc. Meetings with Toby Ross (West Sacramento), John Donlevy Jr. (Winters), Steve Pinkerton (Davis) and Patrick Blacklock (Yolo County) have been completed and Kevin O'Rourke (Woodland) is scheduled for January 24th.

Upcoming Orientation/Training Opportunities

- January 20, 2012 Attend CALAFCO Legislative Committee in Sacramento (at the recommendation of all the Executive Officers staff met with in Southern California) to get up to speed on legislation, current issues and to meet other LAFCo Executive Officers.
- January 25, 2012 SACOG Regional Planning Partnership - ongoing monthly meetings to be attended whenever possible to familiarize staff with and coordinate regional issues.
- April 24, 2012 CALAFCO U Course on Shared Services

April 25-27, 2012 CALAFCO Staff Workshop

Upcoming Training TBD

The SACOG Board is considering establishing a “Shared Services and New Initiatives Task Force” and Commissioner Saylor is on the list of members proposed for this ad hoc committee. Staff will monitor and participate wherever possible.

Orientation meetings with Northern California LAFCO Executive Officers. Staff would like to meet with Roseanne Chamberlain (Amador LAFCo) and S.R. Jones (Nevada LAFCo) – to be scheduled.

Driving Tour of Yolo County with David Morrison, County Planning – to be scheduled.

Reading

Growth Within Bounds: Report of the Commission on Local Governance for the 21st Century (pdf). This extensive report is the result of the Commission's 16 months of work to review current statutes and recommend revisions to the laws that govern city, county, and special district formation and boundary changes, along with overall governance issues. This key report formed the basis of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, and is a foundation for the role and function of LAFCo.

A Primer on California City Finance by Michael Coleman. Mar 2005 *Western City* (PDF 210K)

Understanding the Basics of County and City Revenues. Institute for Local Government. 2008

Cal Facts: California's Economy and Budget in Perspective - State and Local Finances. Legislative Analyst's Office, January 2011