

# TRINITY LOCAL AGENCY FORMATION COMMISSION

February 16, 2021 at 4:00 p.m.

By Virtual Teleconference Only

## AGENDA

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Pursuant to the provisions of California Governor's Executive Order N-29-20, issued on March 17, 2020, this meeting will be held by teleconference only. No physical location will be available for this meeting. However, members of the public are encouraged to access and participate in the meeting.

### DIRECTIONS FOR LISTENING TO THE MEETING AND COMMENT REMOTELY:

#### Join Zoom Meeting:

<https://us02web.zoom.us/j/87941174475?pwd=aTJ1bldJY0FiNXBoWXQyYmsxak1jdz09>

Meeting ID: 879 4117 4475

Password: 077627

#### OR dial in using the following telephone number(s):

+1 669 900 6833 US (San Jose)

Meeting ID: 879 4117 4475

Password: 077627

#### How to use Zoom:

The Trinity LAFCo Meeting will start promptly at 4:00 P.M. so we recommend downloading Zoom prior to this time. Please make sure that you have [downloaded and installed the Zoom program on your computer or mobile device in advance](#). It's fairly fast and easy, but does take a few minutes. And if this is your first time here is a short video tutorial on YouTube from Geeks on Tour: [How do I join a Zoom meeting?](#)

#### How to Submit Public Comment:

If you are joining the meeting via Zoom and which to make a comment on an item, press the "raise a hand" button. For call-in only attendees, you can mute/unmute by pressing \*6, and raise your hand by pressing \*9.

The chair will call you by name or phone number when it is your turn to comment. Please state your name for the record before sharing comments, and please do not unmute your microphone during times when public comment has not yet been invited. Speakers will be limited to three minutes.

If you choose not to observe the LAFCo meeting but wish to make a comment on a specific agenda item, please submit your comment via email by 12:00 p.m. the day of the meeting. Please submit your comment to Kathy Bull at [kathy@trinitylafco.org](mailto:kathy@trinitylafco.org). Your comment will be placed into the record at the LAFCo meeting.

**If you require an accommodation due to a disability** under the Americans with Disability Act that does not allow you to participate remotely please notify Kathy Bull at [kathy@trinitylafco.org](mailto:kathy@trinitylafco.org) as soon as possible to make other arrangements for viewing the meeting and/or commenting.

TRINITY LOCAL AGENCY FORMATION COMMISSION

February 16, 2021 at 4:00 p.m.

By Virtual Teleconference Only

**AGENDA**

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**1. CALL TO ORDER/ROLL CALL**

- A. Roll Call
- B. Acknowledge Member Changes

**2. PRESENTATIONS/ANNOUNCEMENTS**

None

**3. CONSENT CALENDAR (Action Item)**

- A. Approval of Minutes from December 15, 2020 Commission Meeting

**4. PUBLIC COMMENT OPPORTUNITY**

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. All statements that require a response will be referred to staff for reply in writing.

**5. PUBLIC HEARINGS**

None

**6. NEW BUSINESS**

- A. Approval of 2021 Commission Meeting Schedule (Potential Action)
- B. Status of Commissioner Terms in 2021 (Informational)
- C. Fee Schedule Update (Potential Action)
- D. Workshop – Draft Trinity PUD MSR/SOI Update (Informational)

**7. OLD BUSINESS**

- A. Commission Policies and Procedures Update – Section 6. Conflict of Interest and Final Disclosure (Potential Action)
- B. Review Financial Mid-Year Report (Potential Action)

**8. EXECUTIVE OFFICER'S REPORT/CORRESPONDENCE**

- A. Form 700 submission
- B. CALAFCO Quarterly, February 2021

**9. COMMISSIONER'S COMMENTS**

**10. ADJOURNMENT**

*The next LAFCo meeting is tentatively scheduled for Tuesday, April 20, 2021, at 4:00 p.m. at the Weaverville Library Meeting Room (unless shelter in place orders are still in effect).*

TRINITY LOCAL AGENCY FORMATION COMMISSION

December 15, 2020 at 4:00 p.m.

Via Virtual Teleconference

**MINUTES**

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*These minutes are not intended to be a verbatim transcription of the proceedings and discussion associated with the business on the Commission's agenda; rather, what follows is a summary of the order of business and general nature of testimony, Commission deliberation, and action taken.*

**1. CALL TO ORDER/ROLL CALL**

- A. Chair Morris called the meeting to order at 4:00 p.m.  
Members present: Anna Burke, Joseph Kasper, Judy Morris and Alternate Frost (seated as voting member)  
Members absent: John Fenley, Keith Groves, Evan Barrow, and Alternate Chadwick

**2. PRESENTATIONS/ANNOUNCEMENTS**

Ms. Santsche presented a Certificate of Recognition to each Outgoing Commissioners – Judy Morris, John Fenley, Bobbi Chadwick, and Tom Walz

**3. CONSENT CALENDAR**

- A. Approval of Minutes from October 20, 2020 Commission Meeting

**Motion** to approve the minutes was presented by Commissioner Kasper, seconded by Commissioner Burke and passed by the following votes:

**Ayes:** Burke, Frost, Kasper, Morris

**Noes:** None

**Abstain:** None

**Absent:** Barrow, Groves, Fenley

- B. Approval of 2021 Commission Meeting Schedule

The meeting schedule was removed from the consent calendar to be revisited at the next scheduled meeting.

**4. PUBLIC COMMENT OPPORTUNITY**

There were no comments received from the public.

**5. PUBLIC HEARINGS**

No public hearings were scheduled.

**6. NEW BUSINESS**

- A. Expiring Commissioner Terms in 2021

An update was provided on Commissioner terms. Staff will provide further updates at the next meeting.

- B. Chair and Vice Chair Selection

**Motion** to nominate Keith Groves as Chair and Joseph Kasper as Vice-Chair was presented by Commissioner Frost, seconded by Commissioner Burke and passed by the following votes:

**Ayes:** Burke, Frost, Kasper, Morris

**Noes:** None

**Abstain:** None  
**Absent:** Barrow, Groves, Fenley

**7. OLD BUSINESS**

A. Trinity Life Support CSD Formation Status Report (informational)

Ms. Santsche provided an update on the CSD formation, election and upcoming certificate of completion recordation.

B. Commission Policies and Procedures Update – Section 5. Conducting Authority Proceedings

Ms. Santsche provided a brief update on the changes, additions and clarifications.

**Motion** to accept Section 5. Conducting Authority Proceedings update was presented by Commissioner Kasper, seconded by Commissioner Burke and passed by the following votes:

**Ayes:** Burke, Frost, Kasper, Morris  
**Noes:** None  
**Abstain:** None  
**Absent:** Barrow, Groves, Fenley

**8. EXECUTIVE OFFICER'S REPORT/CORRESPONDENCE**

Ms. Santsche provided a brief update on MSR & SOI which are currently being prepared.

**9. COMMISSIONERS' COMMENTS**

No commissioner comments were provided.

**10. ADJOURNMENT**

There being no further business, Chair Morris adjourned the meeting at 4:40 p.m.

ATTEST:

APPROVED:

\_\_\_\_\_  
Kathy Bull  
Administrator/Clerk

\_\_\_\_\_  
Judy Morris  
Chair

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_



## Agenda Item: 6.A.

**Meeting:** February 16, 2021  
**To:** Trinity LAFCO Commissioners  
**From:** Colette Santsche, Executive Officer & Kathy Bull, Administrator/Clerk  
**Subject:** Approval of 2021 Commission Meeting Schedule

### **BACKGROUND:**

It has been Trinity LAFCo's policy to have Regularly Scheduled Commission Meetings on the third Tuesday of every other month beginning at 4:00 p.m. At the December 2020 meeting, adopting the 2021 meeting schedule was tabled in anticipation of new county appointments to LAFCo. A schedule should be formalized for 2021 Regular Commission Meetings.

### **DISCUSSION:**

This agenda item is to provide the opportunity for the Commission to formalize the following dates as Regular Scheduled Commission Meetings for the remainder of 2021. Alternately, the Commission could consider revising the schedule.

- April 20, 2021
- June 15, 2021
- August 17, 2021
- October 19, 2021
- December 14, 2021 (week prior due to holiday)

### **RECOMMENDATION:**

It is recommended that the Commission accept and approve the provided dates for Regularly Scheduled Commission Meetings in 2021, or provide direction to staff with alternate dates.



## Agenda Item: 6.B.

**Meeting:** February 16, 2021

**To:** Trinity LAFCO Commissioners

**From:** Colette Santsche, Executive Officer & Kathy Bull, Administrator/Clerk

**Subject:** Status of Commissioner Terms in 2021

### BACKGROUND:

The Commission consists of seven regular and three alternate members as follows:

- County - Three regular members and one alternate appointed by the Board of Supervisors;
- Special Districts - Two regular members and one alternate appointed by the Independent Special Districts; and
- Public Members - Two regular members and one alternate appointed by the Commission.

The term of office for each member pursuant to CKH Act § 56334 is four years and until the appointment of a successor. Pursuant to CKH Act § 56332, Special Districts Members are appointed by the Independent Special District Selection Committee.

### DISCUSSION:

Each year the Board of Supervisors appoints three members and one alternate to the LAFCo Commission. In January 2021, the Board appointed Cox, Frasier and Groves as regular members and Gogan as alternate.

One special district regular member position that was previously held by Thomas Walz is now vacant. A letter announcing LAFCo Special District Vacancies and Call for Nominations has been sent to each independent special district. Once nominations are received, a ballot will be sent to each district for appointing a new regular member to Trinity LAFCo. The new special district member would be seated at the June LAFCo meeting.

In April 2021, one of two regular public member positions is expiring. In addition, the alternate public member position is currently vacant. In the coming weeks, Trinity LAFCo will announce the vacancies and encourage the public to apply for these open seats.

Below is a current roster of the Commission with Term of Office;

<b>Designation</b>	<b>Current Member</b>	<b>Term of Office</b>
County – Regular Member	Jill Cox	Annual Appointment
County – Regular Member	Dan Frasier	Annual Appointment
County – Regular Member	Keith Groves	Annual Appointment
County – Alternate Member	Liam Gogan	Annual Appointment
Special District – Regular Member	VACANT	4/30/2024
Special District – Regular Member	Joseph Kasper	4/30/2022
Special District – Alternate	Pat Frost	4/30/2022
Public Member – Regular Member	Evan Barrow	4/30/2023
Public Member – Regular Member	Anna C. Burke	4/30/2021
Public Member – Alternate	VACANT	4/30/2021

**RECOMMENDATION:**

This agenda item is for information purposes only. The Commission is invited to discuss the item and provide direction to staff as needed.



## Agenda Item: 6.C.

**Meeting:** February 16, 2021  
**To:** Trinity LAFCO Commissioners  
**From:** Colette Santsche, Executive Officer & Kathy Bull, Administrator/Clerk  
**Subject:** Commission Fee Schedule Update

### **BACKGROUND:**

The Commission is authorized to establish a schedule of fees in accordance with Government Code Section 56383. Fees shall not exceed the estimated reasonable cost of providing the service for which the fee is charged. Application and processing fees are based on time and materials and are deposits toward actual costs incurred by LAFCo staff. Fees paid in excess of the actual cost of service are refunded at the conclusion of proceedings.

### **DISCUSSION:**

Staff is providing the Commission with modifications to its adopted Fee Schedule. Staff recommendation is to adjust the deposits for annexations based on landowner consent vs non-consent instead of being based on the number of parcels. This is in recognition that 100% consent proposals can be processed without notice and hearing, and without protest hearing. Typically, applications that do not receive 100% consent are more complex either because there are more parcels or there may be underlying landowner opposition to the proposal. More complex proposals typically require more coordination/inquiries with affected agencies, county departments, and the public.

### **RECOMMENDATION:**

Staff recommends that the Commission provide direction to staff regarding fee schedule revisions. It is recommended that adoption of the fee schedule be part of a public hearing where notice can be given to special districts in advance.

Attachment:  
Fee Schedule Update



## FEE SCHEDULE

### Annexations & Detachments

Single Parcel (for reasons of public health or safety)	\$ 1,000.00
With 100% Landowner Consent	\$ 2,000.00
Without 100% Landowner Consent	\$ 3,000.00
Complex Proposal*	\$ 5,000.00

\* Complex proposal, as determined by the Executive Officer, including but not limited to, the potential for substantial development (25 or more residential units or 10,000 square feet of non-residential development), significant effect on the community, and/or sphere of influence amendment.

First parcel	\$ 750.00 * plus notification fee
Each additional parcel	\$ 50.00 * plus notification fee
50 + parcels	\$ 3,000.00 * plus notification fee

~~(Annexation/Detachment fees will be reduced by one half if submitted with a Sphere of Influence application.) For contractual service agreements, payment of the applicable annexation or detachment fees must be made upon submittal of a contractual service agreement application.~~

### Landowner notification process:

~~\* Calculation: Total number of parcels included (parcels within proposal area and those within 300 feet of the surrounding boundary) .50cents each for address verification. (Note: the applicant must supply the addressed stamped envelopes)~~

<u>Spheres of Influence Amendment/Update</u> (If done separately from a proposal)	\$ 3,000.00*
<b>Activation of Latent Powers</b>	\$ 2,000.00*
<b>Formation</b>	\$ 3,000.00*
<b>Dissolution</b>	\$ 1,500.00*
<b>Consolidation</b>	\$ <del>500.00</del> <u>750.00</u> per agency
<b>Incorporation:</b>	\$ <del>6,000.00</del> <u>15,000</u>
<b>Reconsideration of Commission Action:</b>	\$ <del>250.00</del> <u>500.00</u>

**Environmental Review:**

- a. ~~Categorical Exemption~~ \_\_\_\_\_ \$ ~~40.00~~
- b. ~~Initial Study~~ \_\_\_\_\_ \$ ~~520.00~~
- c. ~~Environmental Impact Report~~ \_\_\_\_\_  
~~Prepared by LAFCo under contract with consultant:~~  
\_\_\_\_\_ *Consultant fee + 15% + \$30 hr (\$1500 deposit required)*
  
- Applicant Contract \_\_\_\_\_ Mitigation Monitoring: \_\_\_\_\_ \$30 hr (*\$200 deposit required*)
  
- d. ~~Fish & Game Fee - Neg. Dec.~~ \_\_\_\_\_ \$ ~~1,250.00~~
- e. ~~Fish & Game Fee - EIR~~ \_\_\_\_\_ \$ ~~850.00~~
- f. ~~County Clerk Processing Fee~~ \_\_\_\_\_ \$ ~~25.00~~
- g. ~~De Minimis Finding Fee~~ \_\_\_\_\_ \$ ~~25.00~~

**Petition Filing Fees:** ~~In addition to the proposal processing fee, each application submitted by petition will be charged LAFCo's actual costs to verify signatures.~~

~~Hourly charge out rate:~~ \_\_\_\_\_ \$30 hr  
~~Photo copies~~ \_\_\_\_\_ .10 /copy

~~A fee shall be charged to a project applicant for the processing of any application in accordance with approved LAFCo fee schedule.~~

~~Fees are due when proposals are submitted to LAFCo. A supplemental fee may be charged and collected prior to the LAFCo hearing if additional acreage or actions are required. The Executive Officer will not issue a certificate of completion until any balance owing has been paid.~~

~~The fees listed above are for Trinity LAFCo only, additional fees from other agencies (e.g., Fish & Game, Elections, Board of Equalization, State Controller) may also apply.~~

**Note: All deposit amounts are subject to increase, if the Executive Officer determines that the magnitude of the project justifies the increase.**

- A. All deposits are initial payments toward the total cost of processing ("project cost"). Project cost is defined as staff time plus materials. Materials include, but are not limited to, charges for advertisement of hearings, mapping, petition reviews, as well as fees charged for project reviews by affected agencies.
  
- B. Applicants are also responsible for payment of appropriate State Board of Equalization fees, County Surveyor, County Election, CEQA preparation fees, Fish and Wildlife fees, and County Recording Fees, as applicable.
  
- C. Staff time and materials will be monitored against the deposit on file with LAFCo; if the cost of processing an application begins to exceed the deposited amount, additional deposits will be required. Any hearing on the application may be continued pending receipt of the additional deposit.

- D. If extensive staff assistance is required prior to receipt of an application, a pre-application deposit will be required at the time the work is requested.
- E. Absent compelling circumstances, the Commission will not normally adjust or waive deposits and/or fees. Staff will not waive fees for any reason.
- F. All final invoices must be paid by the applicant prior to filing of the Certificate of Completion or during other times during the LAFCo process as deemed appropriate by the Executive Officer.
- G. Charges for Reconsideration of a LAFCo determination are the responsibility of the requesting party.
- H. Deposits on file with LAFCo which exceed the cost of processing the application by \$25 or more will be refunded after LAFCo completes its final filings.
- I. Pre-Application Expenses: LAFCo will also charge its pre-application staff time spent reviewing environmental and other documents and participating in the process as the lead agency, as part of the processing costs.
- J. If LAFCo is required to act as lead agency and an Initial Study is required as part of environmental review, the applicant is also responsible for an additional \$1,000 deposit plus actual costs. An additional deposit will be necessary if it is determined that an Environmental Impact Report is necessary.
- K. If a LAFCo application is withdrawn any time prior to the completion of proceedings, the unused portion of the initial deposit received by LAFCo (deposit less any expended staff time and project expenses) will be returned to the persons paying the initial fee deposit upon receipt of a letter of withdrawal.



## Agenda Item: 6.D.

**Meeting:** February 16, 2021  
**To:** Trinity LAFCO Commissioners  
**From:** Colette Santsche, Executive Officer & Kathy Bull, Administrator/Clerk  
**Subject:** Trinity PUD Draft MSR & SOI Update – Workshop

### **BACKGROUND:**

In accordance with the CKH Act, LAFCOs are required to prepare municipal service reviews (MSRs) prior to or in conjunction with its mandate to review and update each local agency's sphere of influence (SOI) every five years or as needed. The legislative intent of the MSR is to inform the Commission as to the availability, capacity, and efficiency of local governmental services prior to making sphere of influence determinations. Municipal service reviews may also lead LAFCOs to take other actions under their authority, such as forming, consolidating, or dissolving one or more local agencies in addition to any related sphere changes.

### **DISCUSSION:**

This MSR evaluates electricity services provided by the Trinity Public Utility District. This report incorporates technical information collected and analyzed by LAFCO staff, including information compiled as part of the 2006 MSR.

### **RECOMMENDATION:**

Staff respectfully seeks Commission input with regards to service review content as provided in the MSR. This item has been agendaized as a workshop item and will be noticed for public hearing at the April Commission meeting.

Attachments:  
Trinity PUD MSR & SOI Update



# Trinity Public Utilities District

Municipal Service Review &  
Sphere of Influence Update

Workshop Draft  
February 2021

Trinity

Local Agency Formation Commission

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# 1. INTRODUCTION

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This Municipal Service Review (MSR) and Sphere of Influence (SOI) Update was prepared as part of a mandated review of the municipal services of all government entities in the county by the Trinity Local Agency Formation Commission (LAFCo). This report focuses on the Trinity Public Utilities District (PUD). The purpose of this study is to assess existing and future public service conditions and to evaluate organizational options for accommodating growth and ensuring critical services are provided efficiently. This MSR presents a discussion, analysis, and recommendations regarding services provided by Trinity PUD.

## 1.1 Trinity LAFCo

Local Agency Formation Commissions (LAFCos) are quasi-legislative, independent local agencies that were established by State legislation in 1963 to oversee the logical and orderly formation and development of local government agencies including cities and special districts. There is one LAFCo for each county in California.

LAFCo is responsible for implementing the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (California Government Code Section 56000 et. seq.) in order to promote orderly growth, prevent urban sprawl, preserve agricultural and open space lands, and oversee the efficient provision of municipal services.

LAFCo has the authority to establish and reorganize cities and special districts, change their boundaries and authorized services, allow the extension of public services, perform municipal service reviews, and establish spheres of influence. Some of LAFCo's duties include regulating boundary changes through annexations or detachments and forming, consolidating, or dissolving local agencies.

Trinity LAFCo has a public Commission with seven regular Commissioners and three alternate Commissioners. The Commission is composed of three members of the Trinity County Board of Supervisors, two Special District Representatives, and two Public Members-At-Large. The Commission also includes one alternate member for each represented category.

## 1.2 Public Utility Districts and Principal Act Overview

Public Utility Districts are independent special districts governed under the Public Utility District Act (Public Utilities Code § 15501 – 18055). A PUD may be authorized to acquire, construct, own, operate, control, or use works for supplying light, water, power, heat, transportation, telephone service, or other means of communication, or means for the disposal of garbage, sewage, or refuse matter. In addition, a PUD can be authorized to provide a wide variety of services including fire protection, street lighting system, public parks and other recreation facilities, and stormwater drainage of roads, streets, and public places. PUDs are governed by a board of directors, all of whom are elected at large.

Trinity PUD is authorized to provide electricity services only. All other remaining services, facilities, functions or powers enumerated in the District's principal act but not being exercised are considered "latent". Activation of these latent powers and services requires LAFCo authorization.

### **1.3 Municipal Service Review Determinations**

Government Code § 56430 requires LAFCo to conduct a review of municipal services provided in the county by region, sub-region or other designated geographic area, as appropriate, for the service or services to be reviewed, and prepare a written statement of determinations with respect to each of the following topics:

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

State Guidelines and Commission policies encourage stakeholder cooperation in the municipal service review process. It also provides a basis to evaluate, and make changes to Spheres of Influence, if appropriate.

### **1.4 Sphere of Influence Determinations**

A Sphere of Influence (SOI) is a LAFCo-approved plan that designates an agency's probable physical boundary and service area. Spheres are planning tools used to provide guidance for individual boundary change proposals and are intended to encourage efficient provision of organized community services, discourage urban sprawl and premature conversion of agricultural and open space lands, and prevent overlapping jurisdictions and duplication of services.

LAFCo is required to establish SOIs for all local agencies and enact policies to promote the logical and orderly development of areas within the SOIs. Furthermore, LAFCo must update those SOIs every five years or as needed. For a SOI update, LAFCo is required to conduct an MSR and adopt related determinations. It must also make the following SOI determinations:

1. The present and planned land uses in the area, including agricultural and open-space lands;
2. The present and probable need for public facilities and services in the area;

3. The present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide;
4. The existence of any social or economic communities of interest in the area if the Commission determines that they are relevant to the agency; and
5. The present and probable need for public facilities and services related to sewers, municipal or industrial water, or structural fire protection of any disadvantaged unincorporated communities within the existing sphere of influence (effective July 1, 2012).

## 1.5 Review Methods

The following information was considered in the development of this service review:

- Agency-specific data: responses to LAFCo Requests for Information
- Demographic data: U.S. Census Bureau; Department of Finance
- Finances: budgets, audits, rates and fees; and
- Other Reports: Trinity PUD 2020 Wildfire Mitigation Plan

Information gathered was analyzed and applied to make the required determinations. All information gathered for this report is filed by LAFCo for future reference.

## 1.6 California Environmental Quality Act

The California Environmental Quality Act (CEQA) is contained in Public Resources Code § 21000 et seq. Public agencies are required to evaluate the potential environmental effects of their actions. MSR's are statutorily exempt from CEQA pursuant to § 15262 (feasibility or planning studies) and categorically exempt pursuant to CEQA Guidelines § 15306 (information collection). CEQA requirements are applicable to SOI Updates. The CEQA lead agency for SOI Updates is most often LAFCo, unless an agency has initiated an SOI expansion or update.

## 2. AGENCY OVERVIEW

<b>Table 1: Trinity PUD Agency Profile</b>	
<b>Formation</b>	
Agency Name	Trinity Public Utility District
Formation Date	1981
Principal Act	Public Utility District Act (Public Utilities Code § 15501 – 18055)
<b>Contact</b>	
Main Contact	Paul Hauser, General Manager
E-mail	phauser@trinitypud.com
District Office Address	26 Ponderosa Lane, Weaverville, CA 96093
Mailing Address	PO Box 1216, Weaverville, CA 96093
Alternate Contact	Sarah Sheetz, Administrative Services Manager
Phone	(530) 623-5536
Website	www.trinitypud.com
<b>Governance</b>	
Governing Body	5 Member Board of Directors
Board Meetings	2 <sup>nd</sup> Thursday of the month at 2PM
Staffing	4 Administrative staff members
<b>Services</b>	
Services Provided	Electricity
Areas Served	Approximately 1.3 million acres (2,100 square miles)
Population Served	Approximately 12,000

### 2.1 Formation

The Trinity Public Utilities District (Trinity PUD) was originally formed by general election in 1981 and included approximately 10 square miles, or less than 1% of the area of Trinity County. In 1992, voters in substantially the entire county approved, via election, the annexation of approximately 64% of the area of the County into the District. The expanded District as it exists today currently includes approximately 2,100 square miles, which is approximately 65% of the land area of Trinity County and 85% of the population.

The District is the exclusive provider of retail electric distribution service within its boundaries. The District purchases its power from the Western Area Power Administration pursuant to a first preference right granted by Congress as part of the Trinity River Division Act of 1955. The TRD Act provided for the United States Government to build Trinity Dam and reserves, in perpetuity, the first twenty-five percent of the resulting energy generated to be sold at cost for use within Trinity County. The Act also provides for the Federal government to build those facilities necessary to deliver the power to Trinity County. The District has spent decades working to maximize power allocation, protect first preference rights, expand transmission infrastructure, and improve reliability and cost of service to District customers.

## 2.2 Services

The electric system of the District is primarily an electricity transmission and distribution system; the District does not operate any generation assets. The District's assets include eight substations located within the County, approximately 600 miles of overhead distribution lines and transmission lines that are located in rugged and mountainous terrain. Its service area covers approximately 2,100 square miles in Trinity County and is sparsely populated, with fewer than 12 customers per mile of line.

With 7,230 meters, the majority of Trinity PUD's customers are supplied power that is generated at Trinity Dam. The only customers that are not supplied this Trinity Dam power are in the Big Bar/Big Flat area and Hyampom areas because of the way that the transmission lines through Trinity County were built.

Pursuant to federal legislation passed in 1955, the District has a first preference right to power produced by the Trinity River Division of the Central Valley Project, which amounts to an average of 375,000,000 kilowatt-hours annually. The District's entitlement has always exceeded the peak usage of the Electric System and is expected to continue to do so for the foreseeable future.

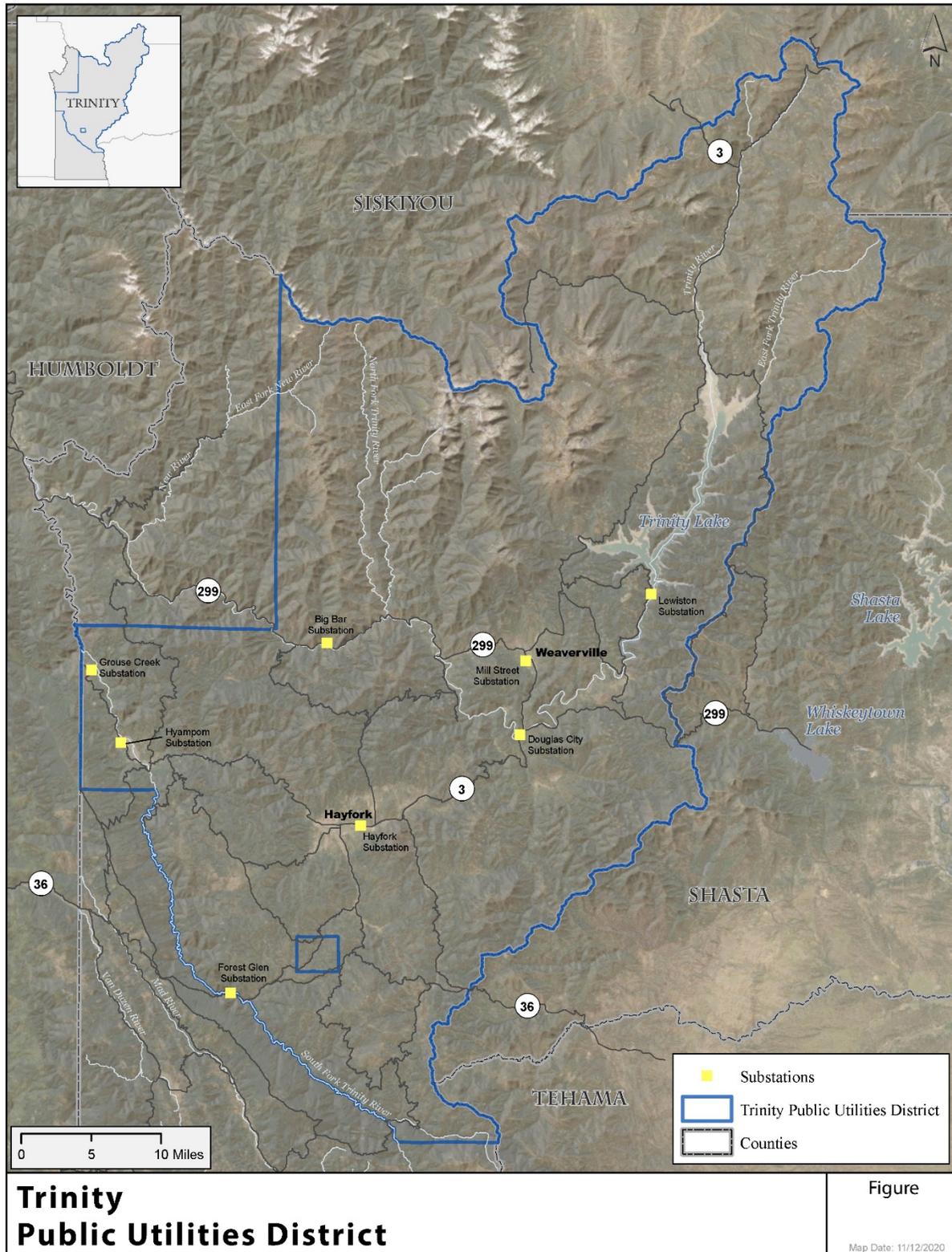
## 2.3 Boundary and Sphere

Trinity PUD covers approximately 1.3 million acres in Trinity County including the communities of Big Bar, Big Flat, Coffee Creek, Douglas City, Forest Glen, Helena, Junction City, Lewiston, Hayfork, Hyampom, Trinity Center, Weaverville, and Wildwood. The District boundary does not include the communities of Ruth, Mad River, Zenia and Kettenpom in the southern portion of Trinity County, nor does it include the communities of Denny, Del Loma, Burnt Ranch, Hawkins Bar and Salyer in the western portion of the County. In addition, the territory covering Post Mountain PUD is not included within the District; however, the Post Mountain PUD area is included within the District's sphere of influence (see Figure 1). Post Mountain PUD currently provides fire protection and limited road maintenance services.

There have been no changes to the District's boundary since 1993, when Trinity PUD entered into a \$12,000,000 Settlement Agreement with PG&E, which provided for Trinity PUD to acquire the Hayfork Valley PUD and purchase the distribution facilities for most of Trinity County, specifically those areas served by what was then known as the Weaverville Service Center of PG&E. As part of this reorganization, Trinity LAFCo approved the annexation of territory previously served by PG&E's Weaverville Service Center and the area served by Hayfork Valley PUD, and concurrently dissolved Hayfork Valley PUD (Resolution No. 92-04). The annexation did not include the area within Post Mountain PUD (Trinity Pines Subdivision area). There was no change to the five-member Board makeup of Trinity PUD, which continued to be elected at-large. An election was held to obtain approval from registered voters within the existing service area of Trinity PUD, the areas proposed to be annexed, and the service area of Hayfork Valley PUD.

There is no consideration by the District of combining with any public utility districts since there are no other districts that provide electrical transmission and distribution in the County, other than PG&E, a privately held utility.

**Figure 1. District Boundary and SOI**



### 3. GOVERNMENT STRUCTURE

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#### 3.1 Governing Body

Trinity PUD is governed by a five-member Board of Directors, elected at large by District residents to serve staggered four-year terms (Table 2). Each year the members select officers, including a President, Vice President and Clerk of the Board. The Board meets on the 2<sup>nd</sup> Thursday of each month at the District Office, 26 Ponderosa Lane in Weaverville. Meeting dates and agendas are posted at least 72 hours prior to meetings at the District Office and are available on the District’s website.

Board Member	Title	Term Expiration
Mike Rourke	President	December 2024
Alex Cousins	Vice President	December 2021
Andy Johnson	Director	December 2024
Kelli Gant	Director	December 2021
Richard “Dick” Morris	Board Clerk	December 2024

#### 3.2 Administration, Management & Staffing

The management of the District is the responsibility of the General Manager as appointed by the Board. Administrative and fiscal recommendations are made by the General Manager to the District Board for approval. Three employees report directly to the District Manager including the chief financial officer, an electric superintendent, and an administrative services manager.

There are a total of \_ full-time and \_ part-time District employees. The District has a policy and procedures manual for all employees. Annual audits performed by an independent accounting firm, attorney needs, and the majority of studies are contracted out to save the costs that would otherwise be associated with additional staff positions for those services.

The District participates in the Local Agency Investment Fund (LAIF) a voluntary program created by statute (California Government Code Sections 16429). The District participates in risk pools with the Special District Risk Management Authority (SDRMA) which provides property, liability, and workers' compensation insurance to its member districts.

Effective July 4, 2004, the District became a participant in the California Public Employees Retirement System (PERS) and began making contributions into the pension plan. The District offers its employees an employee funded deferred compensation plan created in accordance to

Internal Revenue Code Section 457. The District provides vacation, holiday and sick leave payments to its employees.

### **3.3 Buildings, Lands and Other Assets**

The District owns approximately 3.5 acres in Weaverville which contains the approximate 5,000 square foot office plus an approximate 10,000 square foot maintenance and warehouse facility, in addition to customer and employee parking, and vehicle storage. The District owns a fleet of 19 vehicles including snow cats, pick-ups, and line trucks. In addition, the District owns the seven sub-station lands, which range from one-quarter to one-half-acre in size, and one sub-station permitted on Forest Service land (Forest Glen).

### **3.4 Public Outreach**

The District maintains a website at [www.trinitypud.com](http://www.trinitypud.com) which is a helpful communication tool to enhance government transparency and accountability. The website provides service-related information, includes multiple years of budgets and audit information, and includes archived meeting agendas and minutes.

SB 929 (McGuire) was signed into law on September 14, 2018 requiring all independent special districts to have and maintain a website by January 1, 2020, meeting all the special district transparency requirements of State law including the availability of agendas, policies, and financial information. Trinity PUD currently complies with the SB 929 requirements.

The Trinity PUD has adopted a series of Strategic Directions that were last updated in 2020. These include consideration of safety, reliability, competitive rates, enterprise risk management, customer relations, environmental leadership, and resource planning. The Strategic Directions are used as a guide in the decisions made about Trinity PUD's policies and operations.

### **3.5 Accountability**

The Political Reform Act requires all state and local government agencies to adopt and promulgate a conflict of interest code pursuant to Government Code §81000 et seq. The Political Reform Act also requires persons who hold office to disclose their investments, interests in real property, and incomes by filing a Statement of Economic Interests (Fair Political Practices Commission Form 700) each year pursuant to Government Code §87203. Trinity PUD has a conflict of interest code and otherwise complies with the Political Reform Act requirements.

According to AB 1234, if a local agency provides compensation or reimbursement of expenses to local government officials, then all local officials are required to receive two hours of training on public service ethics laws and principles at least once every two years and establish a written policy on reimbursements pursuant to Government Code §53235. In addition, AB 1661 went into effect in 2016 and addresses local government sexual harassment prevention training and education. Trinity PUD provides both ethics training and sexual harassment training to all Board members.

## 4. SERVICES & INFRASTRUCTURE

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### 4.1 Services Provided

Trinity PUD provides transmission and electricity distribution to approximately 12,000 consumers in a 2,200 square mile area in Trinity County. Trinity PUD is directly connected to the California Independent System Operator (ISO)-controlled electrical grid by 60-kV transmission facilities and a 115-kV transmission line. The majority of its power comes from the Trinity Interconnect 60-kilovolt (kV) Transmission Line. Pacific Gas and Electric Company (PG&E) owns and maintains the 115-kV transmission line. Although transmitted through the PG&E system, Trinity PUD receives 100% of its power from the Western Area Power Administration (WAPA).<sup>1</sup> Total annual retail load was approximately 108 million kilowatt hours (kWh) for 2018. Trinity PUD's annual peak load has averaged 25 Megawatts (MW) over the last three years.

### 4.2 Electricity Source

Electricity for distribution by Trinity PUD is supplied by impoundments on the Trinity River producing hydroelectricity. The Bureau of Reclamation manages the dams that create hydroelectricity in Trinity County. This electricity is managed by the WAPA, which then distributes the electricity to Trinity PUD.

As mentioned previously, the 1955 Trinity River Division Act authorized the construction of the Trinity River Division and the transfer of water resources of the Trinity River to the Central Valley Project (CVP). Reclamation completed the Trinity River Division in 1964. Water from the Trinity River Basin is stored, regulated, and diverted through a system of dams, reservoirs, tunnels, and powerplants as described below:

- Trinity Dam and Lake: Trinity Dam regulates flows and stores water for various uses. Completed in 1962, Trinity Dam is an earthfill structure 538 feet high with a crest length of 2,450 feet. The dam forms Trinity Lake, which has a storage capacity of 2,448,000 acre-feet.
- Trinity Powerplant: Trinity Powerplant at Trinity Dam has two generators with a total capacity of 105,556 kilowatts.
- Lewiston Dam and Lake: Lewiston Dam is about 8 miles downstream from Trinity Dam. The dam creates an afterbay to Trinity Powerplant and regulates releases into the Trinity River.

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<sup>1</sup> WAPA is a power marketing administration within the Department of Energy (DOE). WAPA has a statutory responsibility to make the necessary arrangements to deliver Federal power to Federally authorized water projects and to market and deliver cost-based Federal power in excess of that needed to meet Federal load to wholesale preference customers in regions within the central and western United States. WAPA's preference customers include Federal and State agencies, Native American tribes, electric cooperatives, municipal utilities, public utility districts, irrigation districts, and water districts.

Lewiston Dam is an earthfill structure 91 feet high and 754 feet long, forming a reservoir with a storage capacity of 14,660 acre-feet. The trans-basin diversion begins at Lewiston Lake via Clear Creek Tunnel to Whiskeytown Lake.

- Lewiston Powerplant: Lewiston Powerplant at Lewiston Dam has one generator with a capacity of 350 kilowatts.
- Clear Creek Tunnel: Clear Creek Tunnel, 17.5 feet in diameter and 10.7 miles long, conveys up to 3,200 cfs from Lewiston Lake to Judge Francis Carr Powerhouse and Whiskeytown Lake. It is the conduit for the trans-basin diversion.
- Carr Powerhouse: Judge Francis Carr Powerhouse, on Clear Creek, has two generators with a total capacity of 141,444 kilowatts.
- Whiskeytown Dam and Lake: Located on Clear Creek, Whiskeytown Dam stores Clear Creek runoff and diverted Trinity River flows discharged from Carr Powerhouse. The dam is an earthfill structure 282 feet high with a crest length of 4,000 feet. Whiskeytown Lake has a capacity of 241,100 acre-feet.
- Spring Creek Tunnel: The Spring Creek Tunnel diverts water from Whiskeytown Lake to the Spring Creek Powerhouse and Keswick Dam on the Sacramento River.

Approximately 51% of Trinity County water passes through four sets of hydroelectric turbines before it heads down to the farmers in the Central Valley. All four plants are included in the Central Valley Project's Trinity River Division, and under the 1955 Trinity River Division Act, Trinity County residents are entitled to 25 percent of energy produced at the plants, at cost. This first preference right to power produced by the Trinity River Division amounts to an average of 375,000,000 kilowatt-hours annually. The District's entitlement has always exceeded the peak usage of the Electric System and is expected to continue to do so for the foreseeable future.

### 4.3 Substations

There are eight substations within the District that are served from PG&E transmission system. Seven are served from PG&E's 60 kV system while one is served from PG&E's 115 kV system. The District receives and meters 60-kV service as it enters the District substations from PG&E transmission lines. In the substations, the electricity is transformed to a 12-kV distribution system and leaves the substation by means of 18 major feeder circuits. The substations also have relays, recorders, lightning arresters, and standard equipment to protect the transformers from overload or ground fault. The distribution system is principally an overhead service type on wooden poles, with some underground lines. The substations are identified in Table 3.

Substation	Meters	Capacity	Voltage	# of Transformers
Big Flat	125 meters	1,000 kVA	60-12 kV	4
Douglas City	725 meters	3,000 kVA	60-12 kV	4
Forest Glen	26 meters	250 kVA	115-12 kV, single phase	2
Grouse Creek	6 meters	250 kVA	60-20.8 kV, single phase	1
Hayfork	1,369 meters	3,000 kVA	60-12 kV	4 and 1
Hyampom	184 meters	2,000 kVA	60-12 kV	4
Lewiston	1,631 meters	3,750 kVA	60-12kV	4
Mill Street (Weaverville)	2,948 meters	13,333 kVA and 22,400 kVA	60-12.47 kV	4 and 4

PG&E also has a substation (Trinity Substation) in Weaverville which has a 45 MVA, 115-60 kV autotransformer bank. It is the western termination of PG&E's Trinity-Keswick 60 kV circuit and the eastern termination of PG&E's Trinity-Maple Creek circuit. The District owns 12 spans of 60 kV that originates in the Trinity Substation and terminates at the Mill Street Substation. The Trinity Substation also supplies Douglas City and Hayfork Substations over PG&E's 60 kV radial circuit.

#### 4.4 Distribution System

The District's distribution system consists of over 560 miles of primarily overhead distribution lines on wooden poles, with some underground lines. Power is distributed throughout Trinity County via a 21 kV, 12.47 kV, 12 kV and 7.2 kV sub-transmission system. The District's distribution system is composed of three distinct types:

- Unigrounded System: The feeders are grounded at the substation. Distribution transformer high side windings are 12 kV connected phase to phase.
- Multigrounded System: The ground wire is grounded at the substation and at multiple points along the feeder. The Distribution transformer high side windings are connected phase to ground. This includes most of Weaverville and Grouse Creek. The high side windings of distribution transformers at Weaverville and Grouse Creek are 7.2 and 12.47 kV, respectively.
- The Delta System: Distribution transformer high side windings are 12 kV connected phase to phase (Forest Glen area).

Other than in Weaverville, most feeders are voltage rather than load limited due to length necessary for the large geographic territory.

Item	Number	
	1999 (source 2006 MSR)	2020
Poles	11,253	
Pads, vaults or junction boxes	435	
Trees supporting the Distribution System	5	
Overhead distribution circuits	468.2 miles	
Underground distribution circuits	61.7 miles	
Telephone contacts	7,590	
Cable TV contacts	1,730	

Consumers in the Trinity PUD service area routinely experience nearly 20,000 consumer hours in outages per year<sup>2</sup>. In the winter, outages can last 3 to 4 days. PG&E has had a difficult time restoring service because of the remote location and rough terrain. Trinity PUD has worked to improve system reliability through improvements to distribution lines. For instance, in 2008/2009, the Trinity PUD Direct Interconnection Project transmission line was constructed to remove about 5.3 miles of 12-kV distribution line and construct about 16 miles of new 60-kV transmission line, a tap structure and associated equipment as well as a new switchyard to provide for redundant backup at the Trinity PUD Lewiston Substation. Construction and improvement of transmission lines involves several phases of work including surveying, establishing clearing requirements, establishing access, construction of staging areas, removal of the existing lines, pole delivery and installation, conductor installation, and cleanup and restoration of construction areas.

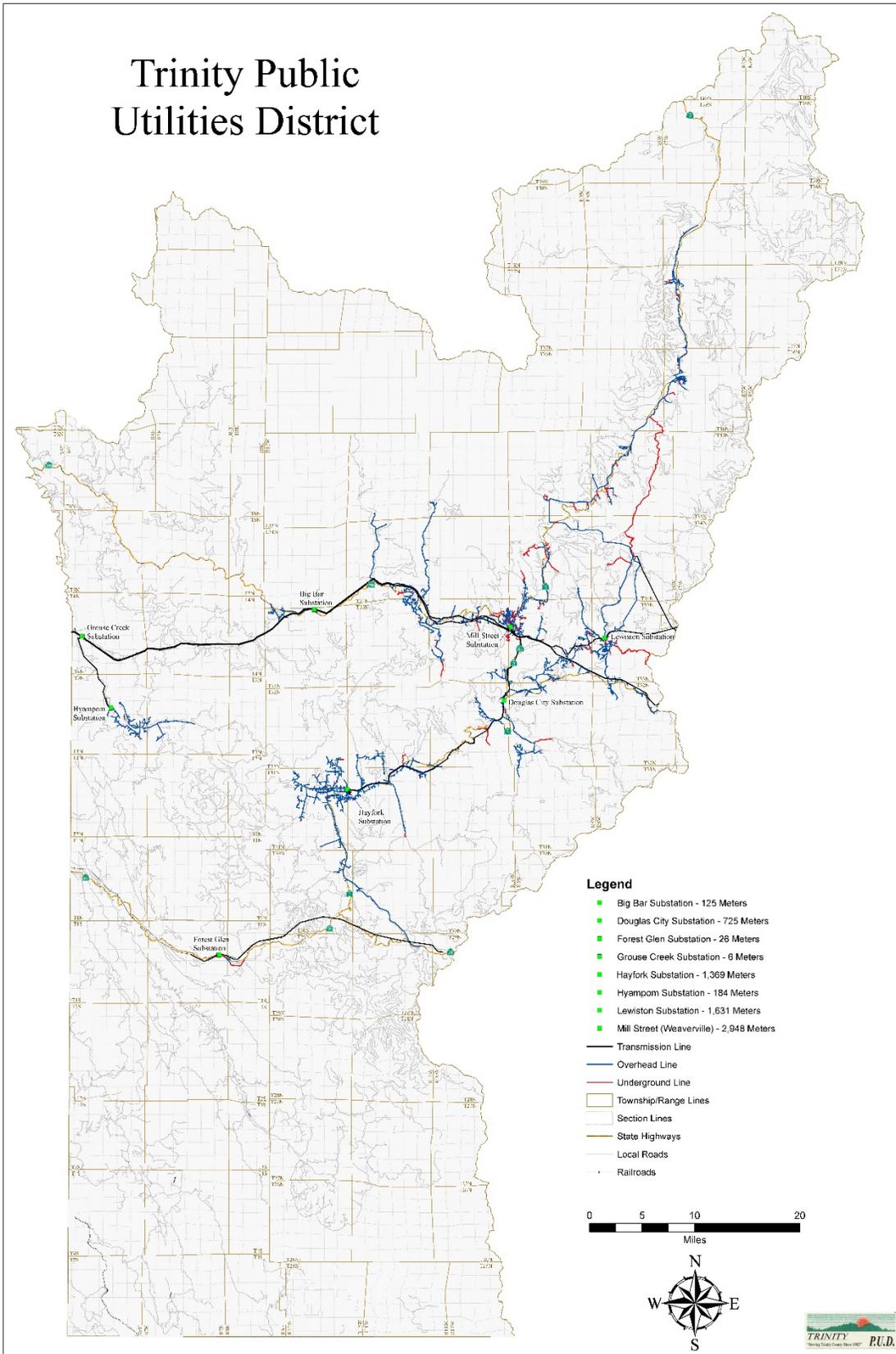
## 4.1 Wildfire Risk Reduction

The areas surrounding Trinity PUD's electric transmission and distribution systems are particularly vulnerable to fire risk due to the dense vegetation and steep terrain. Trinity PUD and WAPA have partnered to propose a proactive Wildfire Risk Reduction, Reliability, and Asset Protection (WRAP) Project to reduce fire risk to the surrounding communities and public lands, as well as to increase electric reliability to maintain critical services in local communities<sup>3</sup>. A Notice of Intent to prepare a joint Environmental Impact Statement/Environmental Impact Report was circulated during a 45-day public scoping period in December 2020. WAPA intends to prepare a joint EIS/EIR for the proposed WRAP Project. Trinity PUD will be the lead agency for the CEQA EIR review process.

<sup>2</sup> Trinity PUD Direct Interconnection Project Final EIS – November 2007

<sup>3</sup> <https://www.federalregister.gov/documents/2020/12/11/2020-27147/wildfire-risk-reduction-reliability-and-asset-protection-wrap-project-trinity-county-california>

# Trinity Public Utilities District



The project would reduce these fire risks by expanding WAPA's and Trinity PUD's existing transmission/distribution rights-of-way (ROWs) and implementing a proactive, integrated vegetation management program within the expanded ROWs. WAPA proposes to expand the width of its ROW for its 17.5-mile, 60-kV transmission line between Trinity Substation and Weaverville Switchyard from 80 feet to up to 130 feet on USFS, BLM, and private lands. This transmission line provides the majority of the electricity to the Trinity PUD system. Trinity PUD proposes to expand its utility ROW width from 20 feet to up to 130 feet for its overhead transmission and distribution system (216.8 miles) in high-fire risk areas on USFS, BLM, BOR, and private or other lands. The existing ROW easement for the underground distribution lines would not change.

## 4.2 Electricity Demand

Total annual retail load was approximately 108 million kilowatt hours (kWh) for 2018. Trinity PUD's annual peak load has averaged 25 megawatts (MW) over the last three years. This peak demand can occur in winter or summer. More than 60 percent of TPUD's load is residential and only two customers have a peak demand of more than 150 kilowatts.

## 4.3 Electricity Rates

Trinity PUD maintains some of the cheapest electricity rates in the state. Trinity PUD divides its residential service territory into two geographic zones, Geographic Zone A and Geographic Zone B. Geographic Zone A customers pay an energy rate of \$0.055, and Geographic Zone B customers pay an energy rate of \$0.078; electricity generation from solar photovoltaic (PV) systems installed on customers' homes are compensated at these same rates. In addition, Trinity PUD net-energy metering (NEM) rules require customers with solar PV to pay an administrative charge of \$10 per month.

The difference in rates between the two zones is based on which part of the Trinity PUD distribution system served each zone at the time distribution assets were acquired from investor-owned utilities. All debts associated with the purchase of the older parts of the distribution system have been paid (Geographic Zone A). The other parts of the distribution system were acquired through a bond purchase in 1993, and those bonds will be paid in March 2023 (Geographic Zone B). Beginning in April 2023, customers in Geographic Zone B will be reclassified to Geographic Zone A rates, aligning rates across Trinity PUD territory (See Appendix B, Residential Energy Rate Schedule).

On March 15, 2019, Trinity PUD submitted an application identifying that its residential energy rates of \$0.055 and \$0.078 per kilowatt-hour are lower than the energy rates used by the California Energy Commission (CEC) when determining cost-effectiveness of solar PV system requirements, and that the 2019 Energy Code residential solar PV requirements are not cost-effective when the Trinity PUD rates are used. Trinity PUD compensates customers at the full retail rate for any customer-owned on-site generation. Based on this application, CEC staff performed a cost-effectiveness analysis and found that applying Trinity PUD's residential rates and its net energy metering rules for the analysis resulted in solar PV to not be cost effective in their service

territory. Results showed that the energy bill savings from installation of an onsite solar PV system is less than the solar PV system cost, resulting in a benefit-to-cost ratio of less than 1.0. As a result, the CEC approved a resolution determining that the solar photovoltaic requirements in the 2019 Energy Code shall not apply to newly constructed low-rise residential buildings in the Trinity PUD service area.

A residential rate comparison with other power providers in the state shows Trinity PUD’s residential rate of \$0.055 per kWh and \$0.078 per kWh for Zones A and B respectively compared to two other regional power providers with a rate of \$0.183 per kWh for PG&E and 0.113 per kWh for Sacramento Municipal Utility District (SMUD).

A summary of rates for Trinity PUD can be seen in Table 5.

Energy Charge per kWh	Geographic Zone A	Geographic Zone B	System Access Charge
Residential	\$0.055	\$0.078	\$24.00
Commercial-General Service	\$0.073	\$0.093	\$36.00
Commercial- Unmetered	\$0.12	\$0.14	\$36.00
Industrial	\$0.048	\$0.65	Demand charge: \$3.51 per/kWh
Agricultural pumping	\$0.056	\$0.056	\$24.00
Street lighting-Public Lighting Authorities	Variable-dependent on lamp type and wattage	Variable-dependent on lamp type and wattage	
Street Lighting	Variable-dependent on lamp type and wattage	Variable-dependent on lamp type and wattage	

In addition to base service charges there are miscellaneous service charges that the District may make including Connection or Reconnection Fees and Deposits that were last approved June 13, 2019. Detailed information is available on their website<sup>5</sup>.

<sup>4</sup> Rates available at <https://www.trinitypud.com/rates>

<sup>5</sup> <https://www.trinitypud.com/pdf/policies/miscellaneous-service-charges.pdf>

## 5. FINANCING

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### 5.1 Fiscal Overview

The Board of Directors is responsible for establishing and maintaining a system of internal accounting control. The Board operates as a financial committee with guidance from General Manager. The annual budget is drafted and recommendations are made to the Board for approval. In addition, monthly financial statements are presented to the Board for review and approval. The basic financial statements of the District are prepared in accordance with Generally Accepted Accounting Principles (GAAP).

The District approves its annual budget pursuant to Budget Guidelines adopted by the Board. In accordance with the Budget Guidelines, the General Manager of the District submits to the Board a proposed budget for the District prior to June 1 of each year for the Fiscal Year commencing the following July 1, together with a four-year financial plan, thus projecting the District's fiscal position for the next five years. The resulting five-year financial plan must project a debt service coverage ratio for senior obligations of not less than 1.35 on a cash basis. The Budget Guidelines require each proposed budget to project monthly cash flow and be "zero based" (i.e., based on salient estimates rather than fixed escalators). The Board generally conducts public workshops to obtain comments on the proposed budget from residents and ratepayers. After these workshops, the Board generally approves the budget prior to July 1.

In 1989, the District formed the Trinity County Public Utilities District Financing Corporation, a nonprofit public benefit corporation to provide assistance to the District in financing capital improvements. The Board of Directors of the Corporation is the same as the District's Board of Directors.

### 5.2 Revenue and Expenses

The District budget for fiscal year 2020-21 shows operating receipts projected at 13,551,457, operating expenditures of \$10,890,738, thereby resulting in \$2,660,719 available for capital expenditures. The District's primary revenue sources include energy sales and surcharge receipts. The District's expenses include power acquisition, operations and maintenance, and loan repayment. For the 2019-20 fiscal year the District's revenues exceeded its expenses by \$2,240,648 (Table 6).

<b>Table 6: Trinity PUD Budget Summary</b>					
	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Actual</b>	<b>FY 2019-20 Actual</b>	<b>FY 2020-21 Budgeted</b>
<b>Revenues</b>					
Energy Sales	\$9,063,195	\$9,893,492	\$9,817,175	\$10,334,904	\$10,334,904
Surcharge Receipts	\$1,305,801	\$381,510	\$1,818,284	\$90,000	\$1,360,912
Other Receipts	\$1,837,568	\$1,230,890	\$2,217,089	\$2,707,163	\$1,855,641
<b>Total Revenues</b>	<b>\$12,206,565</b>	<b>\$11,505,892</b>	<b>\$13,215,548</b>	<b>\$13,132,067</b>	<b>\$13,551,457</b>
<b>Expenses</b>					
Power Acquisition	\$4,207,078	\$1,570,385	\$2,656,541	\$3,060,547	\$2,986,218
Operations & Maintenance	\$2,543,586	\$2,715,801	\$3,495,026	\$3,448,415	\$3,766,483
Customer Accounts	\$733,354	\$682,428	\$708,997	\$884,797	\$801,482
Administrative & General	\$1,188,999	\$1,219,960	\$1,409,236	\$1,276,531	\$1,705,688
Debt & Financing	\$1,801,457	\$1,960,469	\$1,622,736	\$2,221,130	\$1,630,866
<b>Total Expenses</b>	<b>\$10,474,474</b>	<b>\$8,149,043</b>	<b>\$9,892,536</b>	<b>\$10,891,419</b>	<b>\$10,890,738</b>
<b>Net Income</b>	<b>\$1,732,091</b>	<b>\$3,356,849</b>	<b>\$3,323,012</b>	<b>\$2,240,648</b>	<b>\$2,660,719</b>

### 5.3 Capital Outlay

The District's net income is used for capital outlay, which includes improvements to District electricity infrastructure and property. If the amount needed exceeds the annual net income then the reserve funds are used to make up the difference.

<b>Table 7: Trinity PUD Capital Outlay</b>					
	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21 Budgeted</b>
Distribution/ Transmission	\$2,858,974	\$1,957,902	\$2,190,299	\$2,867,155	\$5,888,499
Substations	\$255,837	\$27,535	\$104,445	\$746,000	\$447,575
Customer Accounts	\$198,000	\$2,389,724	\$472,532	\$245,772	\$350,205
Property & Facilities	\$30,000	\$33,220	\$9,931	\$110,000	\$155,008
<b>Total Revenues</b>	<b>\$3,342,811</b>	<b>\$4,408,381</b>	<b>\$2,777,207</b>	<b>\$3,968,927</b>	<b>\$6,841,286</b>

## 5.4 Budget Reserves

Trinity PUD maintains significant budget reserves details of which can be seen in Table 8 below. Trinity PUD has a goal to maintain reserves in the amount of six months or more of Operations and Maintenance Expenses, excluding power costs.

<b>Table 8: Trinity PUD Budget Reserve Balances</b>					
	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21 Budgeted</b>
Restricted	\$1,772,370	\$610,607	\$606,171	\$22,500	\$15,000
Encumbered	\$1,283,445	\$779,059	\$99,710	\$500,000	\$1,166,978
Customer Funds	\$197,969	\$438,172	\$19,737	\$455,593	\$437,873
Dedicated	\$248,852	\$219,000	\$97,000	\$442,407	\$636,667
Contingency	\$3,205,962	\$7,554,939	\$8,370,668	\$7,294,507	\$2,427,921
<b>Total Reserves</b>	<b>\$6,708,597</b>	<b>\$9,601,777</b>	<b>\$10,293,286</b>	<b>\$8,715,007</b>	<b>\$4,684,440</b>

## 5.5 Audit Information

The District conducts annual audits and the available audit information indicates that the financial health of the District is strong due to an increase in net position of \$1.676 million. Audit results are often not available for as much as six months after the end of the fiscal year due to the time it takes for the county to close its books and provide final results. The county acts as the bank repository for District funds and thus must close its books in order to complete the District audit.

As of this writing, the FY 18/19 audit has been completed and information from it can be seen in Table 9. Total assets and deferred outflows of resources increased \$0.808 million over the course of 2019. Total liabilities and deferred inflows of resources decreased \$0.868 million for a net increase to net position of \$1.676 million.

<b>Table 9: Trinity PUD FY 2018-19 Audit Information</b>		
	<b>2018</b>	<b>2019</b>
Assets and Deferred Outflows of Resources	\$51,964,477	\$52,772,030
Liabilities and Deferred Inflows of Resources	\$30,869,952	\$30,001,569
<b>Total Net Position</b>	\$21,094,525	\$22,770,461

Prepared by Baker Tilly Virchow Krause, LLP

## 5.6 Debt and Capital Leases

According to the FY 18/19 Audit, during FY 17/18, the District undertook a project to refinance the majority of its debt obligations. At the end of fiscal year 2019, the District had total long-term debt outstanding of \$21.347 million, including current maturities. \$0.555 million is comprised of 2010 Electric Revenue Bonds issued during fiscal year 2011, \$20.085 million of 2017 Series A Electric Revenue Bonds, \$0.405 million of 2017 Series B Electric Revenue Bonds, and \$0.302 million note payable to the United States Department of Agriculture.

## 6. GROWTH AND POPULATION

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### 6.1 Land Use

The Trinity County General Plan (2003) and Zoning Code guides land use decisions within Trinity County. Trinity County encompasses approximately 3,191 square miles of land (or roughly 2.0 million acres). The predominant features of the county include the Trinity River, Trinity Lake, and the Trinity Alps. Approximately 72 percent of the land is in State and Federal ownership, including a large portion of the Trinity National Forest, Six Rivers National Forest, and the Shasta Trinity National Recreational Area, as well as Bureau of Land Management lands. Of the roughly 28 percent of land in private hands, approximately 15 percent is industrial timber lands, while the remaining 13 percent of land is mainly in agricultural, commercial and residential uses.

The area served by Trinity PUD is largely agricultural, commercial timber production lands, recreation areas, and low density residential. More concentrated residential areas are located in the communities of downtown Weaverville and Hayfork. The District also contains areas of light industrial and commercial areas, generally along the Highway 299 corridor and includes areas along the Trinity River and Weaver Creek (See Figure 2).

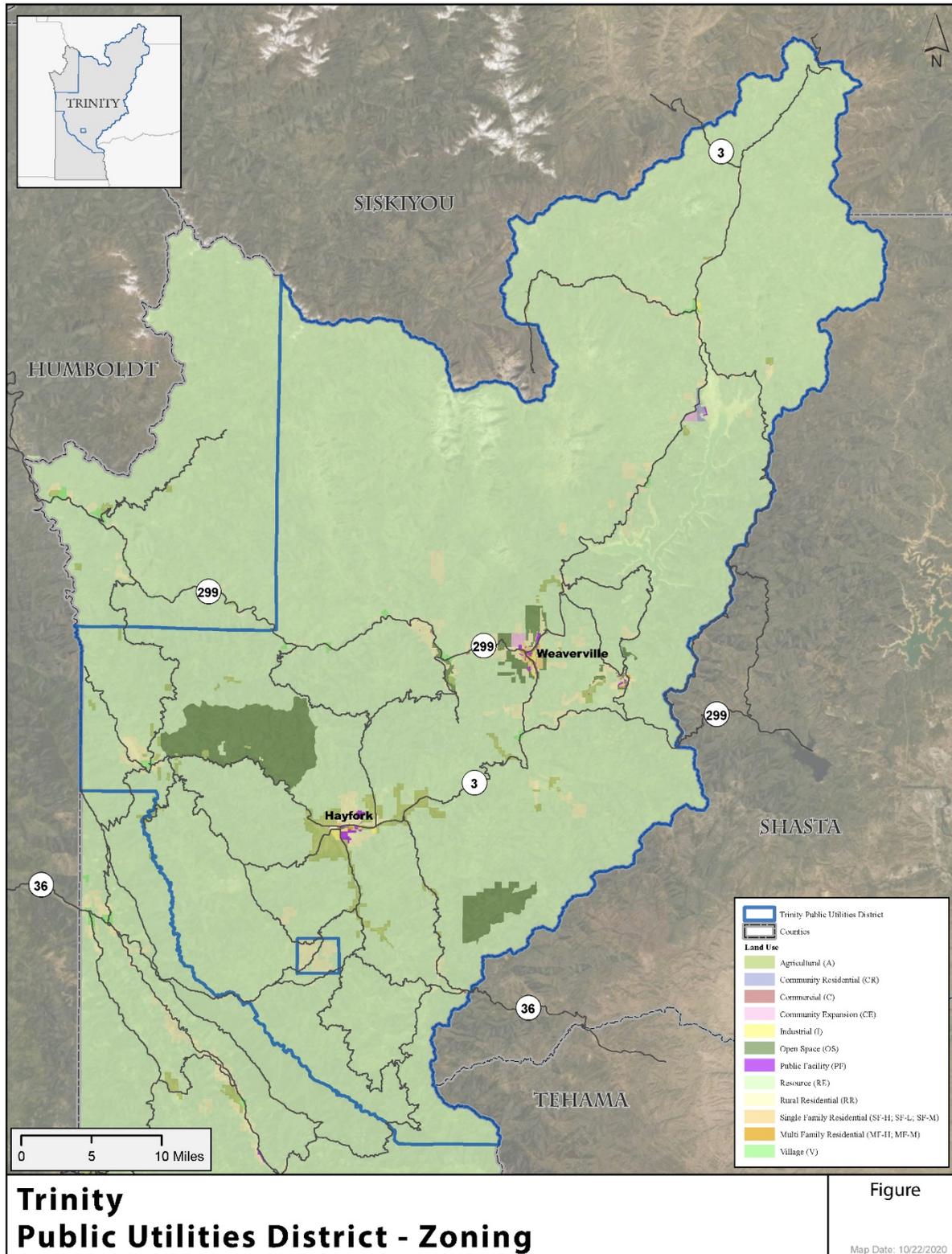
### 6.2 Existing Population and Projected Growth

Trinity PUD estimates a District population of approximately 12,000. The District will continue to grow based on current countywide growth rates. Trinity County's total 2019 countywide population is estimated to be 12,285, a decrease of -10.9% over the 2010 population of 13,786. Opportunities for growth exist within communities, but constraints such as flood plains and steep terrain are growth barriers for the remaining private lands within Trinity County.

### 6.3 Disadvantaged Unincorporated Communities

LAFCo is required to evaluate water service, sewer service, and structural fire protection within disadvantaged unincorporated communities as part of municipal service reviews, including the location and characteristics of any such communities. A disadvantaged unincorporated community (DUC) is defined as any area with 12 or more registered voters where the annual median household income is less than 80 percent of the statewide annual median household income (pursuant to Government Code Section 56033.5 and Water Code Section 79505.5). Within a DUC, three basic services are evaluated: water, sewage, and fire protection. Trinity PUD provides electricity services only and is therefore responsible for assuring that this service is adequately provided to the community. It can be assumed that communities outside of the Trinity PUD boundary qualify as disadvantaged based on average median household incomes for Trinity County.

**Figure 2: District Land Use**



## 7. MUNICIPAL SERVICE REVIEW DETERMINATIONS

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This section addresses the requirements of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (California Government Code Section 56430). As part of the municipal service review process, LAFCo makes the following written determinations.

[TO BE COMPLETED AS PART OF HEARING DRAFT]

- 1) Growth and population projections
- 2) The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the Sphere of Influence
- 3) Present and planned capacity of public facilities and adequacy of public services, including infrastructure needs or deficiencies
- 4) Financial ability of agencies to provide services
- 5) Status of, and opportunities for, shared facilities
- 6) Accountability for community service needs, including governmental structure and operational efficiencies
- 7) Any other matter related to effective or efficient service delivery, as required by commission policy

## 8. SPHERE OF INFLUENCE DETERMINATIONS

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[TO BE COMPLETED AS PART OF HEARING DRAFT]

- 1) Present and planned land uses in the area, including agricultural and open-space lands.
- 2) Present and probable need for public facilities and services in the area.
- 3) Present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide.
- 4) Existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency.
- 5) For an update of a sphere of influence of a city or special district that provides public facilities or services related to sewers, municipal and industrial water, or structural fire protection, the present and probable need for those public facilities and services of any disadvantaged unincorporated communities within the existing sphere.

## 9. REFERENCES

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State of California Department of Finance:

<http://www.dof.ca.gov/Forecasting/Demographics/Estimates/E-1/>

Trinity PUD FY 2018-19 Audited Financial Statements. Baker Tilly Virchow Krause, LLP

Trinity PUD 2020 Wildfire Mitigation Plan.

US Census Bureau: <https://www.census.gov/quickfacts/table/PST045215/06>

DRAFT



## Agenda Item: 7.A.

**Meeting:** February 16, 2021

**To:** Trinity LAFCO Commissioners

**From:** Colette Santsche, Executive Officer & Kathy Bull, Administrator/Clerk

**Subject:** Commission Policies and Procedures Update – Section 6. Conflict of Interest and Financial Disclosure

### **BACKGROUND:**

Trinity LAFCo has drafted Policies and Procedures pursuant to Section 56300(a) of the Cortese-Know-Hertzberg Local Government Reorganization Act of 2000. Previously at the June 16, 2020 Commission meeting, the Commission approved the staff updates for Section 1. General, “Bylaws”, and Related Administration Policies; and Section 2. LAFCo Operations and Financial Policies. Subsequently at the August 18, 2020 LAFCo meeting, the Commission approved updates for Section 3. Policies, Requirements & Criteria for Applications. At the October 20, 2020 LAFCo meeting, the Commission approved updates to Section 4. Services by Contract, which includes Outside Agency Services by Contract and Fire Protection Services by Contract. At the December 15, 2020 LAFCo meeting, the Commission approved updates to Section 5. Conducting Authority Proceedings. Staff will be providing the Commission various sections of the Policies and Procedures until completed.

### **DISCUSSION:**

Staff is providing the Commission with modifications to Section 6. Conflict of Interest and Financial Disclosure is provided for the Commission’s consideration.

Once all Sections of the Policies and Procedures have been revised and updated, staff will provide a complete Policy and Procedures document in its entirety for the Commission’s final approval.

### **RECOMMENDATION:**

Staff recommends that the Commission provide direction to staff regarding policy revisions and consider accepting proposed changes Section 6. Conflict of Interest and Financial Disclosure.

Attachment:  
Section 6. Conflict of Interest and Financial Disclosure

Colette Santsche, Executive Officer/e-mail: [colette@trinitylafco.org](mailto:colette@trinitylafco.org)  
Kathy Bull, Clerk Administrator/e-mail: [kathy@trinitylafco.org](mailto:kathy@trinitylafco.org)

## Section 6: CONFLICT OF INTEREST AND FINANCIAL DISCLOSURE

### 6.1.1 Conflict of Interest

The Political Reform Act, §81000 et.seq. requires each state and local government agency to adopt and promulgate a Conflict of Interest Code. The Fair Political Practices Commission (FPPC) has adopted a regulation, 2 California Code of Regulations (CCR) §18730, which contains the terms of a standard Conflict of Interest Code. This standard Code can be incorporated by reference and may be amended by the FPPC after public notice and hearings to confirm to amendments in the Political Reform Act. The terms of 2 CCR §18730 and any amendments to it duly adopted by the FPPC, are hereby incorporated by reference.

State law requires local elected officials, appointed officials, and certain employees to file annual reports concerning their personal financial interests, and to refrain from participating in public decisions that could affect their significant financial interests. Pursuant to Section 4 of the standard Code, persons serving in Designated Positions must file Statements of Economic Interests (Form 700) as required by Government Code Section 87200:

Commissioners and Alternate Commissioners  
Executive Officer  
Legal Counsel  
Consultants<sup>1</sup>

Subject to the definitions set forth in the Political Reform Act and applicable regulations, disclosure shall be made in the following Disclosure Categories:

- 1) All sources of income, including gifts;
- 2) Interests in real property located in whole or in part within, or not more than two (2) miles outside, the boundaries of Trinity County; and
- 3) Investments and business positions in business entities located in or doing business in Trinity County.

Statements of Economic Interests shall be filed with Trinity LAFCo.

### 6.1.2 Political Financial Disclosure

Pursuant to §56700.1, expenditures for political purposes related to an application must be disclosed. All applicants, including individual property owners and other representatives who are a party to a proceeding, are required to submit a financial

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<sup>1</sup> The disclosure by consultants is subject to the following limitation: The LAFCo consultant filing a Designated Position, is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Officer's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

Trinity LAFCO  
Policies, Guidelines and Procedures

disclosure statement as part of any application package [§84308]. Disclosure must be made in the same manner as disclosures for local initiative measures presented to the electorate.

Any applicant or an agent of an applicant who has made business or campaign contributions totaling \$250 or more to any Commissioner (regular or alternate) in the past twelve months, must disclose that fact for the official record of the Commission §84308(d). The disclosure of any such contribution (including amount of contribution and name of recipient Commissioner/s) must be made: (1) in writing and delivered to the Executive Officer prior to the hearing on the matter; or (2) by oral declaration made at the time the hearing on the matter is opened.

LAFCo members are disqualified and are not able to participate in any proceeding involving an “entitlement for use” if, within the 12 months preceding the LAFCo decision, the Commissioner received \$250 or more in campaign contributions from the applicant, and agent of the applicant or any financially interested person who actively supports or opposes the LAFCo decision on the matter.



**Agenda Item: 7.B.**

**Meeting:** February 16, 2021

**To:** Trinity LAFCo Commissioners

**From:** Colette Santsche, Executive Officer & Kathy Bull, Administrator/Clerk

**Subject:** Mid-Year Financial Report

**Background:**

LAFCo operating costs are annually funded by Trinity County (1/2) and special districts (1/2). Special District apportionments are proportional to each agency's total revenues as a percentage of the overall revenue amount collected. The apportionment funds are collected by the Trinity County Auditor.

**Discussion:**

Trinity LAFCo's adopted FY 2020-21 budget for staffing and services/supplies totaled \$49,900. Budgeted revenues from intergovernmental contributions and fund balance carryover also totaled \$49,900.

Mid-year actuals are provided in the Budget Attachment. With regard to revenues, the county and majority of independent special districts allocations have been collected by the Auditor. With regard to actual expenses, all costs are on track to be under budget at year end.

At the April meeting, staff will bring a Proposed Budget for FY 2021-22, with final budget adoption at the Commission's June meeting.

**Recommendation:**

Staff recommends the Commission receive and file this report. The Commission is invited to discuss the item and provide direction to staff as needed.

**Attachments.**

1. FY 2020-21 Mid-Year Budget Report

# Trinity LAFCo Budget

Fund No. 270-0100  
Department No. 8270

Categories	Acct #	FY 2018/19 Adopted Budget	FY 2018/19 Year End Actual	FY 2019/20 Adopted Budget	FY 2019/20 Budget Adjustments	FY 2019/20 Year End Actual	FY 2020/21 Adopted Budget
<b>REVENUES:</b>							
Interest	6601	-	1,963	-	-	1,671	-
LAFCo Fees (Applications)	8404	-		-	-	1,216	5,000
Cont From Other Agencies:							
County	9282	7,060	7,060	14,000	14,000	14,000	14,000
Indep Spec Districts	9285	7,060	7,157	14,000	14,000	13,450	14,000
<b>TOTAL Revenues</b>		<b>\$ 14,120</b>	<b>\$ 16,180</b>	<b>\$ 28,000</b>	<b>\$ 28,000</b>	<b>\$ 30,337</b>	<b>\$ 33,000</b>

<b>EXPENDITURES:</b>							
Memberships	2240	925	925	1,500	1,500	1,075	1,500
Office	2260	220	53	600	600	655	600
Professional & Specialized:	2300	12,675	-	40,800	40,800	39,837	45,800
- Staffing services				15,000	25,000	24,985	25,000
- MSR/SOI				25,000	15,000	11,732	15,000
- Applications				-	-	2,839	5,000
- Legal Counsel				500	500	-	500
- Web Service				300	300	282	300
Publications & Legal Notices	2500	300	522	500	500	947	500
Transportation & Travel	2750	-	-	1,500	1,500	406	1,500
Training	2756	-	-	-	-	-	-
Contrib to Non LAF Agency	3200	-		-	-	-	-
Transfer Out		-		-	-	-	-
<b>TOTAL Expenditures</b>		<b>\$ 14,120</b>	<b>\$ 1,500</b>	<b>\$ 44,900</b>	<b>\$ 44,900</b>	<b>\$ 42,921</b>	<b>\$ 49,900</b>

Operating Difference		\$ -	\$ 14,680	\$ (16,900)	\$ (16,900)	\$ (12,584)	\$ (16,900)
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*(Negative Balance Indicates Use of Reserves)*

<b>FUND BALANCE/RESERVES</b>							
Beginning Year Fund Balance		\$ 94,481		\$ 109,160			\$96,576
Ending Year Fund Balance			\$ 109,160			\$ 96,576	
Assigned/Designated Reserve Funds:	\$90,000						
Litigation Defense:	\$ 60,000						
Special Legal Counsel:	\$ 10,000						
Unanticipated Sp. Studies:	\$ 20,000						



Greetings from your CALAFCO Board of Directors and Executive Director. It seems that our collective hope for an uneventful start to 2021 was met with laughter and resistance from the universe. However, we remain undaunted and resolute to move forward in partnership with our members to make great things happen in 2021.

This Quarterly Report will begin by highlighting the good news in our CALAFCO family first, followed by Association updates. Happy reading!

#### LAFCOs in the News

##### **Santa Clara LAFCo Receives State APA Award for Communication and Outreach Plan**

After receiving the American Planning Association - California Northern Chapter's "Award of Excellence - Communication Initiative", **Santa Clara LAFCo's** project then received the State Chapter's 2020 Award of Excellence.

##### **San Bernardino and San Diego LAFCos Awarded Sustainable Agricultural Lands Conservation (SALC) Grants**

**San Bernardino LAFCo**, in partnership with the Inland Empire Resource Conservation District (IERCD), were awarded a SALC planning grant for \$220,475. The planning grant project aims to create a local tool for the preservation of agriculture lands, which does not currently exist in San Bernardino County. The goals of this project would be to encourage the long-term preservation of agricultural lands within San Bernardino County and develop local mitigation tools to provide a way for municipalities to preserve agricultural lands while continuing to address housing and growth needs.

**San Diego LAFCo**, in partnership with the Resource Conservation District (RCD) of Greater San Diego, the San Diego County Farm Bureau, the County of San Diego, and San Diego Association of Governments (SANDAG) were also awarded a SALC planning grant for \$250,000. The purpose for the funding is to develop a community vision and strategic plan to increase and preserve San Diego region's agricultural lands and preserve its economic viability in semi-rural and rural communities. The plan of action is to identify and monitor agricultural lands and uses to inform future preservation and enhancement opportunities.

The Strategic Growth Council (SGC) added LAFCos to the list of eligible entities to apply for SALC grants in January 2019 after many years of CALAFCO trying to get LAFCos eligible for state-level grant funding. Since then, **San Bernardino** and

**San Diego LAFCos** are the first two LAFCos to initiate a grant application.

CALAFCO congratulates **Santa Clara, San Bernardino and San Diego LAFCos** on their achievements!



#### Welcome to Our Newest Associate Member

CALAFCO welcomes our newest Silver Associate Member, **Holly Owen**, Certified Planner. Holly's services include Municipal Service Reviews and planning and feasibility studies. To contact Holly, you can email her at [holly.owen@gmail.com](mailto:holly.owen@gmail.com).

#### CALAFCO BOARD OF DIRECTORS

##### **CALAFCO BOARD CHANGES**

The Board recently welcomed three new Board members. In late October, two new members were elected to the Board. Representing the Coastal region county seat is **Christopher Lopez, Monterey LAFCo** Commissioner and County Supervisor. The central region county seat also has a new representative, **Merced LAFCo** Commissioner and County Supervisor **Daron McDaniel**. In January, the Board appointed a new member to fill the unexpired term of recently re-elected Board member Cheryl Brothers (who unfortunately lost her home election). Filling that unexpired term for the southern region city seat is **San Bernardino LAFCo** Commissioner and City of Fontana Mayor **Acquanetta Warren**.



The Board also gratefully acknowledges the outgoing Board members whose dedicated service to CALAFCO had a great impact: former **Monterey LAFCo** Commissioner **Jane Parker** (coastal region county rep); former **El Dorado LAFCo** Commissioner **Shiva Frentzen** (central region county rep); and former **Orange LAFCo** Commissioner **Cheryl Brothers** (southern region city rep).

# News from the Board of Directors

## CALAFCO QUARTERLY

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In November, the officers of the Board for 2020-21 were seated as follows:

**Chair** – *Michael Kelley*, Imperial LAFCo (southern)  
**Vice Chair** – *Anita Paque*, Calaveras LAFCo (central)  
**Secretary** – *Bill Connelly*, Butte LAFCo (northern)  
**Treasurer** – *Margie Mohler*, Napa LAFCo (coastal)  
**Immediate Past Chair** – *Michael McGill*, Contra Costa LAFCo (coastal)

During their November meeting, the Board made the following Committee appointments:

### Legislative Committee

Bill Connelly (North)  
Gay Jones (At-Large)  
Jo MacKenzie (South)  
Mike McGill (Coastal)  
Anita Paque (Central)  
Michael Kelley (a) (South)  
Chris Lopez (a) (Coastal)  
Daron McDaniel (a) (Central)  
Tom Murray (a) (At-Large)  
Josh Susman (a) (North)

### Elections Committee

Blake Inscore  
Gay Jones (Chair)  
Chris Lopez  
David West

### Awards Committee

Daron McDaniel  
Jo MacKenzie  
Margie Mohler  
Anita Paque (Chair)  
Josh Susman

### 2021 Annual Conference

David Couch  
Tom Murray  
Daniel Parra  
David West (Chair)

The CALAFCO Board met virtually for their biennial strategic planning session on January 21, followed by a regular Board meeting the next day on January 22 (also virtual). The full meeting packet for both sessions is located on the CALAFCO website (and accessible to all CALAFCO members). During the strategic planning session the Board discussed several topics of critical importance to the Association, including the current dues structure and population cap used, the ongoing practice of using 15% net profit from the Annual Conference to balance the budget, and the issue of extension of services as it relates to local agencies not always seeking LAFCo authorization of exemption or approval to extend services.

After spending time connecting as a group, the strategic planning session began with a dashboard review of the Association's work in 2020. Highlights included the cancellation of both the Staff Workshop and Conference (and the fiscal impact to the Association as a result of the Conference cancellation due to the reliance of the 15% net profit to balance the budget); the creation and delivery of a series of webinars offered at no cost to CALAFCO members; a new section on the CALAFCO website that houses these

webinars for on-demand viewing; updates to the CALAFCO website; and the legislative year that wasn't. Additional work accomplished that was not part of the strategic plan for 2020 included a successful transition of the two primary contractors to employees and the retention of the Executive Director (originally set to retire in the fall of 2020). The full 2020 dashboard review can be found on the CALAFCO website.

The Board spent a great deal of time discussing the member LAFCo dues issue after receiving a full report from the dues ad hoc committee. After reviewing the various models considered by the ad hoc committee (16 in total), the Board received one additional model that had updated population figures from the Department of Finance (using the existing FY 2020-21 model as the base). Again, after much discussion, the Board gave unanimous consent to maintaining all of the existing variables in the FY 2020-21 dues model, using the required updated population estimates and not adding the CPI increase (estimated at 3%) for the FY 2021-22 dues. This decision was formally ratified with unanimous approval during the Board meeting on January 22. An announcement regarding the FY 2021-22 dues was distributed February 9, and you can find the dues on the CALAFCO website.

The Board then discussed the ongoing structural deficit and dangerous fiscal practice of using an unreliable educational event net profit to balance the budget. They gave unanimous consensus to no longer using any net profit from any education event to balance the budget. Underscored this year without a Conference, the loss of that budgeted net profit created a structural deficit. That decision was also formally ratified with unanimous approval during their Board meeting on January 22.

Later that afternoon there was a discussion about the problem of local agencies not seeking LAFCo authorization to extend services. The Board brainstormed non-legislative ideas for consideration this year as an interim solution to a legislative fix in 2022. The day ended with a brief conversation about SMGA and the relationship between LAFCo and investor-owned utilities.

The Board will consider adopting the next two-year strategic plan (for 2021-22) at their April 30 meeting.

During their January 22 meeting, in addition to ratifying the decisions noted above, the Board received the second quarter financial reports and directed the Executive Director to create a rolling two-year budget going forward (beginning with the draft FY 2021-22 budget) and adopted the 2021 legislative policies with the recommended amendment of the Legislative Committee.



# News from the Board of Directors

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### CALAFCO EDUCATIONAL EVENTS

#### 2021 STAFF WORKSHOP AND ANNUAL CONFERENCE

##### Staff Workshop

Due to the COVID-19 pandemic, CALAFCO's Staff Workshop was once again cancelled. The workshop was scheduled for March 17-19 in Newport Beach.

CALAFCO staff successfully negotiated a revision in the facility contract for 2022 at the same rates as 2021. We are still working with the mobile workshop vendors to try and roll over the deposits for that event and will keep you posted.

We wish to thank our Workshop hosts, *Imperial* and *Orange LAFCos* who have graciously agreed to host in 2022 - third time is a charm they say!

CALAFCO is currently polling LAFCo staff on their desire to have something offered for staff only in a virtual format. Watch for updates soon. *If your LAFCo staff have not provided us that feedback, please do so by the deadline of February 12.*

*Mark your calendars for the Staff Workshop on March 23 - 25, 2022.*

##### Annual Conference

The Annual Conference, hosted by CALAFCO, is currently scheduled for **October 6 - 8** at the *Hyatt Regency Newport Beach John Wayne Airport*. We are hopeful by that time we will be able to safely meet in person, and the Conference planning committee will begin their work very soon. Watch for a call for program planning volunteers.

#### CALAFCO UNIVERSITY

We were pleased to offer six virtual sessions in 2020 between August and December. This year, CALAFCO is planning several virtual CALAFCO U sessions for the first half of the year. Once again, these sessions will be offered to our members at no cost to you. *Watch for save-the-date announcements coming very soon.* As a teaser, we are planning for a three-part session on Fire and EMS Agency reorganizations in March and another session on Hiring Best Practices in May.



#### CALAFCO ADMINISTRATIVE UPDATE

CALAFCO staff are working on the annual updates of the Membership Directory. It's requested you respond to the request for updates when you receive them from us.



### CALAFCO LEGISLATIVE UPDATE



The new two-year legislative session is in full swing and it is anticipated to be another interesting year. As the deadline to introduce legislation nears (Feb. 19), we are seeing a large number of bills relating to COVID-19 response, wildfire prevention, education, healthcare and bridging the equity divide.

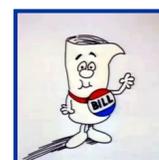
CALAFCO is sponsoring the 2021 Assembly Local Government Committee (ALGC) Omnibus bill and continues the work of the Protest Provision Rewrite Working Group as legislative priorities for 2021. The Working Group, consisting of 18 members (CALAFCO, CSDA, League, CSAC and reps from both local government committees) reconvened and has approved the submission of several obsolete special provisions relating to protests into the Omnibus bill. The group is also working on drafting language to consolidate all existing protest language into one section within CKH, and the subcommittee that is looking at the protest percentage threshold variances is reconvening.

CALAFCO has also been working closely since last fall with Senator Caballero's staff and the sponsors of SB 414 (2019-20) on a redo of that bill. Our conversations have included offering amendments to write LAFCos back into the formation process of the new water authorities. Although the new bill has not yet been introduced (as of the writing of this Report), it is expected before the 2/19 deadline.

The 2020 CKH Guide is now available to download from the CALAFCO website. We are also accepting orders for the hard copy version. Visit the CALAFCO website for details.

Full 2020 legislative reports from the ALGC and Senate Governance & Finance Committees are also available on the CALAFCO website.

All bills being tracked by CALAFCO can be found on the CALAFCO website inside the Legislation section of the site (log in with your member id first to access this section). The CALAFCO Legislative Committee meets regularly and all meeting materials are located in the Legislation section of the CALAFCO website.





### CALAFCO ASSOCIATE MEMBERS' CORNER



This section is dedicated to highlighting our Associate Members. The information below is provided to CALAFCO by the Associate member upon joining the Association. All Associate member information can be found in the CALAFCO Member Directory.

#### City of Rancho Mirage

The **City of Rancho Mirage** has been a Silver Associate Member since July 2010. With a population of just over 18,000, the **City of Rancho Mirage** is located in the County of Riverside. The City offers an abundant amount of sunshine, great climate, and related resort-style living. For more information about the City, contact the Director of Development Services, **Jeremy Gleim**, at [jeremyg@ranchomirageca.gov](mailto:jeremyg@ranchomirageca.gov), or at 760-328-2266. Learn more about the City on their website at [www.ranchomirageca.gov](http://www.ranchomirageca.gov).



#### County Sanitation Districts of Los Angeles County

**The County Sanitation Districts of Los Angeles County** has been a Silver Associate Member since July 2005. They are a public agency focused on converting waste into resources like recycled water, energy and recycled materials. The agency consists of 24 independent special districts serving about 5.6 million people in Los Angeles County. The service areas cover approximately 850 square miles and encompass 78 cities and unincorporated areas in the county. For more information on the Districts, contact **Donna Curry** at [dcurry@lacsdc.org](mailto:dcurry@lacsdc.org), or visit their website at [www.lacsdc.org](http://www.lacsdc.org).



#### Rancho Mission Viejo

**Rancho Mission Viejo** has been a Silver Associate Member since June 2005. They are responsible for the development and management of a governance structure for a 23,000-acre, 14,000 home planned community. For more information, visit them at [www.ranchomissionviejo.com](http://www.ranchomissionviejo.com) or contact Michael Balsamo at [mbalsamo@ranchomv.com](mailto:mbalsamo@ranchomv.com).



**RANCHO MISSION VIEJO**

#### QK

A Silver Associate Member since September 2010, **QK** (formerly Quad Knopf) provides planning, engineering, biology, environmental and survey services to public and private clients. Their planners have previous experience working for public agencies, including serving as LAFCo Analysts and Executive Officers. They specialize in the San Joaquin and Sacramento Valley regions. For more information on **QK**, visit their website at [www.qkinc.com](http://www.qkinc.com), or contact **Jerome Keene** at [jerome.keene@qkinc.com](mailto:jerome.keene@qkinc.com).



*CALAFCO wishes to thank all of our Associate Members for your ongoing support and partnership. We look forward to continuing to highlighting you in future Quarterly Reports.*

#### Did You Know??

##### CALAFCO 2020 Survey

**Did you know** we recently published the **2020 survey of member LAFCos relating to COVID?** The survey included questions about current and future operations, staffing models, commission meeting methods, and budget impacts.



##### Meeting Documents Online

**Did you know** that all **CALAFCO Board of Directors and Legislative Committee meeting documents are online?** Visit the Boards & Committees pages in the Members Section of the site. Board documents date back to 2008 and Legislative Committee documents back to 2007.

##### CALAFCO Courses Archived

**Did you know** that all **CALAFCO University course materials are now archived on the CALAFCO website?** Visit the CALAFCO website in the CALAFCO U Course Material Archive section.

#### Mark Your Calendars For These Upcoming CALAFCO Events

- ❖ CALAFCO Legislative Committee virtual meeting - 2/19
- ❖ CALAFCO Legislative Committee virtual meeting - 3/26
- ❖ CALAFCO Board of Directors virtual meeting - 4/30



The **CALAFCO 2021 Calendar of Events** can be found on the CALAFCO website.

*As we continue to face both known and unknown challenges, your CALAFCO Board and Staff wish all of you to stay safe and be healthy. We thank you for your continued dedicated service to the communities you serve. Be well.*