

YOLO LOCAL AGENCY FORMATION COMMISSION

Regular Meeting AGENDA

September 25, 2025 - 9:00 a.m.

BOARD OF SUPERVISORS CHAMBERS
625 COURT STREET, ROOM 206
WOODLAND, CA 95695

COMMISSIONERS

BILL BIASI, CHAIR (City Member)
OSCAR VILLEGAS, VICE CHAIR (County Member)
LUCAS FRERICHS (County Member)
PAMELA MILLER (Public Member)
GLORIA PARTIDA (City Member)

ALTERNATE COMMISSIONERS

SHEILA ALLEN (COUNTY MEMBER)
TANIA GARCIA-CADENA (CITY MEMBER)
ERIK VINK (PUBLIC MEMBER)

CHRISTINE CRAWFORD
EXECUTIVE OFFICER

ERIC MAY
COMMISSION COUNSEL

Meetings of the Yolo Local Agency Formation Commission (LAFCo) are held in person in the Board of Supervisors chambers, located at 625 Court Street, Suite 206, Woodland, CA. LAFCo will, to the best of its ability, provide hybrid and remote options for LAFCo meeting participants and to the public; however, LAFCo cannot guarantee these options will be available due to technical limitations outside our control. For assurance of public comment, LAFCo encourages in-person and written public comments to be submitted. The Zoom link / phone number and instructions for participating in the meeting through Zoom are set forth in the "Public Participation Instructions" on the final page of this agenda.

NOTICE:

This agenda has been posted at least five (5) calendar days prior to the meeting in a location freely accessible to members of the public, in accordance with the Brown Act and the Cortese-Knox-Hertzberg Act. The public may subscribe to receive emailed agendas, notices and other updates by contacting staff at lafoo@yolocounty.org.

All persons are invited to testify and submit written comments to the Commission. If you challenge a LAFCo action in court, you may be limited to issues raised at the public hearing or submitted as written comments prior to the close of the public hearing. If you wish to submit written material at the hearing, please supply 8 copies.

FPPC - Notice to All Parties and Participants in LAFCo Proceedings

All parties and participants on a matter to be heard by the Commission that have made campaign contributions totaling more than \$500 to any Commissioner in the past 12 months must disclose this fact, either orally or in writing, for the official record as required by Government Code Section 84308.

Contributions and expenditures for political purposes related to any proposal or proceedings before LAFCo are subject to the reporting requirements of the Political Reform Act and the regulations of the Fair Political Practices Commission, and must be disclosed to the Commission prior to the hearing on the matter.

AGENDA

PLEASE NOTE - The numerical order of items on this agenda is for convenience of reference. Items may be taken out of order upon request of the Chair or Commission members.

CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. Public Comment: This is an opportunity for members of the public to address the Commission on subjects relating to LAFCo purview but not relative to items on this Agenda. The Commission reserves the right to impose a reasonable time limit on any topic or on any individual speaker.

CONSENT AGENDA

4. Approve the LAFCo meeting minutes of July, 24, 2025
5. Correspondence

REGULAR AGENDA

6. Consider Resolution No. 2025-08 authorizing the Madison Community Services District ("District") to provide out of agency water and sewer services to APN 049-461-004 located on the northeast corner of Hurlbut and Railroad Streets in the unincorporated community of Madison, and find the project is categorically exempt from CEQA (LAFCo No. 25-04)
7. Discussion and direction regarding potential updates to Yolo LAFCo Agricultural Conservation Policies addressing Strategic Work Plan Items 6.2 "Study agricultural land conversion for climate change needs" and 6.4 "Consider updates to LAFCo's agricultural conservation policies, including adjusting the agricultural mitigation ratio" (no action will be taken)

EXECUTIVE OFFICER'S REPORT

8. A report by the Executive Officer on recent events relevant to the Commission and an update of staff activity for the month. The Commission or any individual Commissioner may request that action be taken on any item listed.
 - a. CALAFCO Legislative Summary
 - b. Long Range Planning Calendar

COMMISSIONER REPORTS

9. Action items and reports from members of the Commission, including announcements, questions to be referred to staff, future agenda items, and reports on meetings and information which would be of interest to the Commission or the public.

ADJOURNMENT

10. Adjourn to the next Regular LAFCo Meeting

I declare under penalty of perjury that the foregoing agenda was posted by 5:00 p.m. Friday, September 19, 2025 at the following places:

- On the bulletin board outside the east entrance of the Erwin W. Meier County Administration Building, 625 Court Street, Woodland, CA;
- On the bulletin board outside the Board of Supervisors Chambers, 625 Court Street, Room 206, Woodland, CA: and,
- On the LAFCo website at: www.yololafco.org.

ATTEST:

Terri Tuck, Clerk
Yolo LAFCO

A.D.A. NOTICE

If requested, this agenda can be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 and the Federal Rules and Regulations adopted in implementation thereof. Persons seeking an alternative format should contact the Commission Clerk for further information. In addition, a person with a disability who requires a modification or accommodation, including auxiliary aids or services, in order to participate in a public meeting should contact the Commission Clerk as soon as possible and at least 24 hours prior to the meeting. The Commission Clerk may be reached at 530-666-8048 or at the following address: Yolo LAFCo, 625 Court Street, Suite 107, Woodland, CA 95695.

PUBLIC PARTICIPATION INSTRUCTIONS:

Meetings of the Yolo Local Agency Formation Commission (LAFCo) are held in person in the Board of Supervisors chambers, located at 625 Court Street, Room 206, Woodland, CA. If you cannot attend the LAFCo meeting in person but desire to follow the meeting remotely, make a public comment, or comment on a specific item on the agenda, you may do so by:

- Joining through Zoom on your computer at <https://yolocounty.zoom.us/j/83450622345>, or participate by phone by calling 1-408-638-0968, Webinar ID: 881 7942 9444. Please note there is no participant code, you will just hit # again after the recording prompts you.
- If you are joining the meeting via Zoom and wish to make a comment on an item, press the "raise a hand" button. If you are joining the meeting by phone, press *9 to indicate a desire to make comment. The moderator will call you by name or phone number when it is your turn to comment. Press *6 to unmute. The Commission reserves the right to impose a reasonable limit on time afforded to any topic or to any individual speaker.
- If you wish to submit a written comment on a specific agenda item or on an item not on the agenda, please email the Commission Clerk at lafco@yolocounty.org or send to 625 Court Street, Suite 107, Woodland, CA 95695. Please include meeting date and item number. Please submit your comment by 2:00pm the day prior to the meeting, if possible, to provide the Commission a reasonable opportunity to review your comment in advance of the meeting. All written comments are distributed to the Commission, filed into the record, but will not be read aloud.

Please note that LAFCo cannot guarantee that hybrid and remote options will be available due to technical limitations outside our control. For assurance of public comment, LAFCo encourages in-person or written public comments to be submitted.

Consent 4.

LAFCO

Meeting Date: 09/25/2025

Information

SUBJECT

Approve the LAFCo meeting minutes of July, 24, 2025

RECOMMENDED ACTION

Approve the LAFCo meeting minutes of July, 24, 2025.

Attachments

Minutes 07.24.25

Form Review

Inbox

Christine Crawford

Form Started By: Desirae Leverett

Final Approval Date: 09/17/2025

Reviewed By

Christine Crawford

Date

09/16/2025 04:53 PM

Started On: 09/16/2025 10:14 AM

YOLO LOCAL AGENCY FORMATION COMMISSION

MEETING MINUTES

July 24, 2025

The Yolo Local Agency Formation Commission met on the 24th day of July 2025, at 9:00 a.m. in the Yolo County Board of Supervisors Chambers, 625 Court Street, Room 206, Woodland CA. Voting members present were Chair and City Member Bill Biasi, City Member Gloria Partida, County Members Lucas Frerichs and Oscar Villegas, and Public Member Pamela Miller. Alternate Members absent were City Member Tania Garcia-Cadena, Public Member Erik Vink, and County Member Sheila Allen. Others present were Executive Officer Christine Crawford, Clerk Terri Tuck, and Counsel Eric May.

CALL TO ORDER

Chair Biasi called the Meeting to order at 9:05 a.m.

Item № 1 Pledge

JD Trebec led the Pledge of Allegiance.

Item № 2 Roll Call

PRESENT: Frerichs, Miller, Partida, Villegas, Biasi ABSENT: None

Item № 3 Public Comments

There were no public comments.

CONSENT

Item № 4 Approve the June 26, 2025, LAFCo meeting minutes

Item № 5 Correspondence

Minute Order 2025-21: The recommended actions on Consent were approved.

MOTION: Villegas SECOND: Miller
AYES: Frerichs, Miller, Partida, Villegas, Biasi
NOES: None

PUBLIC HEARING

Item № 6 Consider approval of Resolution 2025-07 adopting the River Port Services Municipal Service Review (MSR) and Sphere of Influence (SOI) Study for the Sacramento-Yolo Port District, determining the MSR/SOI is exempt from the California Environmental Quality Act (CEQA) (LAFCo No. 25-02)

After an overview report by staff, the Chair opened the Public Hearing. Port General Manager Rick Toft spoke. The Public Hearing was closed.

Minute Order 2025-22: The recommended action was approved, adopting **Resolution 2025-07**, adopting the River Port Services Municipal Service Review (MSR) and Sphere of Influence (SOI) Study, and determining that the MSR/SOI is exempt from the California Environmental Quality Act (CEQA) (LAFCo No. 25-02).

MOTION: Villegas
SECOND: Partida
AYES: Frerichs, Miller, Partida, Villegas, Biasi
NOES: None

Regular Agenda

Item № 7 Receive status update on the 2024 Municipal Service Review (MSR) for Flood Protection Services and consider recommendations for Reclamation Districts (RD) 307 and 765

After an overview report by staff, RD 765 trustee Patrick Markham spoke.

Minute Order 2025-23: A motion was made to request the County Auditor provide for an audit of RD 307 per Government Code §26909 and charge the costs to the District's unencumbered funds.

MOTION: Miller
SECOND: Villegas
AYES: Frerichs, Miller, Partida, Villegas, Biasi
NOES: None

Item № 8 Consider CALAFCO 2025 Board of Director nominations for one city member and one public member for the Central Region and designate a voting delegate and alternate for the election at the CALAFCO Annual Conference

Minute Order 2025-24: Executive Officer Christine Crawford and Deputy Executive Officer JD Trebec were designated the voting delegate and alternate respectively.

MOTION: Partida
SECOND: Frerichs
AYES: Frerichs, Miller, Partida, Villegas, Biasi
NOES: None

Item № 9 Executive Officer's Report

The Commission was verbally updated on recent events relevant to the Commission, including the CALAFCO Legislative Summary and the Long-Range Planning Calendar.

Staff noted that the ongoing discussion concerning potential financial needs within various Reclamation Districts in order to perform their audits would continue, as would the Commission's request for an update on any plans developed with the Department of Financial Services to address these challenges.

Item № 10 Commissioner Reports

There were no reports.

Item № 11 Adjournment

Minute Order 2025-20: By order of the Chair, the meeting was adjourned at 10:06 a.m. to the next regular meeting.

ATTEST:

Terri Tuck
Clerk to the Commission

Bill Biasi, Chair
Local Agency Formation Commission
County of Yolo, State of California

LAFCO

Meeting Date: 09/25/2025

Information

SUBJECT

Correspondence

RECOMMENDED ACTION

Review and file the following correspondence:

- A. CALAFCO Proposed Bylaws Amendments Oct 2025
- B. CALAFCO Memo to Membership re 7-25-25 Board Meeting Actions
- C. Letter to DFS Re Providing RD 307 Audit - Jul 31, 2025
- D. CALAFCO Retreat Action Plan FINAL - Aug 26 update
- E. Woodland GPA Policy 2.A.1 LAFCo NOP Comment Letter
- F. LAFCO-Yolo County Farm Bureau Comment Letter-RE:Yolo Rural Cemeteries Resolution

Attachments

- ATT A-CALAFCO Proposed Bylaws Amendments Oct 2025
- ATT B-CALAFCO Memo to Membership re 7-25-25 Board Meeting Actions
- ATT C-Letter to DFS Re Providing RD 307 Audit - Jul 31, 2025
- ATT D-CALAFCO_Retreat_ActionPlan_FINAL - Aug 26 update
- ATT E-Woodland GPA Policy 2.A.1 LAFCo NOP Comment Letter
- ATT F-LAFCO-Yolo Rural Cemeteries-YCFB Resolution

Form Review

Inbox

Christine Crawford

Form Started By: Desirae Leverett

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Reviewed By

Christine Crawford

Date

09/16/2025 04:55 PM

Started On: 09/16/2025 10:35 AM

Memo

To: Member LAFCOs
From: CALAFCO Board of Directors and Transition Team
Date: August 15, 2025
Subject: **CALAFCO Board Recommending Bylaws Amendments at October 23, 2025 Annual Business Meeting**

Dear Member LAFCOs,

This October, you will be asked to vote on several proposed amendments to CALAFCO's Bylaws. These changes are part of the larger Association transformation effort underway and are in direct response to feedback from Member LAFCOs.

One amendment adds the four Regional Officers as voting members of the Board. This action is a vital next step in CALAFCO's ongoing transition and creates broader Board representation to enhance capacity and decision-making. (Refer to Bylaws Section 4.1.)

The proposed amendment to Bylaws Section 4.2.1 changes the term of office for newly elected Board Members to begin on December 1 in the year in which they were elected. This change allows new Board Members time for appropriate onboarding and orientation before taking office, supporting their successful governance capability.

To support the Bylaws change approved by the membership in 2024 (in Section 4.4 which addresses potential termination due to attendance), Section 4.3(C) has been added to explicitly state that a vacancy may occur as a result of the attendance matters outlined in Section 4.4.

In Section 4.5.6, it is proposed to remove the ability for a Board Member to give proxy to the Executive Director to establish a quorum for Board Meetings.

All other proposed amendments are minor and non-substantive.

Supported by the Board in February and again unanimously in July 2025, this proposal reflects a shared desire to better align Board representation with the operational knowledge and institutional insight of LAFCO Executive Officers and support new Board Members by better preparing them to take office. It is part of a broader package of reforms that began in 2024 and continue in response to concerns raised by Member LAFCOs.

These amendments do not increase costs or dues. Rather, they strengthen CALAFCO by:

- Broadening representation on the Board
- Enhancing the quality of deliberation and decision-making
- Setting the stage for full Executive Officer participation on the Board
- Strengthens Board governance and best practices

Failure to approve these changes will undermine the possibility of future inclusion of Executive Officers as voting Board members and will hamper CALAFCO's ability to properly prepare new Board Members for their role. We believe that the outcome would be detrimental to the long-term health, viability and relevance of the Association.

We urge you to review the enclosed FAQ, presentation, and proposed Bylaws changes and share this information with your Commission. For questions, please contact Transition Team member Pamela Miller at pmiller@millermcg.com, Interim Executive Director José Henríquez at jhenriquez@calafco.org, your Regional Officer or your Board Member representatives.

We truly appreciate your continued support.

Sincerely,

CALAFCO Board of Directors & Transition Team

—

Attachment: Bylaws reflecting proposed amendments in tracked changes as approved by the Board on February 7, and July 25, 2025



Proposed Bylaws Changes

To be considered at the October 2025 Annual Business Meeting

Q: What is CALAFCO proposing?

A: The Board is recommending the Membership approve the following Bylaws amendments:

- Adding the four Regional Officers as voting members of the CALAFCO Board of Directors (Section 4.1). This is an interim step toward ultimately giving Executive Officers the ability to serve as voting Board members, pending future Membership approval;
- Changing the effective date of Board Members' term of office to begin December 1 in the year of their election, beginning with the 2026 election (Section 4.2.1); and
- Other minor, non-substantive clean-up amendments.

Q: Why are these changes being proposed?

A: The proposed changes are a critical milestone in CALAFCO's organizational transition. They are in response to feedback from Member LAFCOs and are part of a larger effort that includes new leadership, updated policies and procedures, and ongoing transformation efforts. Adding Regional Officers to the Board will strengthen representation and enhance decision-making by incorporating deeper institutional and operational knowledge. Changing the effective date of assuming office allows newly elected Board Members time for proper onboarding and orientation before taking office.

Q: What are the benefits of the changes?

- **Broader Representation:** Balances policymaker insight with expert operational knowledge from LAFCO practitioners.
- **Increased Board Capacity:** Enhances institutional knowledge and brings in day-to-day LAFCO experience.
- **Responsiveness:** Aligns CALAFCO's governance with the evolving needs of its membership.
- **Stronger Decisions:** Leads to better-informed, more relevant Board deliberations and outcomes.

Q: What happens if these changes are not approved?

A: Failure to pass the amendments will likely halt further progress toward seating Executive Officers as voting Board members—an outcome that would significantly limit CALAFCO's ability to evolve and reflect its full membership; and will hamper CALAFCO's ability to properly prepare new Board Members for their role.

Q: When is the vote and who votes?

A: The vote takes place at the CALAFCO Annual Business Meeting on October 23, 2025, at 9:00 a.m., during the Annual Conference in San Diego. Each member LAFCO in good standing may designate a voting delegate to vote in person (pursuant to Bylaws Sections 3.5 through 3.7).

California Association of
Local Agency Formation Commissions



SUPPORTING SUSTAINABLE
COMMUNITY GROWTH

Strengthening the CALAFCO Board

2025 Bylaws Amendment Proposal

AUGUST, 2025



Why This Matters



Direct response to concerns raised by Member LAFCOs



Part of broader reform efforts (staffing, policies, governance)



Builds a stronger, more responsive and cohesive CALAFCO



What's Changing

Adds the four Regional Officers as **voting members** of the Board

First step toward **Executive Officers** being eligible to be elected to the Board



Why Support It?



**More inclusive
decision-making**



**Balances
policymaker and
practitioner
perspectives**



**Enhances
institutional
knowledge**



**Creates a more
responsive
Association**

What's At Stake



Risk of stalling CALAFCO's progress and responsiveness to the membership



Let's move forward – together



An aerial photograph of a farm landscape. In the foreground, there are rows of brown, tilled soil. A dirt road runs through the middle ground, separating a field of green corn from a field of brown soil. In the background, there are rolling hills under a blue sky with light clouds. The image is partially obscured by a blue and orange geometric overlay on the right side.

Final Thoughts & Discussion

BYLAWS
OF THE
CALIFORNIA ASSOCIATION OF LOCAL AGENCY FORMATION COMMISSIONS

ARTICLE I

OFFICES

1.1 Principal Office. The principal office of California Association of Local Agency Formation Commissions (“Corporation”) is located at California Local Agency Formation Commissions, 1451 River Park Drive, Suite 185, Sacramento, California 95815¹.

1.2 Change of Address. The Board of Directors (“Board”) (as that term is defined in Section 4.1.1 of these Bylaws) hereby is granted full power and authority to change the location of the principal office of Corporation. Any such change shall be noted by the Secretary in these Bylaws, but shall not be considered an amendment of these Bylaws.

ARTICLE II

MEMBERS

2.1 Classification and Qualifications of Members. The Corporation shall have three (3) classes of members as follows: Member Local Agency Formation Commissions (“Member LAFCOs”)~~s~~; Officers of Member LAFCOs; and Associate Members. Member LAFCOs shall be any local agency formation commission (“LAFCO”), which have paid the required annual membership dues and assessments and have indicated by appropriate action their desire to join the Corporation. Officers of Member LAFCOs shall be any regular or alternate Commissioner, executive officer, deputy executive officer, legal counsel, or deputy legal counsel of any Member LAFCO in good standing as a Member LAFCO. Associate Members of the Corporation shall be any member of the public, a government agency, a business, or an educational institution, either who or which has paid the required annual membership dues and assessments and has indicated by appropriate action ~~its~~their desire to join the Corporation. Notwithstanding any other provision in these Bylaws to the contrary, the terms generally meaning “approval of members or the membership” or “ratification by the members or membership” or “adopted by the members or membership” shall mean such approval or ratification or adoption by ~~members~~Members LAFCOs eligible to vote.

2.2 Membership Dues. The Board shall identify the privileges, and set the amount of membership dues, in accordance herewith, for membership categories during the budget adoption process. The membership dues payable to the Corporation for the admission calendar year by newly admitted members shall be payable in full at the time of admittance. The amount of membership dues and the time or times of payment may, in accordance herewith, be determined and fixed by the Board, and a member, upon learning of any change in such amount or the time or

¹ Office location changed on August 1, 2023.

times of payment, may avoid liability therefor by promptly resigning from membership.
(Amended 6 September 2006)

2.2.1 Notwithstanding the foregoing, Member LAFCO annual membership dues shall be levied based upon a formula that includes the following components:

(1) Dues are population based. The fiscal year 2020-2021 dues uses a 0.013802199 per capita rate and 2020 population estimates based on data from the California Department of Finance.

(2) A base charge as set by the Board ~~of Directors~~, which shall be the same for each Member LAFCO. The base charge for fiscal year 2020-2021 is \$1,000 per LAFCO.

(3) A population threshold as set by the Board ~~of Directors~~.

(4) Population estimates per County updated annually based on data provided by the California Department of Finance.

(5) The per capita rate shall be set by the Board ~~of Directors~~.

(6) No Member LAFCO will pay less than its current dues based on the baseline dues of fiscal year 2018-2019.

2.2.2 Based on the above-described formula, the fiscal year 2020-2021 dues for each Member LAFCO are as follows:

County	Population Estimate 2020	Population For Dues Calculation	Base Dues	Per Capita Dues	Base + Per Capita Dues	Total Per Capita Rate
ALAMEDA	1,703,660	700,000	1,000	9,662	10,662	0.0063
ALPINE	1,107	1,107	1,000	15	1,015	0.9171
AMADOR	37,560	37,560	1,000	518	1,518	0.0404
BUTTE	230,701	230,701	1,000	3,184	4,184	0.0181
CALAVERAS	44,953	44,953	1,000	620	1,620	0.0360
COLUSA	23,144	23,144	1,000	319	1,319	0.0570
CONTRA COSTA	1,178,639	700,000	1,000	9,662	10,662	0.0090
DEL NORTE	26,997	26,997	1,000	373	1,373	0.0508
ELDORADO	189,576	189,576	1,000	2,617	3,617	0.0191
FRESNO	1,033,095	700,000	1,000	9,662	10,662	0.0103
GLENN	29,691	29,691	1,000	410	1,410	0.0475
HUMBOLDT	137,711	137,711	1,000	1,901	2,901	0.0211
IMPERIAL	195,814	195,814	1,000	2,703	3,703	0.0189
INYO	18,724	18,724	1,000	258	1,258	0.0672
KERN	930,885	700,000	1,000	9,662	10,662	0.0115
KINGS	154,549	154,549	1,000	2,133	3,133	0.0203

LAKE	65,302	65,302	1,000	901	1,901	0.0291
LASSEN	30,626	30,626	1,000	423	1,423	0.0465
LOS ANGELES	10,435,036	700,000	1,000	9,662	10,662	0.0010
MADERA	162,990	162,990	1,000	2,250	3,250	0.0199
MARIN	265,152	265,152	1,000	3,660	4,660	0.0176
MARIPOSA	18,031	18,031	1,000	249	1,249	0.0693
MENDOCINO	90,175	90,175	1,000	1,245	2,245	0.0249
MERCED	286,746	286,746	1,000	3,958	4,958	0.0173
MODOC	9,422	9,422	1,000	130	1,130	0.1199
MONO	13,986	13,986	1,000	193	1,193	0.0853
MONTEREY	454,599	454,599	1,000	6,274	7,274	0.0160
NAPA	143,800	143,800	1,000	1,985	2,985	0.0208
NEVADA	99,548	99,548	1,000	1,374	2,374	0.0238
ORANGE	3,260,012	700,000	1,000	9,662	10,662	0.0033
PLACER	397,368	397,368	1,000	5,485	6,485	0.0163
PLUMAS	19,374	19,374	1,000	267	1,267	0.0654
RIVERSIDE	2,500,975	700,000	1,000	9,662	10,662	0.0043
SACRAMENTO	1,572,886	700,000	1,000	9,662	10,662	0.0068
SAN BENITO	60,067	60,067	1,000	829	1,829	0.0305
SAN BERNARDINO	2,230,602	700,000	1,000	9,662	10,662	0.0048
SAN DIEGO	3,398,672	700,000	1,000	9,662	10,662	0.0031
SAN FRANCISCO	905,637	700,000	1,000	9,662	10,662	0.0118
SAN JOAQUIN	782,662	700,000	1,000	9,662	10,662	0.0136
SAN LUIS OPISPO	284,126	284,126	1,000	3,922	4,922	0.0173
SAN MATEO	792,271	700,000	1,000	9,662	10,662	0.0135
SANTA BARBARA	460,444	460,444	1,000	6,355	7,355	0.0160
SANTA CLARA	2,011,436	700,000	1,000	9,662	10,662	0.0053
SANTA CRUZ	282,627	282,627	1,000	3,901	4,901	0.0173
SHASTA	180,198	180,198	1,000	2,487	3,487	0.0194
SIERRA	3,129	3,129	1,000	43	1,043	0.3334
SISKIYOU	44,186	44,186	1,000	610	1,610	0.0364
SOLANO	453,784	453,784	1,000	6,263	7,263	0.0160
SONOMA	515,486	515,486	1,000	7,115	8,115	0.0157
STANISLAUS	572,000	572,000	1,000	7,895	8,895	0.0156
SUTTER	101,418	101,418	1,000	1,400	2,400	0.0237
TEHAMA	65,119	65,119	1,000	899	1,899	0.0292
TRINITY	13,389	13,389	1,000	185	1,185	0.0885
TULARE	487,733	487,733	1,000	6,732	7,732	0.0159
TUOLUMNE	53,976	53,976	1,000	745	1,745	0.0323
VENTURA	869,486	700,000	1,000	9,662	10,662	0.0123
YOLO	229,023	229,023	1,000	3,161	4,161	0.0182
YUBA	79,087	79,087	1,000	1,092	2,092	0.0264

2.2.3 Dues may be increased by the Board on an annual basis to reflect changes in the Consumer Price Index (CPI) for California based on data provided by the California Department of Finance.

2.2.4 ~~Membership~~Member LAFCO dues may be reduced by the ~~board~~Board if financial hardship is demonstrated to the satisfaction of the Board.

2.2.5 Officers of ~~member~~Member LAFCOs shall not pay membership dues.

2.2.6 Notwithstanding the foregoing, ~~associate~~Associate member~~Member~~ annual membership dues shall be established by action of the Board ~~of Directors~~.

2.3 Assessments. Assessments may be imposed on members by resolution of the Board, except that any such assessments established by the Board first must be ratified by the voting membership before becoming effective. A member, upon learning of an assessment, may avoid liability therefor by promptly resigning from membership.

2.4 Number of Members. There shall not be any limit on the number of members the Corporation may have.

2.5 Membership Book. The Corporation shall keep in any form capable of being converted in written form a membership book containing the name, address, and class of each member. The book also shall contain the fact of termination and the date on which such membership ceased. Such book shall be kept at the principal office of the Corporation and shall be subject to the rights of inspection required by law and as set forth in Section 2.6 of these Bylaws.

2.6 Inspection Rights of Members.

2.6.1 The accounting books and records and minutes of proceedings of the members, the Board, and committees of the Board shall be open to inspection upon written demand on the Corporation of any member at any reasonable time, for a purpose reasonably related to such person's interests as a member.

2.6.2 Inspection pursuant to this Section 2.6 of these Bylaws by a member may be made in person or by agent or attorney, and the right of inspection includes the right to copy and make extracts at such member's sole expense and cost.

2.6.3 If any record subject to inspection pursuant to this Section 2.6 of these Bylaws is not maintained in written form, the Corporation shall at its expense make such record available in written form.

2.6.4 Notwithstanding the foregoing, the right of a member to inspect and copy or obtain a copy of the list of names and addresses of members is as prescribed by Sections 6330 through 6338, inclusive, of the California Corporations Code ("CCC").

2.7 Certificates of Membership. The Corporation shall not issue membership certificates; however, the Corporation reserves the right to issue identity cards or similar devices

to members which serve to identify members qualifying to use the facilities or services of the Corporation.

2.8 Nonliability of Members. A member of the Corporation shall not, solely because of such membership, be personally liable for the debts, obligations, or liabilities of the Corporation.

2.9 Transferability of Membership. Neither the membership in the Corporation nor any rights in the membership may be transferred or assigned for value or otherwise.

2.10 Termination of Membership.

2.10.1 The membership and all rights of membership automatically shall terminate on the occurrence, where applicable, of any of the following:

- (A) Death.
- (B) The voluntary resignation of a member, effective as of the date notice of such resignation is either personally hand-delivered to the President or Secretary of the Corporation or deposited in United States first-class mail, postage prepaid.
- (C) The nonpayment of required dues, assessments or fees.

2.10.2 Termination of membership shall not relieve the resigning member from any obligation for charges incurred, services or benefits actually rendered, dues, assessments, or fees, arising from contract or otherwise prior to such effective date of resignation, and shall not diminish any right of the Corporation to enforce any such obligation or obtain damages for its breach.

ARTICLE III

MEETINGS OF MEMBERS

3.1 Place. Meetings of members shall be held at the principal office of the Corporation or at such location within the State of California as may be designated from time to time by the Board.

3.2 Regular Meetings. Regular meetings shall be as determined by the Board. The business to be conducted at such meetings shall include, but not be limited to:

- (1) the election to the Board ~~of Directors~~ as provided in Article IV of these Bylaws;
- (2) the written resolution of any Member LAFCO in good standing, provided such resolution was submitted to the Board at least sixty (60) days prior to such meeting; and

- (3) the written resolution of any Member LAFCO in good standing not submitted in accordance with the immediately preceding clause (2), provided not less than fifty percent (50%) of Member LAFCOs eligible to vote are present and not less than two-thirds (~~2/3~~) of such present members agree to waive the 60 day prior notice requirement in the immediately preceding clause (2).

3.3 Special Meetings. Special meetings may be called by the Chairperson or by a majority of the voting ~~members~~Members LAFCOs of the Corporation for any lawful purpose.

3.4 Notice of Meetings. Notice of member meetings shall be given in writing as follows:

3.4.1 Written notice of regular and special meetings shall be given not less than thirty (30) days nor more than ninety (90) days prior to the meeting to each Member LAFCO and Associate Member of the Corporation. Such notice shall state the place, date and hour of the meeting, and in the case of the annual meeting, those matters which the Board, at the time of the mailing of the notice, intends to present for action by the members.

3.4.2 Notice of any meeting, written ballot, or report shall be given either personally, by first-class United States mail, postage prepaid, or other means of written communication, addressed to the member at the address of such member appearing on the books of the Corporation or given by the member to the Corporation for the purpose of notice; or if no such address appears or is given, at the place where the principal office of the Corporation is located. The notice, written ballot, or report shall be deemed to have been given at the time when delivered personally, deposited in the mail, or otherwise sent, as the case may be. An affidavit of mailing of any notice, written ballot, or report in accordance with the provisions of this Section 3.4.2 of these Bylaws, executed by the Secretary, shall be evidence of the giving of the notice, written ballot, or report.

3.4.3 Except as otherwise prescribed by the Board in particular instances and except as otherwise provided by applicable law, the Secretary shall prepare and give, or cause to be prepared and given, the notice of meetings and the written ballots.

3.5 Approvals. No action may be taken at a regular or special meeting unless a majority of the voting ~~members~~Member LAFCOs are present. The Corporation may act on all matters upon the majority vote of the voting ~~members~~Member LAFCOs present at the meeting. All such approvals shall be made a part of the minutes of the meeting.

3.6 Quorum.

3.6.1 A quorum at any meeting shall consist of not less than fifty (50%) of the ~~members~~Member LAFCOs entitled to vote.

3.6.2 Except where a greater vote is required by the Articles of Incorporation, these Bylaws, or applicable law, if a quorum is present, the affirmative vote of a majority of the ~~members~~Members LAFCOs present shall be the act of the members.

3.6.3 In the absence of a quorum, any meeting of members may be adjourned from time to time by the vote of a majority of the ~~members~~Member LAFCOs present, but no other business may be transacted.

3.6.4 When a meeting is adjourned to another time or place, notice need not be given of the adjourned meeting if the time and place thereof is announced at the meeting at which the adjournment is taken. The meeting shall not be adjourned for more than forty-five (45) days. At the adjourned meeting, the Corporation may transact any business which might have been transacted at the original meeting.

3.7 Voting of Membership.

3.7.1 Each Member LAFCO, in good standing, is entitled to one (1) vote on each matter submitted to a vote of the members. A Member LAFCO's vote may be cast by the Officer of a Member LAFCO designated in writing to the Executive Director or the Board by such Member LAFCO prior to or at the meeting. Members in the class of either Officer of a Member LAFCO or Associate Member are not entitled to vote on any matter submitted to a vote of the members.

3.7.2 Cumulative voting shall not be authorized for any purposes.

3.7.3 Proxies are not permitted.

3.8 Written Ballot of Members.

3.8.1 Whenever the ~~members~~Member LAFCOs are to vote on any proposal for action which could be taken at any regular or special meeting of members, the members may, in the discretion of the Board (unless a specific method of voting is prescribed by these Bylaws), vote by written ballot without a meeting pursuant to this Section 3.8 of these Bylaws.

3.8.2 A written ballot shall be mailed to every ~~member~~Member LAFCO entitled to vote on the matter pursuant to Section 3.4.2 of these Bylaws.

3.8.3 The written ballot shall set forth the time by which the ballot must be received in order to be counted and the minimum number of written ballots which must be returned to meet the quorum requirement.

3.8.4 If the vote is for other than Directors, then the written ballot shall set forth:

- (A) The proposal to be voted on, and for this purpose related proposals may be grouped as a single proposal for the written ballot.
- (B) Offer the member a choice between approval and disapproval on each such proposal.

- (C) Specify that the proposal must be approved by a majority of the written ballots voting on the proposal, provided that sufficient written ballots are returned to meet the quorum requirement.

3.8.5 Approval by written ballot shall be valid only when the number of votes cast by ballot within the time period specified equals or exceeds the quorum required to be present at a meeting authorizing the action, and the number of approvals equals or exceeds the number of votes that would be required to approve at a meeting at which the total number of votes cast was the same as the number of votes cast by ballot.

3.8.6 A written ballot may not be revoked.

3.9 Unanimous Written Consent of Members. In addition to the written ballot procedure of Section 3.8 of these Bylaws, any action required or permitted to be taken by the members may be taken without a meeting if all members individually or collectively shall consent in writing to the action. The written consent or consents shall be filed with the minutes of the proceedings of the members. The action by written consent shall have the same force and effect as the unanimous vote of the ~~members~~Member LAFCOs.

3.10 Conduct of Meetings.

3.10.1 The President of the Corporation or, in ~~his or her~~their absence, the Vice President of the Corporation, or in ~~his or her~~their absence, any other person chosen by a majority of the voting members present in person shall be Chairperson of and shall preside over the meetings.

3.10.2 The Secretary of the Corporation shall act as the Secretary of all meetings; provided that in his or her absence, the Chairperson shall appoint another person to act as secretary of the meetings.

3.10.3 The Chairperson shall decide questions of order at Member meetings subject to appeal by a majority of the quorum.

3.11 Inspectors of Election.

3.11.1 In advance of any meeting, the Board may appoint inspectors of election to act at the meeting and any adjournment thereof. If inspectors of election are not so appointed, or if any person appointed fails to appear or refuses to act, the Chairperson of any meeting may, and on the request of any ~~member~~Member LAFCO present shall, appoint inspectors of election (or persons to replace those who fail or refuse) at the meeting. The number of inspectors shall be either one or three. If appointed at a meeting on the request of one or more ~~members~~Member LAFCOs, the majority of ~~members~~Member LAFCOs present shall determine whether one or three inspectors are to be appointed.

3.11.2 The inspectors of election shall determine the number of memberships outstanding-, the number present at the meeting, the existence of a quorum, receive votes, ballots or consents, hear and determine all challenges and questions in any way arising in

connection with the right to vote, count and tabulate all votes or consents, determine when the polls shall close, determine the result and do such acts as may be proper to conduct the election or vote with fairness to all ~~members~~[Member LAFCOs](#).

3.11.3 The inspectors of election shall perform their duties impartially, in good faith, to the best of their ability and as expeditiously as is practical. If there are three inspectors of election, the decision, act or certificate of a majority is effective in all respects as the decision, act or certificate of all. Any report or certificate made by the inspectors of election is prima facie evidence of the facts stated therein.

ARTICLE IV

DIRECTORS

4.1 Number.

4.1.1 The authorized number of Directors of the Corporation shall be ~~nineteentwenty-two~~ (1922), of which ~~sixteentwenty~~ (1620) shall be voting members and elected from among the ~~Commission Members~~ Member LAFCOs (or in the case of the Regional Officers (as that term is defined below in Section 4.1.1 (5) of these Bylaws), until such time as these Bylaws are amended to permit Executive Officers to be directly elected to the Board, elected from Executive Officers from within their regions) as follows:

- (1) Four (4) Directors shall be city members or alternates of LAFCOs, of which two (2) Directors shall be elected at each annual meeting;
- (2) Four (4) Directors shall be county members or alternates of LAFCOs, of which two (2) Directors shall be elected at each annual meeting;
- (3) Four (4) Directors shall be public members or alternates of LAFCOs, of which two (2) Directors shall be elected at each annual meeting;
- (4) Four (4) Directors shall be special district members or alternates of LAFCOs, of which two (2) Directors shall be elected at each annual meeting;
- (5) Four (4) Directors shall be regional officers, elected by the Executive Officers from within their regions (“Regional Officers”).

4.1.2 ~~Three~~Two (32) nonvoting Directors shall be appointed as follows:

- ~~(1) One Director, appointed by the voting members of the Board, shall be an Executive Officer or a person functioning as executive officer of a Member LAFCO;~~
- (21) One Director, appointed by the voting members of the Board, shall be the Executive Director of the Corporation; and
- (32) One Director, appointed by the voting members of the Board, shall be a legal counsel or deputy legal counsel of a Member LAFCO.

Collectively, the Directors shall be known as the Board of Directors (“Board”).

4.1.3 The State shall be divided into four (4) regions as follows for the purpose of electing Board Members: Northern, Central, Coastal and Southern. The counties in each of the four (4) regions shall be determined by the Board of Directors.

Each region shall elect four (4) Directors comprised of one city member, one county member, one public member and one special district member.

4.2 Nomination; Election; and Term.

4.2.1 Prior to the annual meeting, the Board shall appoint a recruitment committee consisting of one member from each Region, in accordance with election procedures adopted by the Board. The committee shall solicit nominations and conduct regional elections for positions on the Board, the terms of which will expire with the annual meeting. [Effective with the 2026 Board elections, newly elected Board members shall begin their term on December 1 in the year of their election and be seated at the first Board meeting thereafter. Directors-elect are encouraged to attend Board and planning session meetings in the interim.](#)

4.2.2 In the event that: (a) less than fifty (50) percent of the regions' Member LAFCOs vote, or (b) no nominations are received for an open director position in the region, then the open director position becomes at-large for one term and shall be elected at the annual meeting.

4.2.3 Nominations shall be made from the floor at the annual meeting for any at-large position described in Section 4.2.2. The nominations shall be from the same category as the open director position.

4.2.4 Only Commissioners of Member LAFCOs in good standing and whose membership dues and assessments are fully paid may be nominated to be a Director by the method of nomination authorized by the Board or by any other method authorized by law.

4.2.5 Directors shall be elected at a regular or special meeting or by written ballot as authorized by Section 3.8 of these Bylaws. Directors shall be eligible for reelection without limitation on the number of terms they may serve, unless elected to an at-large position that is not within their region.

4.2.6 Directors are elected for a term of two (2) years.

4.2.7 A vacancy occurring in the office of Director may be filled by the Board for the balance of the unexpired term and until a successor has been elected and qualified by the Board in accordance with Board-adopted election procedures.

4.2.8 Each elected Director shall hold office until the expiration of the term for which elected and until a successor has been elected and qualified.

4.2.9 The Board shall make such rules as are necessary to carry out the provisions of Section 4.2.

4.3 Vacancies on Board. A vacancy or vacancies on the Board shall exist on the occurrence of the following:

- (A) The death or resignation of any Director;
- (B) The declaration by resolution of the Board of a vacancy in the office of a Director who has been declared of unsound mind by an order of court, convicted of a felony, or found by final order of judgment of any court to have breached a duty under Article 3 of Chapter 2 of the CCC; ~~or~~
- (C) [The removal of a Director pursuant to Section 4.4; or](#)
- (D) [The increase of the authorized number of Directors.](#)

4.4 Resignations and Terminations of Directors. Except as provided below, any Director may resign by giving written notice to the President or the Secretary of the Board. The resignation shall be effective when the notice is given unless it specifies a later time for the resignation to become effective. The Board, in its sole discretion, may declare vacant the position of any Director who misses two (2) consecutive meetings of the Board. Such Director, however, first shall be given prior notice of such pending termination and given the opportunity to offer a reason for such absences.

4.5 Meetings of the Board.

4.5.1 Meetings of the Board shall be held at the principal office of the Corporation unless another place is stated in the notice of the meeting.

4.5.2 A special meeting of the Board may be called by the President, the Secretary, or any two Directors.

4.5.3 Notice of all regular and special meetings of the Board shall be given. A notice need not include the purpose or agenda for the meeting. The notice may be in writing and mailed at least three (3) days before the meeting. The notice may also be delivered personally or by telephone at least 48 hours before the meeting.

4.5.4 Notice of a meeting need not be given to any Director who signs a waiver of notice or a consent to holding the meeting or an approval of the minutes thereof, whether before or after the meeting, or who attends the meeting without protesting, prior thereto or at its commencement, the lack of notice to such Director. All such waivers, consents and approvals shall be made a part of the minutes of the meeting.

4.5.5 Directors may participate in a meeting through use of conference telephone or similar communications equipment, so long as all such Directors participating in such meeting can hear one another. Participation in a meeting by this means constitutes presence in person at such meeting.

4.5.6 A majority of the authorized number of voting Directors shall constitute a quorum of the Board for the transaction of business, except to adjourn. ~~A Director may give a proxy to the Executive Director solely for the purpose of constituting a quorum.~~

4.5.7 A majority of the Directors present, whether or not a quorum is present, may adjourn any meeting to another time and place. If the meeting is adjourned for more than 24 hours, notice of any adjournment to another time or place shall be given, prior to the time of the adjourned meeting, to the Directors who were not present at the time of adjournment.

4.6 Required Vote of Directors.

4.6.1 Every act or decision done or made by a majority of the voting Directors present at a meeting duly held at which quorum is present is the act of the Board. A meeting at which a quorum is initially present may continue to transact business notwithstanding the withdrawal of Directors, if any action taken is approved by at least a majority of the required quorum for such meeting.

4.7 Written Consent of Directors. Any action required or permitted to be taken by the Board may be taken without a meeting, if all Directors individually or collectively shall consent in writing to such action. Such written consent or consents shall be filed with the minutes of the proceedings of the Board. Such action by written consent shall have the same force and effect as a unanimous vote of such Directors. All members of the Board, as used in this Bylaw does not include any “interested director” as defined in Section 5233 of the CCC.

4.8 Compensation of Directors. Directors shall receive no compensation for their services.

4.9 Inspection Rights of Directors. Every Director shall have the absolute right to any reasonable time to inspect and copy all books, records and documents of every kind and to inspect the physical properties of the Corporation during normal weekday business hours. If a Director wishes to be accompanied by an attorney during such inspection, then the inspection will be scheduled at a time when the Corporation’s attorney will be present.

4.10 Interested Persons. Not more than forty-nine percent (49%) of the persons serving on the Board may be interested persons.

4.10.1 As used in this section, an “interested person” means either:

- (A) Any person currently being compensated by the Corporation for services rendered to it within the previous twelve (12) months, whether as a full- or part-time employee, independent contractor, or otherwise, excluding any reasonable compensation paid to a Director as Director;

or

- (B) Any brother, sister, ancestor, descendant, spouse, brother-in-law, sister-in-law, son-in-law, daughter-in-law, mother-in-law, or father-in-law of any such person.

4.10.2 The provisions of this Section 4.10 of these Bylaws shall not affect the validity or enforceability of any transaction entered into by the Corporation.

4.11 Powers of the Board.

- (1) It may call special meetings of the members whenever it deems it necessary.
- (2) It shall appoint and remove, at pleasure, all officers, agents, and employees of the Corporation and it shall prescribe their duties to the extent that they are not set out in these Bylaws.
- (3) It may appoint an executive officer or member LAFCO staff person to be a deputy Corporation executive officer.
- (4) It shall conduct and manage the affairs and business of the Corporation, and it shall make rules and regulations not inconsistent with these Bylaws for the guidance of the officers and management of the affairs of the Corporation.
- (5) It may contract with others for such staff and clerical assistance as may be necessary to perform its duties.
- (6) It shall establish, levy, and collect, in accordance with these Bylaws, annual dues and assessments and such other charges and fees necessary to carry out the purposes of the Corporation.
- (7) It may delegate any of its duties to committees to the extent not inconsistent with the Articles of Incorporation, these Bylaws, and applicable laws.
- (8) It shall possess any and all other powers not inconsistent with the Articles of Incorporation, these Bylaws, and applicable laws.

4.12 Duties of the Board.

- (1) It shall arrange and conduct an annual meeting of the Corporation and such other meetings and conferences as it determines necessary.
- (2) It shall arrange for the exchange of information among [Member](#) LAFCOs.
- (3) It shall review laws and proposed laws affecting [Member](#) LAFCOs and make such recommendations thereon as it deems appropriate.
- (4) It shall appoint such committees as are necessary to assist the Board in the performance of its duties.

- (5) It may adopt rules of procedure for the conduct of its meetings.
- (6) It shall perform such other duties as are necessary to carry out the purposes of the Corporation or as directed by the membership, all in accordance with the Articles of Incorporation, these Bylaws, and applicable laws.

ARTICLE V

OFFICERS

5.1 Number and Titles. The officers of the Corporation shall be a President or Chairperson, a Vice-President or Vice-Chairperson, ~~a Secretary~~, a Treasurer, a Secretary, an Executive Director, and such other officers with such titles and such duties as shall be determined and deemed advisable by the Board.

5.1.1 The President shall preside over all meetings of the Board and of the membership and shall sign, in such capacity, all deeds, contracts, notes, conveyances, and other papers, documents, and instruments in writing in the name of the Corporation, which have first been approved by the Board, and shall have, subject to the direction of the Board, general supervision of the business affairs of the Corporation and generally shall discharge such other duties as may be required by the Board.

5.1.2 The Vice-President shall, in the absence of the President or the inability or refusal of the President to act, carry on all duties and powers required by law or these Bylaws and ~~hall~~shall have all the powers conferred by law or these Bylaws upon the President.

[5.1.3 – REORDERED/MOVED TO SECTION 5.1.4 WITHOUT REVISION]

~~5.1.3 The Secretary shall keep or cause to be kept the minute book of the Corporation as prescribed by Section 8.1 of these Bylaws. The Secretary shall sign in the name of the Corporation, either alone or with one or more other officers, all documents authorized or required to be signed by the Secretary. If the Corporation has a corporate seal, the Secretary shall keep the seal at the Corporation's principal office and shall affix the seal to documents as appropriate or desired. The Board may by resolution authorize one or more Assistant Secretaries to perform, under the direction of the Secretary, some or all the duties of the Secretary.~~

5.1.43 The Treasurer is the chief financial officer of the corporation, and, where appropriate, may be designated by the alternate title “Chief Financial Officer²².” The Treasurer is responsible for the receipt, maintenance, and disbursement of all funds of the Corporation and for the safekeeping of all securities of the Corporation. The Treasurer shall keep or cause to be kept books and records of account and records of all properties of the Corporation. The Treasurer shall prepare or cause to be prepared annually, or more often if so directed by the Board or President, financial statements of the Corporation. The Board may authorize one or more Assistant Treasurers to perform, under the direction of the Treasurer, some or all the duties of the Treasurer.

5.1.4 The Secretary shall keep or cause to be kept the minute book of the Corporation as prescribed by Section 8.1 of these Bylaws. The Secretary shall sign in the name of the Corporation, either alone or with one or more other officers, all documents authorized or required to be signed by the Secretary. If the Corporation has a corporate seal, the Secretary shall keep the seal at the Corporation's principal office and shall affix the seal to documents as appropriate or desired. The Board may by resolution authorize one or more Assistant Secretaries to perform, under the direction of the Secretary, some or all the duties of the Secretary.

5.1.5 The Executive Director shall work directly with the Board in managing the day to day activities of the Corporation. The Executive Director shall be directly responsible for assisting the Board in the development of a strategic business plan to achieve greater financial performance and increased visibility, and generally be responsible for Board administration matters, education and training, communication, legislative activities, regulatory monitoring advocacy, and inter-agency communication, as may be described more fully by and at the pleasure of the Board.

5.2 Appointment and Removal of Officers.

5.2.1 The officers shall be elected by the Board.

5.2.2 Any officer elected by the Board may be removed from office at any time by the Board, with or without cause or prior notice.

5.2.3 When authorized by the Board, any elected officer may be appointed for a specific term under a contract of employment. Notwithstanding that such officer is appointed for a specified term or under a contract of employment, any such officer may be removed from office at any time pursuant to Section 5.2.2 of these Bylaws and shall have no claim against the Corporation on account of such removal other than for such monetary compensation as the officer may be entitled to under the terms of the contract of employment.

5.2.4 Any officer may resign at any time upon written notice to the Corporation without prejudice to the rights, if any, of the Corporation under any contract to which the officer is a party. Such resignation is effective upon receipt of the written notice by the Corporation unless the notice prescribes a later effective date or unless the notice prescribes a condition to the effectiveness of the resignation.

5.2.5 The same person may hold more than one appointed office, except that neither the Secretary nor the Treasurer may serve concurrently as the President. When serving as Board members, Regional Officers shall not be eligible to serve as Board Officers.

ARTICLE VI

INDEMNIFICATION

6.1 Indemnification of Directors, Officers, and Employees.

6.1.1 The Corporation may indemnify a Director, officer, or employee under the provisions of Section 5238 of the CCC, or pursuant to any contract entered into with any employee who is not an officer or Director.

6.1.2 Expenses incurred in defending any proceeding may be advanced by the Corporation as authorized in Section 5238 of the CCC prior to the final disposition of such proceeding, upon receipt of an undertaking by or on behalf of the Director, officer, or employee to repay such amount unless it shall be determined ultimately that the Director, officer, or employee is entitled to be indemnified.

6.1.3 The Corporation may purchase and maintain insurance on behalf of any Director, officer, or employee of the Corporation against any liability asserted against or incurred by the Director, officer, or employee in such capacity or arising out of the Director's officer's, or employee's status as such, whether or not the Corporation would have the power to indemnify the Director, officer, or employee against such liability under the provisions of Section 5238 of the CCC, except as provided in subdivision (I) of Section 5238 of the CCC.

ARTICLE VII

AMENDMENT

7.1 Amendment of Articles. The amendment of the Articles of Incorporation of the Corporation is provided for by California state law and generally requires the approval of the membership pursuant to these Bylaws and the filing of a certificate of amendment in the Office of the Secretary of State.

7.2 Amendment of Bylaws. The amendment of Bylaws is provided for by California state law and generally requires the approval of the membership pursuant to these Bylaws, and to the extent not inconsistent herewith:

(A) These Bylaws may be amended at a meeting of the Corporation or at any statewide, general meeting convened upon order of the Board. Bylaw amendments may be proposed by a Member LAFCO in good standing or by the Board.

(B) Proposed amendments shall be submitted to the Board in writing at least sixty days prior to the meeting at which they are to be considered. The Board shall mail copies of the proposed amendments to all Member LAFCOs in good standing at least thirty days prior to the meeting at which they are to be considered. A majority vote of the Member LAFCOs in good standing which are present and eligible to vote is required for adoption of the amendments submitted under this procedure.

(C) Written amendments to the Bylaws may be submitted and considered at a meeting of the Corporation without complying with the requirements set out in the preceding paragraph if at least fifty percent (50%) of the Member LAFCOs in good standing are present and

eligible to vote at such meeting and two-thirds (2/3) of the Member LAFCOs in good standing present and eligible to vote approve a waiver of the requirements set out in the immediately preceding subparagraph (B).

ARTICLE VIII

RECORDS

8.1 Minute Book. The Corporation shall keep or cause to be kept a minute book which shall contain:

- (A) The record of all meetings of the Board including date, place, those attending and the proceedings thereof, a copy of the notice of the meeting and when and how given, written waivers of notice of meeting, written consents to holding meeting, written approvals of minutes of meeting, and unanimous written consents to action of the Board without a meeting, and similarly as to meetings of committees of the Board established pursuant to the Bylaws and as to meetings or written consents of the incorporator of the Corporation prior to the appointment of the initial Directors.
- (B) A copy of the Articles of Incorporation and all amendments thereof and a copy of all certificates filed with the Secretary of State.
- (C) A copy of these Bylaws as amended, duly certified by the Secretary.

8.2 Annual Report.

8.2.1 Financial statements shall be prepared as soon as reasonably practicable after the close of the fiscal year. The financial statements shall contain in appropriate detail the following:

- (A) The assets and liabilities, including trust funds, of the Corporation as of the end of the fiscal year.
- (B) The principal changes in assets and liabilities, including trust funds, during the fiscal year.
- (C) The revenue or receipts of the Corporation, both unrestricted and restricted to particular purposes, for the fiscal year.
- (D) The expenses or disbursements of the Corporation for both general and restricted purposes, during the fiscal year.

8.2.2 Any report furnished to Directors of the Corporation which includes the financial statements prescribed by Section 8.2.1 of these Bylaws shall be accompanied by any report thereon of independent accountants, or, if there is no such report, the certificate of an authorized officer of the Corporation that such statements were prepared without audit from the books and records of the Corporation.

8.2.3 A report including the financial statements prescribed by Section 8.2.1 of these Bylaws shall be furnished annually to all Directors of the Corporation.

8.3 Report of Transactions and Indemnifications. The Corporation shall mail to all Directors a statement of any transaction between the Corporation and one of its officers or Directors or of any indemnification paid to any officer or Director if, and to the extent, required by Section 6322 of the CCC. The statement shall be mailed within 120 days after the close of the fiscal year. The statement required by this Section 8.3 of these Bylaws shall describe briefly:

- (A) Any covered transaction during the previous fiscal year involving more than Fifty Thousand Dollars (\$50,000), or which was one of a number of covered transactions in which the same “interested person” had a direct or indirect material financial interest, and which transactions in the aggregate involved more than Fifty Thousand Dollars (\$50,000).
- (B) The names of the “interested persons” involved in such transactions, stating such person’s relationship to the Corporation, the nature of such person’s interest in the transaction and, where practicable, the amount of such interest; provided, that in the case of a transaction with a partnership of which such person is a partner, only the interest of the partnership need be stated.
- (C) The statement shall describe briefly the amount and circumstances of any indemnifications or advances aggregating more than Ten Thousand Dollars (\$10,000) paid during the fiscal year to any officer or Director of the Corporation pursuant to Section 5233 of the CCC.

For these purposes, an “interested person” is any Director, officer, or member of the Corporation.

ARTICLE IX

MISCELLANEOUS

9.1 Bonding. All employees handling funds shall be properly bonded.

9.2 Self-Dealing. In the exercise of voting right by Directors, no Director shall vote on any issue, motion or resolution which directly or indirectly inures to his or her benefit financially, except that such Director may be counted in order to qualify a quorum and, except as the board may otherwise direct, participate in a discussion on such an issue, motion or resolution if he or she first discloses the nature of his or her interest subject to Section 5230 through, and including Section 5239 of the CCC.

+

CERTIFICATE OF SECRETARY

I, the undersigned, do hereby certify:

1. — That I am the duly elected and acting Secretary of California Association of Local Agency Formation Commissions, a California nonprofit corporation; and

2. — That the foregoing Bylaws, comprising eighteen (18) pages, constitute the Bylaws of said Corporation as duly Incorporated of said Corporation, and as duly approved by the required vote of the members of said Corporation at a meeting duly held on Thursday, 10 September, 1998 and amended on 6 September, 2006.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of said Corporation this 6th day of October, 2006.

(Del)



Susan Vicklund-Wilson
Secretary

TO: CALAFCO Member LAFCOs (all commissioners and staff) & CALAFCO Associate Members

CC: CALAFCO Board of Directors

FROM: José Henríquez, Interim Executive Director & Pamela Miller, Transition Team Consultant

DATE: July 25, 2025

SUBJECT: Update on actions taken by the Board of Directors at their meeting on July 25, 2025

Member LAFCOs and Associate Members:

On behalf of the Board, the Regional Officer Team and the Transition Team, we are pleased to provide you with a brief update on the actions taken by the Board during today's Board meeting.

Today there was significant positive forward movement in the ongoing transformation of CALAFCO. The Board demonstrated its commitment to that progress by deliberating and approving a series of critical recommendations. In summary:

- The Board approved adoption of all proposed changes to the CALAFCO Policies & Procedures, effective immediately. These recommendations were developed in part from the feedback received from the membership at the six (6) focus groups conducted throughout the state and the online cultural assessment. Details of all recommended changes and exact language can be found in item 10 from today's agenda packet. Some of the significant Policy changes include:
 - Adding:
 - Board responsibilities
 - Board & regional officer annual performance evaluations
 - Board code of ethics
 - Board member attendance policy (to support the Bylaws change approved by the membership last year)
 - Various policies addressing Regional Officers being voting members of the Board, should the proposed Bylaws change be approved by the membership in October
 - Deleting the Membership Advisory Committee
- The Board approved recommending additional amendments to the Bylaws for presentation to Member LAFCOs at the annual business meeting scheduled for October 23, 2025. Details of all recommended changes and exact language can be found in item 10 from today's agenda packet. The one significant change is:
 - Adding clarifying language that states regional officers shall serve as voting Board members until such time as the Bylaws are amended in the future to allow Executive Officers to be directly elected to the Board.
- After conducting an interview in open session and deliberating in closed session, the Board appointed Michelle McIntyre (currently Placer LAFCO Executive Officer) as CALAFCO's new Interim Executive Director, subject to negotiation of a contract, and authorized the Executive Committee and Legal Counsel to negotiate the contract with Ms. McIntyre.

- The Board approved a series of important items on the Consent agenda including (all contracts were included in the packet for review):
 - Contract amendment with Miller Management & Consulting Group for transition team work (amendment to lower rate and extend contract)
 - Contract with Hurst Brooks and Espinosa for legislative advocacy services for the coming year
 - Contract with CV Strategies for marketing and communication services for the coming year
 - The appointment of the CALAFCO Executive Officer and two Deputy Executive Officers
- Finally, the Board adopted a revised FY 25-26 budget.

In March there was a commitment to take the necessary steps to address the concerns of the membership. The Transition Team and the Board are working together to move CALAFCO forward during this period of transition and rebuilding trust. While much work has been accomplished over the past five months, there is still much more to do. We thank you for your engagement, your input and feedback, and for partnering with us to co-create CALAFCO's future. We look forward to your continued engagement and implementing the next steps of CALAFCO's transformation with you.

YOLO
LOCAL
AGENCY
FORMATION
COMMISSION



July 31, 2025

Item 5-ATT C

COMMISSION
CHAIR
BILL BIASI
Councilmember
City of Winters

Tom Haynes
Yolo County Chief Financial Officer
625 Court Street, Suite 102/103
Woodland, CA 95695
[via email]

OSCAR VILLEGAS
VICE CHAIR
Supervisor – 1st District

Re: LAFCo Request that the County Auditor Provide for an Annual Audit of RD 307 per Government Code Section 26909

LUCAS FRERICHES
Supervisor – 2nd District

Hello Tom:

PAMELA MILLER
Public Member

First and foremost, I want to express my appreciation for your collaborative approach in our recent efforts to help our rural, volunteer special districts achieve compliance with auditing requirements. You and Bowen have been fantastic to work with.

GLORIA PARTIDA
Councilmember
City of Davis

As you may know, the Commission previously directed staff to provide a status update on the recommendations in the Municipal Services Review (MSR) for Reclamation Districts (RDs) 307 and 765, which was taken up at our most recent meeting on July 24, 2025. Regarding audits, RD 765 indicated it was working on hiring a CPA. However RD 307 continued to maintain that no audit is required because "RD 307 has no checkbook or credit cards, and Yolo County Financial Services Dept. handles all RD 307 monies and investments".

ALTERNATES
SHEILA ALLEN
Supervisor – 4th District
TANIA GARCIA-CADENA
Councilmember
City of Woodland

ERIK VINK
Public Member

While LAFCo is sensitive to the struggle of some rural, volunteer districts in getting their records prepared for an audit, soliciting bids, and hiring an auditor, RD 307 is unique in its refusal despite LAFCo staff's efforts at educating the RD that an audit is indeed required. To our knowledge, RD 307 has never completed an audit and has no intention of preparing one. For reference in FY 2023, RD 307 had \$220,177 in total revenue and a fund balance of \$867,302.

STAFF
CHRISTINE M. CRAWFORD, AICP
Executive Officer

JD TREBEC
Deputy Executive Officer

TERRI TUCK
Retired Annuitant
Administrative Specialist II/Clerk

Because RD 307 stands apart in its disregard of audit requirements, on July 24, 2025, LAFCo passed a motion to request the County Auditor make or contract with a public accountant to make an annual audit of the accounts and records of RD 307 and charge the cost against district funds per Government Code Section 26909.

COUNSEL
ERIC MAY

I understand it may take some time to be able to respond to this request, but please factor this into district auditing guidance and policy you are already working on. I think a **response to this request for our October 30, 2025, LAFCo meeting** would be a reasonable timeframe.

625 Court Street, Suite 107
Woodland CA 95695

(530) 666-8048
lafco@yolocounty.org

www.yololafco.org

Thank you for your consideration. Please let me know if you have any questions.

Sincerely,

Christine M. Crawford, AICP

c: LAFCo members
Bowen Au Young, Yolo County Accounting Manager

Desirae Leverett

From: Christine Crawford
Sent: Thursday, August 28, 2025 10:58 AM
To: Desirae Leverett
Cc: Terri Tuck
Subject: FW: CALAFCO Six-to-Nine-Month Action Plan Update
Attachments: CALAFCO_Retreat_ActionPlan_FINAL - Aug 26 update.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Please PDF this email and combine it with the attachment as an item of correspondence for the Sep agenda – thx!

From: José Henriquez <jhenriquez@calafco.org>
Sent: Wednesday, August 27, 2025 7:56 PM
To: eo <eo@calafco.org>; Analysts <analysts@calafco.org>; clerks <clerks@calafco.org>; counsel <counsel@calafco.org>
Cc: Paula de Sousa <Paula.deSousa@bbklaw.com>; Jeni Tickler <jtickler@calafco.org>; Pamela Miller <pmiller@millermcg.com>
Subject: CALAFCO Six-to-Nine-Month Action Plan Update

CAUTION: External Sender. Please do not click on links or open attachments from senders you do not trust.

Good afternoon CALAFCO Members.

Please find attached an update on the CALAFCO six-to-nine-month Action Plan. As you will see, a great deal has been accomplished during this past month, including the hiring of a full-time Interim Executive Director (Michelle McIntyre), who starts November 1. In reflecting on the past 5-6 months, it is encouraging to see the incredible amount of positive, forward progress CALAFCO is making, all in collaboration with you, the Membership. CALAFCO Board Chair Gay Jones would like to acknowledge all of you for your dedication and passion. Please see her message below.

More updates will follow by mid-September.

Thank you,

Transition Team (José, Pamela, Jeni, and now Michelle)

To All CALAFCO Members,

Thank you for your ongoing commitment to CALAFCO's success. The past 5-6 months have brought tremendous forward movement and progress made possible because of the dedication, resilience, and passion of those who have stayed engaged through change and challenge. As we continue to rebuild and strengthen our Association, I remain hopeful and encouraged that our momentum will inspire and welcome back those who have stepped away. Every voice matters and we are stronger when all perspectives are at the table.

I want to express my deep appreciation to our current Board of Directors and the Transition Team, whose leadership, collaboration, and vision have carried us through this period. The Board is beginning to establish connection with one another and with the Regional Officer team, and together we are developing a renewed spirit of professionalism.

As we look ahead to our October Business Meeting, we have an opportunity to come together in unity and shared purpose. This is our opportunity to demonstrate that CALAFCO is moving forward with confidence, clarity, and shared commitment. I am energized by what we have accomplished, and even more by what we will achieve together.

With gratitude and optimism,

Gay Jones, CALAFCO Board Chair

Pamela

Pamela Miller

Owner & Chief Engagement Officer



Miller Management & Consulting Group

<http://www.millermcg.com>

PMiller@millermcg.com

916-850-9271

NOTICE: This email message and/or its attachments may contain information that is confidential or restricted. It is intended only for the individuals named as recipients in the message. If you are NOT an authorized recipient, you are prohibited from using, delivering, distributing, printing, copying, or disclosing the message or its content to others and must delete the message from your computer. If you have received this message in error, please notify the sender by return email.

CALAFCO Six- to Nine-Month Action Plan

Monthly updates on progress of the action plan will be included as part of this plan.

IMMEDIATE	Q2 - 2025	Q3 - 2025	Q4 - 2025	2026	
<p><input checked="" type="checkbox"/> Hire Interim Executive Director Lead: CALAFCO Note: Approved at 4/4/25 Board meeting Progress: Completed. Michelle McIntyre hired as new Interim ED effective 11/1/25</p> <p><input checked="" type="checkbox"/> Re-establish CALAFCO U Lead: CALAFCO Progress: Completed</p> <p><input checked="" type="checkbox"/> Conduct LAFCO Staff Workshop Focus Group Lead: Miller MCG & CALAFCO Deadline: 5/2/25 Progress: Completed</p> <p><input checked="" type="checkbox"/> Support Legislative Committee Lead: CALAFCO Progress: Completed</p> <p><input checked="" type="checkbox"/> Conduct Focus Groups Lead: Miller MCG & CALAFCO Deadline: 6/30/25 Note: Include All 4 Regions for LAFCO Commissioners & Staff Progress: Completed all regions + Assoc. Members</p>	<p><input checked="" type="checkbox"/> Conduct Comprehensive Review of Structures Lead: Miller MCG Deadline: 7/31/25 Note: Includes Regional, Board, Regional Officers, Dues & Committees Progress: Structural review began and to be continued through Q1 2026.</p> <p><input checked="" type="checkbox"/> Conduct Review of Bylaws & Policies Lead: Miller MCG Deadline: 7/31/25 Progress: Completed Note: Present recommendations to the Board on 7/25/25</p> <p><input checked="" type="checkbox"/> Conduct Cultural Assessment Lead: Miller MCG & CALAFCO Deadline: 6/30/25 Progress: Completed</p> <p><input checked="" type="checkbox"/> Establish a Mentorship Committee Lead: CALAFCO Deadline: 6/30/25 Progress: Completed</p>	<p><input checked="" type="checkbox"/> Continue Review of Structures Lead: Miller MCG Deadline: 7/31/25 Progress: Committee solicitation out 8/15/25</p> <p><input checked="" type="checkbox"/> Develop Reform Recommendations Lead: Miller MCG Deadline: 7/31/25 Progress: Many recommended & approved 7/25/25; more to be developed</p> <p><input checked="" type="checkbox"/> Adopt Board Meeting Rules of Order Lead: Miller MCG & CALAFCO Deadline: 7/31/25 Progress: New meeting rules of order used in April & July; codification pending</p> <p><input checked="" type="checkbox"/> Solicit Legislative Proposals from Member LAFCOs Lead: CALAFCO Deadline: 8/31/25 Note: For 2026 Legislative Year Progress: Completed; Omnibus solicitation out 4/23/25 (deadline 7/1/25) & stand-alone bills solicitation out 8/26/25 (deadline 9/15/25)</p> <p><input checked="" type="checkbox"/> Solicit LAFCO Staff Volunteers For Legislative Committee Lead: CALAFCO Progress: Completed; Solicitation out 8/12/25 (deadline 8/31/25)</p> <p><input checked="" type="checkbox"/> Conduct Two CALAFCO U Sessions Lead: CALAFCO Progress: Jul & Aug complete; Registration open for 9/19/25</p>	<p><input checked="" type="checkbox"/> Develop Communication Plan For Distribution of Report & Recommendations Lead: Miller MCG, CV Strategies & CALAFCO Note: To disseminate info. Association-wide Progress: Completed</p> <p><input checked="" type="checkbox"/> Distribute Report & Recommendations For Change Lead: Miller MCG & CALAFCO Note: Of comprehensive review, feedback and recommendations to Board & membership Progress: Completed 7/25/25</p> <p><input checked="" type="checkbox"/> Board Meeting Lead: Miller MCG & CALAFCO Note: To adopt recommended reforms & approve support of recommended bylaws changes on 7/25/25 Progress: Completed</p> <p><input checked="" type="checkbox"/> Membership Outreach on Recommended Bylaws Changes Lead: Miller MCG & CALAFCO Progress: Info packet sent 8/15/25; Outreach continues</p> <p><input type="checkbox"/> Finalize LAFCO Academy Lead: CALAFCO</p>	<p><input checked="" type="checkbox"/> Adopt CALAFCO & Board Code of Conduct Lead: Miller MCG & CALAFCO Progress: Board Code adopted 7/25/25; CALAFCO Code pending</p> <p><input type="checkbox"/> Adopt Communications Code of Conduct Lead: CV Strategies & CALAFCO</p> <p><input type="checkbox"/> Develop Communications Framework Lead: CV Strategies</p> <p><input type="checkbox"/> Schedule 2026 CALAFCO U Sessions Lead: CALAFCO Note: Should launch with the 2026 annual calendar</p> <p><input type="checkbox"/> Continue Membership Engagement/ Input on Recommended Reforms Lead: Miller MCG & CALAFCO Note: For potential adoption of bylaws changes at annual meeting</p> <p><input type="checkbox"/> Conduct Annual Business Meeting on 10/23/25 Lead: CALAFCO</p> <p><input type="checkbox"/> Develop Draft Mentor Program Lead: CALAFCO Deadline: 10/31/25</p> <p><input type="checkbox"/> Share Comprehensive Review of Structures Lead: Miller MCG Deadline: 12/5/25 Note: Share drafts with membership & Board before/during 12/5/25 meeting for feedback & continue work</p>	<p><input type="checkbox"/> Implement Mentor Program Lead: CALAFCO Deadline: 12/31/25</p> <p><input type="checkbox"/> Present Review of Structural Changes at Mid-year Business Meeting Lead: Miller MCG Deadline: 2/23/26 Note: Present proposed Bylaws changes (re: structural updates) to membership at mid-year membership meeting 2/23/26; Board to adopt policies to support Bylaws changes on 2/27/26</p> <p><input type="checkbox"/> Conduct 2026 CALAFCO U Sessions Lead: CALAFCO</p> <p><input type="checkbox"/> Recruit & Hire Permanent Executive Director Lead: CALAFCO & Miller MCG</p> <p><input type="checkbox"/> Roll Out Marketing of LAFCO Academy Lead: CALAFCO</p>



Pamela Miller
Owner & Chief Engagement Officer, Miller Consulting
pmiller@millermcg.com | 916-850-9271 | millermcg.com

An outcome of the Board retreat, March 20-21, 2025

Update as of:
August 26, 2025

Pending Start In Progress Completed

YOLO
LOCAL
AGENCY
FORMATION
COMMISSION



Item 5-ATT E

September 11, 2025

COMMISSION
CHAIR
BILL BIASI
Councilmember
City of Winters

Erika Bumgardner, AICP
Deputy Community Development Director
City of Woodland
300 First Street
Woodland, CA 95695

OSCAR VILLEGAS
VICE CHAIR
Supervisor – 1st District

LUCAS FRERICHS
Supervisor – 2nd District

Re: Notice of Preparation for the Draft Supplemental Environmental Impact Report for the City of Woodland General Plan Amendment to Policy 2.A.1

PAMELA MILLER
Public Member

Dear Ms. Bumgardner:

GLORIA PARTIDA
Councilmember
City of Davis

Thank you for the opportunity to comment on the Notice of Preparation for the City of Woodland General Plan Amendment (GPA) to Policy 2.A.1 Supplemental Impact Report (SEIR). The Yolo Local Agency Formation Commission (LAFCo) will be a Responsible Agency for this SEIR, and if the project is approved by the City Council and voters, LAFCo will use this SEIR to consider any approvals required for extended City services outside its jurisdictional boundary. Accordingly, LAFCo provides the following comments and observations to help improve the SEIR and ensure that it is suitable for LAFCo's needs.

ALTERNATES
SHEILA ALLEN
Supervisor – 4th District

In the project description, please clarify what is permitted under the extension to "commercial facilities". According to the State Water Resources Control Board SAFER Dashboard, there are at-risk water systems surrounding the City or other systems that may warrant future consolidation and LAFCo staff recommends these not be precluded by the proposed GPA language.

TANIA GARCIA-CADENA
Councilmember
City of Woodland

ERIK VINK
Public Member

Government Code section 56133 requires that districts and cities obtain LAFCo approval of any new or extended services outside the agency's existing boundaries. For the Commission to approve any requests, the area to be served must either be (1) within the sphere of influence ("SOI") of the agency and annexation of the territory is anticipated; or (2) services are needed outside an agency's SOI to respond to an existing or impending public health or safety threat (e.g. failing well or septic system). There is an exemption under section 56133(e)(3) that potentially could be considered for Bayer Crop Science if the facility is determined by LAFCo to directly support agricultural industries. LAFCo recommends that the SEIR discuss the need for LAFCo approval under section 56133.

STAFF

CHRISTINE M. CRAWFORD, AICP
Executive Officer

JD TREBEC
Deputy Executive Officer

TERRI TUCK
Retired Annuitant
Administrative Specialist II/Clerk

COUNSEL
ERIC MAY

As such the project and SEIR analysis must comply with the Yolo LAFCo's Out of Agency Service Review policies (Section 3.0) and Agricultural Conservation Policies (Section 4.0) found at the following link [HERE](#). These policies should be discussed in the SEIR.

625 Court Street, Suite 107
Woodland CA 95695

(530) 666-8048
lafco@yolocounty.org

www.yololafco.org

Thank you again for consulting with Yolo LAFCo. If you have any questions, please feel free to contact me.

Best regards,

A handwritten signature in blue ink, appearing to read "Christine M. Crawford", is written over a light blue horizontal line.

Christine M. Crawford, AICP



P O Box 1556, Woodland CA 95776
(530) 662-6316 O – (530) 662-8611 F
www.yolofarmbureau.org

Item 5-ATT F

PRESIDENT
Robert Falconer
1ST VICE PRESIDENT

2nd VICE PRESIDENT

SECRETARY & TREASURER
Miranda Driver

Submitted Electronically

July 25, 2025

Yolo Local Agency Formation Commission
625 Court Street, Room 204
Woodland, CA 95695

RE: Resolution 2025-06 of intent to initiate dissolution of the Capay, Cottonwood, Knights Landing, and Mary's Cemetery Districts per Government Code Section 56375.1, if timely audits or minimum financial requirements are not met within 12 months

Yolo County Farm Bureau has carefully examined LAFCO's conduct with reference to the 4 Rural Cemetery Districts. First, we recognize, appreciate and commend the willingness of Supervisor Oscar Villegas, after reading/hearing all the information provided by LAFCO Staff followed by that of the impacted community members, to Move a Motion to halt the District Dissolution Process Villegas followed up with cohesive and persuasive arguments that convinced Supervisor Frerichs and Commissioner Partida to second/support his Motion. This action effectively called a halt to the County's efforts, through LAFCO or otherwise, to essentially shut down and take over the rural cemeteries without providing any/all of the following:

- (1) Adequate notice to the Cemetery Boards and community members.
- (2) Assistance and time sufficient to correct inadequacies.
- (3) County recognition of its or other regulatory failures/omissions/demands which made performance of requirements difficult or impossible.
- (4) Provision of other protections to the local community interests including waiver of some or all regulatory and/or unnecessary burdens and charges.

Regulators and the County must remember these 4 Cemetery Districts have very limited budgets, depend on voluntary efforts and financial contributions of community members, and their funds cannot be syphoned off for expensive, arguably unnecessary audits and other procedures. A "One Size Fits All" approach which includes expensive requirements does not work for small Districts with very limited resources. Certainly, Mary's Cemetery District, with its \$69,000 annual income, fits this category.

From: Christine Crawford
Sent: Tuesday, September 16, 2025 11:27 AM
To: 'miranda@yolofarmbureau.org' <miranda@yolofarmbureau.org>
Subject: LAFCo Resolution 2025-06 & Rural Cemetery Audit Requirements

Hello Miranda,

Thank you for your July 25th letter (received on September 15th via email). It will be shared with the Yolo Local Agency Formation Commission (LAFCo) in our September 25th meeting packet.

It appears that there's confusion about the relationship between Yolo County and Yolo LAFCo and I'd appreciate meeting with you, introducing myself, and explaining who we are and what we do. Please also know that we are working with the Yolo County Department of Financial Services to develop some clear and cost-appropriate direction that can be communicated to the rural cemetery districts to resolve these audit issues.

Please let me know if you would like to meet, perhaps for a coffee. And if you could offer a couple days/times that you are available, I'm sure I can make one work.

Thanks,
Christine

Christine M. Crawford, AICP
Yolo LAFCo Executive Officer
(916) 798-4618 – mobile
(530) 666-8048 – office

LAFCO

Meeting Date: 09/25/2025

Information

SUBJECT

Consider Resolution No. 2025-08 authorizing the Madison Community Services District ("District") to provide out of agency water and sewer services to APN 049-461-004 located on the northeast corner of Hurlbut and Railroad Streets in the unincorporated community of Madison, and find the project is categorically exempt from CEQA (LAFCo No. 25-04)

RECOMMENDED ACTION

Adopt Resolution 2025-08 authorizing Madison Community Services District Out of Agency Services to the subject parcel, determining the Project is exempt per California Environmental Act (CEQA) Guidelines Section 15303(d) (New Construction or Conversion of Small Structures).

FISCAL IMPACT

None. Yolo LAFCo collected a \$1,500 fee for processing this request in accordance with the adopted fee schedule.

REASONS FOR RECOMMENDED ACTION

In accordance with the Cortese-Knox-Hertzberg Act Section 56133, the Commission may authorize a district to provide extended services outside its jurisdictional boundary to an area within its sphere of influence in anticipation of a later change of organization. The applicant has requested that Yolo LAFCo approve services for a parcel where a new residential duplex is under construction within the Madison Community Services District's Sphere of Influence and the community growth boundary for Madison as designated in Yolo County's 2030 Countywide General Plan. The Out of Agency Services approval is consistent with Yolo LAFCo's Project Policies, specifically the Standards of Evaluation as discussed in the background information below.

BACKGROUND

In 2023, the County approved a building permit (BR23-282) for a duplex at the south end of a parcel (APN 049-461-004) within the unincorporated community of Madison. With construction nearly completed on the permitted duplex, it was discovered that the District's boundary runs along Railroad Street but does not include the thin strip of residential-zoned land between Railroad Street and County Road 86 where the project is located. The parcel is within the District's Sphere of Influence and fronts Railroad Street, which has existing water and sewer lines. The District has provided a "will-serve" letter and accepted fees for service to the property. A condition has been added to the agreement that any additional development of the parcel and/or the submittal of a tentative map will require that the developer submit and pay for a LAFCo application to annex the parcel into the Madison Community Services District. Furthermore, an agreement that precludes direct or indirect opposition or protestation of the annexation of the served property is required per LAFCo Project Policy 3.4.

The proposal was evaluated against Yolo LAFCo's standards of evaluation (Section 3.3) which states, LAFCo will consider the following factors to determine the local and regional impacts of proposed out of agency services:

a) Whether annexation is a reasonable and preferable alternative to LAFCo allowing extended services outside the agency's jurisdictional boundaries;

An agreement is preferable to annexation so that the applicant may complete a small residential project that has been permitted by the County and has had service fees accepted by the District. The delay needed to complete an annexation proposal at this point would jeopardize completion of the duplex. However, there is additional development potential on the subject property. The agreement is conditioned so that any additional development or a tentative map for the parcel will require the applicant to submit and pay for an application to annex the parcel into the District.

b) The growth-inducing impacts of any proposal;

The proposed agreement would not be growth-inducing as services have already been extended along Railroad Street and further development of the parcel would be limited by its size and shape. Although more residential units could be constructed on the subject parcel, it is an abandoned railroad right of way within the community boundaries, therefore development is appropriate. The parcel is surrounded by existing urban development on three sides. Land to the south and southeast of the property is outside the community growth boundary identified by the County and is limited to agricultural uses.

c) Whether the proposed extension of services promotes logical and orderly development of areas within the SOI (i.e. islands, strips and corridors are disfavored);

The extension of services would promote logical and orderly development, since the parcel has been zoned for development and included within Madison's community growth boundary for decades. It is surrounded by developed parcels to the west, north, and east.

d) The agreed upon timetable and stated expectation for annexation to the agency providing the requested service;

The agreement is conditioned so that any additional development or a tentative map for the parcel will require the applicant to submit and pay for an application to annex the parcel into the District. Furthermore, the applicant is required to record an agreement that precludes direct or indirect opposition or protestation of the annexation of the served property per Yolo LAFCo Project Policy 3.4. The applicant has been informed of these conditions.

e) The proposal's consistency with the policies and plans of all affected agencies;

The proposal is consistent with Yolo County's General Plan policies to direct residential growth to designated areas within the growth boundaries of existing unincorporated communities and County Environmental Health policies that encourage water and sewer services over individual well and septic systems to protect water quality.

f) The ability of the local agency to provide service to the proposed area without detracting from current service levels;

The District has provided a will-serve letter to show that it has the capacity to serve the new duplex without detracting from current service levels.

g) Whether the proposal contributes to the premature conversion of agricultural land or other open space land;

The parcel is within the boundaries of the unincorporated community of Madison and does not include agricultural or open space lands.

h) Whether the proposal conflicts with or undermines adopted Municipal Service Review determinations and/or recommendations; and

The most recent Municipal Services Review for the Madison Community Services District was adopted in 2021. The proposal does not conflict with or undermine the determinations and/or recommendations which focused on unrelated financial and policy issues.

i) Other factors determined to be relevant by the Commission or staff.

Staff determined that there were no other factors relevant to the proposal.

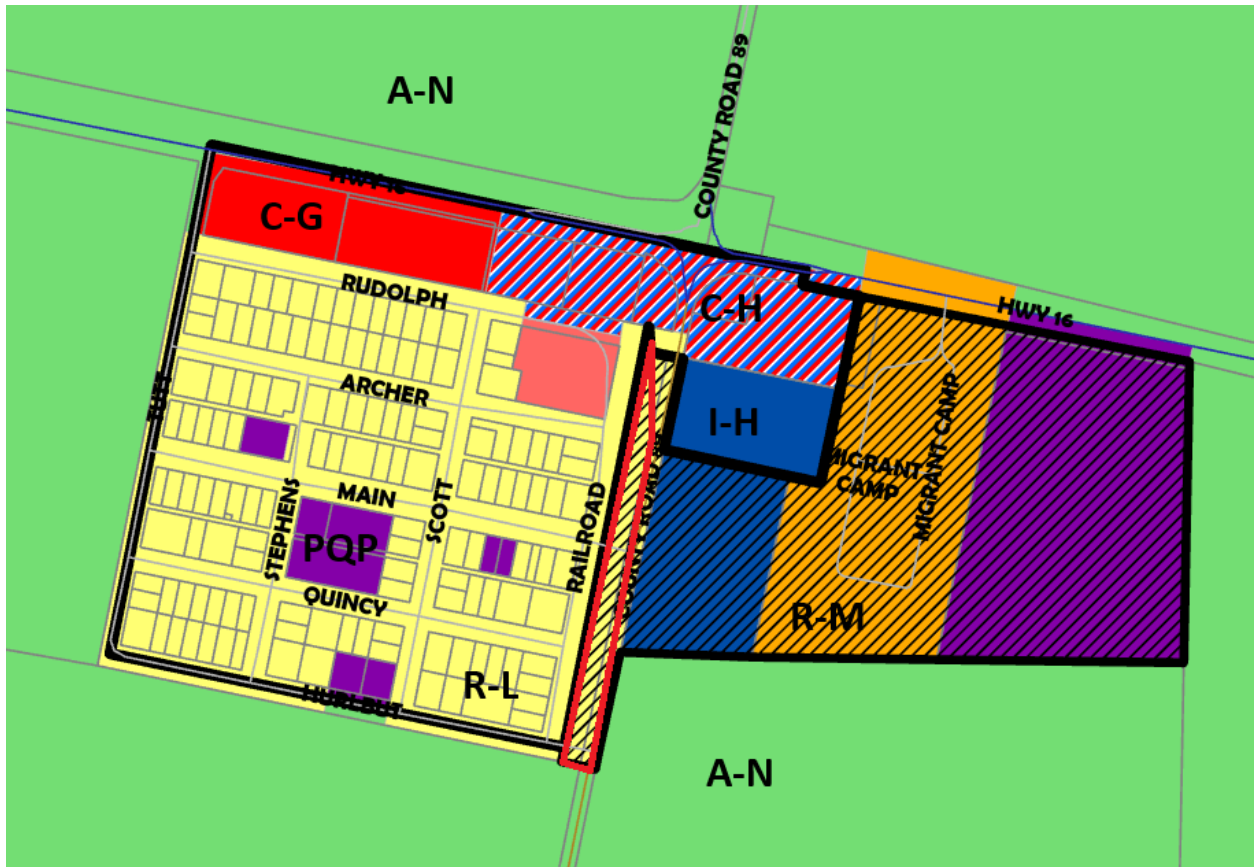
Attachments

ATT A-Location and Zoning
ATT B-Resolution 2025-08 Adopting OOA for Madison CSD
ATT C-Will serve letter

Form Review

Inbox	Reviewed By	Date
Christine Crawford	Christine Crawford	09/15/2025 12:04 PM
Form Started By: JD Trebec		Started On: 08/21/2025 09:41 AM
Final Approval Date: 09/15/2025		

Attachment A. Location and Zoning



RESOLUTION 2025-08

AUTHORIZE THE MADISON COMMUNITY SERVICE DISTRICT TO PROVIDE OUT OF AGENCY WATER AND SEWER SERVICES TO APN 049-461-004 LOCATED BETWEEN RAILROAD STREET AND CR 89 (LAFCO NO. 25-04)

WHEREAS, on August 7, 2025, R&E Enterprises, LLC submitted an application to extend Madison Community Services District's ("District") services outside the District's jurisdictional boundaries to a 3.78-acre property at 17973 Railroad Street, Madison, CA 95693 (APN 049-461-004) in order to provide water and sewer services to a residential duplex; and

WHEREAS, in accordance with the Cortese Knox Hertzberg Act, Government Code Section 56133, the Yolo Local Agency Formation Commission ("Yolo LAFCo") may authorize an agency to provide extended services outside its jurisdictional boundary but within its sphere of influence in anticipation of a later change or organization; and

WHEREAS, the project was analyzed in accordance with Government Code Section 56133 and Yolo LAFCo's local policy for Out of Agency Service Review adopted August 22, 2019; and

WHEREAS, the Deputy Executive Officer has reviewed the project and recommends that the project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Guidelines Section 15303(d) (New Construction or Conversion of Small Structures) of the CEQA Guidelines; and

WHEREAS, the Deputy Executive Officer reviewed the proposal and prepared and filed a report with recommendations with this Commission at least five (5) days prior to the date of the September 25, 2025 meeting during which the project was set to be considered; and

WHEREAS, an opportunity was given to all interested persons, organizations, and agencies to present oral or written testimony, protests, objections, and any other information concerning the Proposal and all related matters; and

WHEREAS, at said meeting, the Commission reviewed and considered the CEQA Exemption and the Executive Officer's Report including all the information, recommendations, findings, and conditions contained therein.

NOW, THEREFORE, BE IT RESOLVED that the Yolo LAFCo authorizes the District to provide out of agency water and sewer services to APN 049-461-004 shown in Exhibit A subject to the following findings and conditions of approval:

Findings

1. **Finding**: Yolo LAFCo has reviewed the project and recommends that the project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Guidelines Section 15303(d) (New Construction or Conversion of Small Structures) of the CEQA Guidelines.

Evidence: The project includes construction of water and sewer service connections for a permitted duplex residential structure. Guidelines Section 15303(d) provides a Class 3 categorical exemption to new, small structures including duplexes and "water main, sewage, electrical, gas, and other utility extensions, including street improvements, of reasonable length to serve such construction." Given its location and size, the subject 3.78-acre parcel

has development potential in addition to the residential duplex currently under construction if subdivided. However, there is no development or subdivision planned at this time and any development potential would be limited by the shape of the parcel, such that only a limited number of small residential or commercial buildings could be built on the parcel.

2. Finding: Approval of Out of Agency Services for the project is consistent with LAFCo policies and is a logical extension of District services.

Evidence: This Out of Agency Services approval is consistent with Yolo LAFCo's Project Policies, specifically its Standards of Evaluation (Section 3.3), and the District Sphere of Influence. Extended services already serve other properties on Railroad Street and the project would only connect this developed parcel so that it would not be considered growth-inducing. Applicant is conditioned to apply for annexation into the District prior to approval of any further development or division of the parcel beyond the existing duplex. The project is consistent with the Yolo County General Plan and Zoning and is non-discretionary. Water and sewer supply would be provided by the District through connections to existing water and sewer mains in on Railroad St. The Madison Community Services District has agreed to provide services and has provided LAFCo with a will-serve letter contingent upon the developer and the District agreeing to terms for construction and connection, specifically the payment of impact fees and agreeing to future annexation.

Conditions of Approval

1. To the extent allowed by law, the applicant and the real party of interest, if different, agree to defend, indemnify, hold harmless and release the Yolo Local Agency Formation Commission, its agents, officers, attorney and employees from any claim, action or proceeding brought against any of them, the purpose of which to attack, set aside, void, or annul the approval of this application or adoption of the environmental review which accompanies it. This indemnification obligation shall include, but not be limited to, damages, costs, expenses, attorney fees, or expert witness fees that may be asserted by any person or entity, including the applicant, arising out of or in connection with the approval of this application, whether or not there is concurrent passive negligence of the part of the Yolo Local Agency Formation Commission its agents, officers, attorney or employees.
2. This approval is subject to the District and the developer agreeing to terms for service construction and connection, including fees, among other items.
3. To ensure timely annexation of properties provided with non-emergency out-of-agency services, if additional development is proposed on APN 049-461-004 beyond the existing duplex and/or if a tentative map is submitted, prior to any final approval the developer agrees to submit and pay for a LAFCo application to annex the subject parcel to the Madison Community Services District.
4. Prior to Yolo County signing off final permits for the duplex, the applicant shall execute and record an agreement that precludes direct or indirect opposition or protestation of the annexation of the served property (a one-page form is available at LAFCo).

PASSED AND ADOPTED by the Local Agency Formation Commission, County of Yolo, State of California, this 25th day of September 2025, by the following vote.


AYES:

NOES:

ABSENT:

Bill Biasi, Chair
Yolo Local Agency Formation Commission

ATTEST:

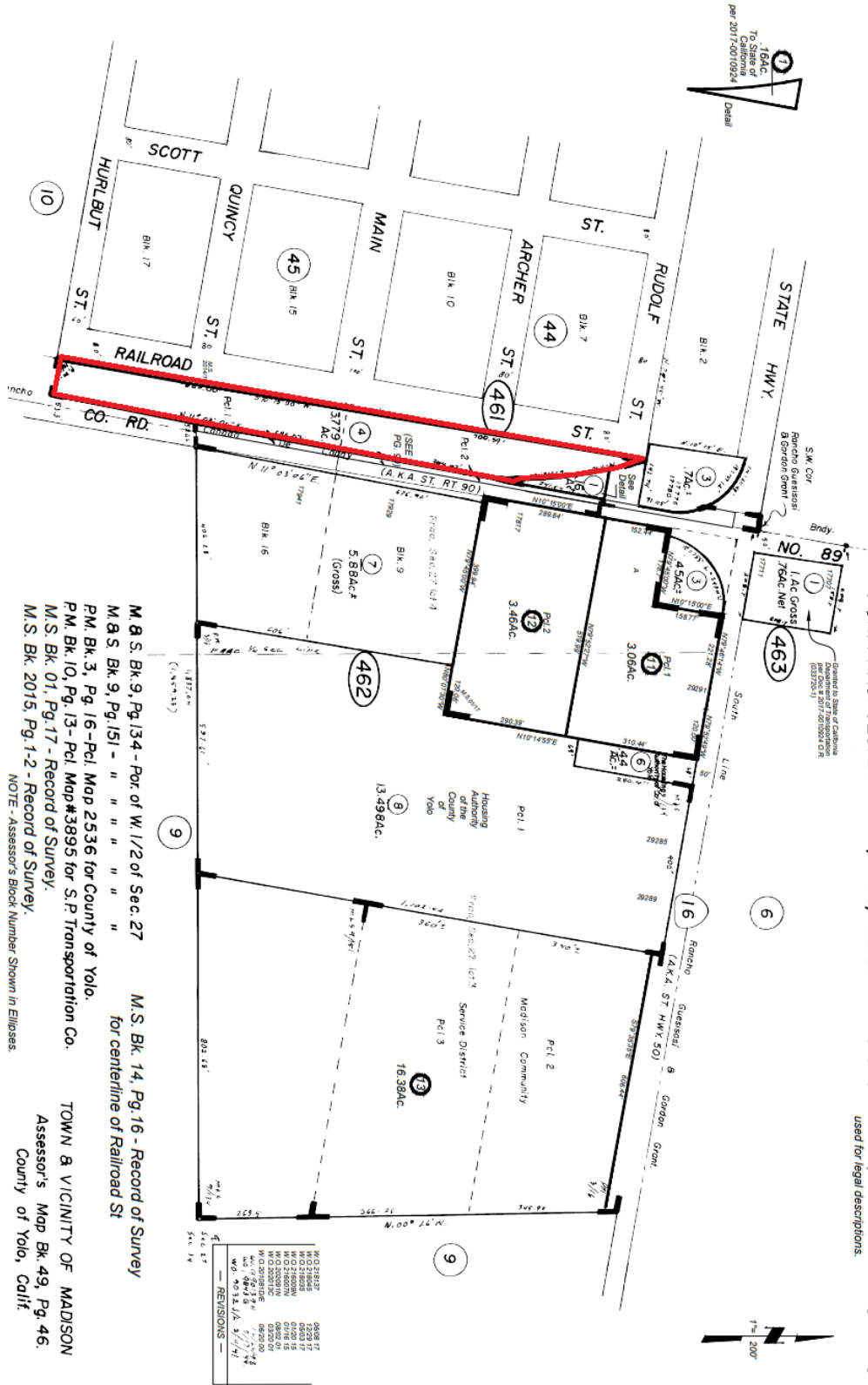


Christine Crawford, Executive Officer
Yolo Local Agency Formation Commission

Approved as to form:



Eric May, Commission Counsel



M.S. Bk. 9, Pg. 134 - Por. of W. 1/2 of Sec. 27
 M.S. Bk. 9, Pg. 151 - " " " " " "
 P.M. Bk. 3, Pg. 16 - Pel. Map 2536 for County of Yolo.
 P.M. Bk. 10, Pg. 13 - Pel. Map #3895 for S.P. Transportation Co.
 M.S. Bk. 01, Pg. 17 - Record of Survey.
 M.S. Bk. 2015, Pg. 1-2 - Record of Survey.

M.S. Bk. 14, Pg. 16 - Record of Survey
 for centerline of Railroad St

TOWN & VICINITY OF MADISON
 Assessor's Map Bk. 49, Pg. 46.
 County of Yolo, Calif.

POR. FRAC. SEC. 27 T.10N, R.1W, M.D.B. 8M. CAUTION - These Maps ARE NOT to be used for legal descriptions.

49 - 46



NO.	REVISIONS
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WILL SERVE LETTER

September 10, 2025

Raul Melendez
R&R Pacific.
PO Box 1029,
Woodland CA 95776

Duplex at Railroad and Hurlbut services will serve.

Mr. Melendez,

This letter is to confirm the availability to connect to the Madison Community Services District. Connection is for One duplex consisting of two equivalent dwelling units also known as EDU's. And for future purposes specifically this one building with two EDU's only.

This letter is also to confirm that all connection fees have been paid in full.

Sincerely,



Leo Refsland, General Manager
Madison Community Services District

LAFCO

Meeting Date: 09/25/2025

Information

SUBJECT

Discussion and direction regarding potential updates to Yolo LAFCo Agricultural Conservation Policies addressing Strategic Work Plan Items 6.2 "Study agricultural land conversion for climate change needs" and 6.4 "Consider updates to LAFCo's agricultural conservation policies, including adjusting the agricultural mitigation ratio" (no action will be taken)

RECOMMENDED ACTION

Receive the Yolo LAFCo Agricultural Conservation Policies Background Report, discuss, and provide direction regarding the following staff recommendations:

1. Retain the existing 1:1 agricultural mitigation ratio, which creates a baseline for any development projects that require LAFCo action.
2. Retain the existing language in Policy 4.9 that states conservation easements must be within Yolo County.
3. Consider language to encourage easements within 2 miles of cities or rural towns and easements adjacent to existing easements to create larger clusters of protected farmland.
4. Direct staff to research and develop a framework to potentially create a mitigation alternative that could fund irrigation projects that revive fallowed agricultural land or increase productivity/growing season.

REASONS FOR RECOMMENDED ACTION

The two-year Yolo LAFCo Strategic Work Plan, adopted in April 2024, included four actions regarding the relationship between LAFCo's Agricultural Land Preservation Policy and other mandates such as housing requirements and climate actions. This study specifically addresses the following action steps:

- 6.2 Study ag land conversion for climate change needs (e.g., comprehensive evaluation of converting ag to solar arrays)
- 6.4 Consider updates to LAFCo's ag conservation policies, including adjusting the ag mitigation ratio

BACKGROUND

Please see the attached Yolo LAFCo Agricultural Conservation Policies Background Report.

Attachments

ATT A- Yolo LAFCo Agricultural Conservation Policies Background Report

ATT B- YSGA Implementation Options 2025.09.02

Form Review

Inbox

Christine Crawford

Form Started By: JD Trebec

Final Approval Date: 09/17/2025

Reviewed By

Christine Crawford

Date

09/16/2025 04:51 PM

Started On: 09/15/2025 11:23 AM

YOLO LAFCo AGRICULTURAL CONSERVATION POLICIES BACKGROUND REPORT

Preserving open-space and prime agricultural land is listed as one of the main purposes of LAFCoS in the California laws that enable them. Additionally, one of the duties of the commission is to make studies and to obtain and furnish information which will contribute to the logical and reasonable development of local agencies in each county and to shape the development of local agencies so as to advantageously provide for the present and future needs of each county and its communities. (GOV Code Sec 56301).

This report is intended to review the current threat of farmland conversion, efforts to mitigate prime farmland loss, and review related concerns. It responds to Yolo LAFCo Strategic Work Plan items:

6.2 Study ag land conversion for climate change needs (e.g. comprehensive evaluation of converting ag to solar arrays)

6.4 Consider updates to LAFCo's ag conservation policies including adjusting the ag mitigation ratio

Existing Farmland and Development Trends

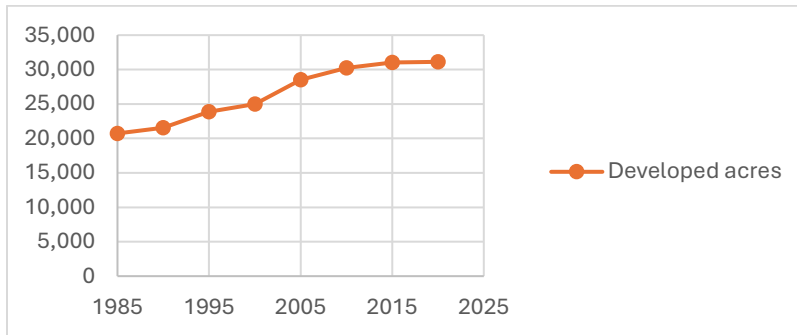
California established the Farmland Mapping and Monitoring Program (FMMP) in 1982 as a response to the widespread conversion of farmland with the growth of suburbs in the decades following World War II. For over 40 years, the FMMP has provided biennial maps of important farmlands for each county which can be used to monitor the state of farmland conversion. The most recent assessment found that 37% of Yolo County is prime farmland. About 5% of the County is designated for urban uses. The 2022 update is currently in progress.

Table 1. FMMP Yolo County Land Classifications 2020

Farmland Type	Yolo acreage	Percent
Prime Farmland	243,748	37%
Farmland of Statewide Importance	19,985	3%
Unique Farmland	44,467	7%
Farmland of Local Importance	49,086	8%
Grazing Lands	165,660	25%
Urban	31,732	5%
Other (water, mountains)		15%
Total County area	653,450	100%

As shown in the figure below, development of farmland accelerated through the first decade of the 21st Century and has since slowed greatly. This is most likely due to the housing market collapse and the great recession which occurred around 2008.

Figure 1. Acres of Developed Land in Yolo County 1985-2020



Conversion of Agricultural land to Solar Energy Production

A recent California assembly bill (AB 1156), which was ordered to the inactive file by the sponsor at the last moment, would ease restriction to allow a landowner of a Williamson Act contracted parcel to develop solar power facilities on the land. The land would have to be shown to have diminished agricultural potential through adverse conditions including contamination or insufficient groundwater.

The bill is mainly focused on areas like the San Joaquin Valley where farmland is going fallow as groundwater supply shrinks. Although Yolo County's groundwater loss is less dire, a question raised by the Board is the potential conflict between agricultural land protection and the County's greenhouse gas reduction goals, particularly the development of solar energy production on agricultural lands. Yolo County's Climate Emergency Declaration (Resolution No. 20-114) set a countywide goal of achieving net-negative greenhouse gas emissions by 2030. The County's Climate Action and Adaptation Plan (CAAP) contains actions under measure EB-3 which could potentially impact agricultural lands. These include actions to promote on-farm renewable energy generation and to facilitate community solar programs and renewable energy production.

Yolo County's solar ordinance (Code Sec. 8-2.1104) allows accessory solar energy systems that are under 2.5 acres on agricultural lands. Medium-sized accessory solar project from 2.5 to 7.5 acres on agricultural lands require ministerial approval. Solar projects within the agricultural zones between 7.5 and 30 acres require a Use Permit if they are located on prime farmland or Williamson Act contracted land. All projects larger than 30 acres in agricultural zones require a Use Permit. Discretionary utility projects are required to comply with the County's Agricultural Mitigation and Conservation Program and mitigate for any conversion of Swainson's Hawk foraging habitat.

In recent years, there has been an increase in the number of inquiries regarding solar energy systems on agricultural land in Yolo County. However, since 2013, eleven solar projects have been approved by Yolo County: eight were classified as accessory to agriculture or for onsite use and three were utility scale for offsite use. Agricultural accessory uses such as well pumps are non-discretionary and do not require agricultural mitigation. Permitted agricultural accessory projects are typically approximately 3 acres in size. Larger accessory projects permitted include Clark Pacific at 7 acres and Bayer at 11 acres. The Clark Pacific project was to provide power for their operation and was constructed within the developed footprint of the facility, so it did not require additional agricultural mitigation since that was provided with the original project permitting. The Bayer project also provided onsite power for the facility. The solar installation covers 11 acres of

their agricultural site but was considered an agricultural accessory use since it supported the seed research facility and thus did not require agricultural mitigation.

Three permitted projects are at utility scale, which requires a use permit and agricultural mitigation. Two of the projects, Putah Creek Solar Farm phases 1 and 2 cover a total of 37 acres and provided agricultural mitigation at a 1:1 ratio. The third utility project, the Gibson Solar project for Valley Clean Energy covers 100 acres. This is the largest project approved by the County and required approval by the County Board of Supervisors.

The Gibson project parcel was permitted on a site with a Williamson Act contract. This was unclear when the project was initially proposed, and the owner filed for a partial nonrenewal of the contract in February of 2024. Forty-seven acres of the parcel will remain contracted. The mitigation ratio for the farmland developed for solar and battery power will likely be 1:1 due to the proposed easement being located in one of the County's priority areas.

The area available for utility scale projects is relatively small because they are only feasible if they are located close to a major electrical substation. There are five PG&E substations in the unincorporated County: three near Winters, Madison, and Knights Landing respectively; one on I-5 approximately 1.6 miles southeast of Zamora, and one on CR 27 between CR 97 and 98. The Putah Creek Solar Farm is located at the Winters substation and the Gibson Solar project is located at the Madison substation.

Although the County's Department of Community Services has received many inquiries proposing community solar utility projects on farmland, none have followed up with an application after being informed that the permit would be discretionary and require mitigation for converted farmland and habitat. The three utility-scale solar power projects permitted by the County all specifically support the County's local energy aggregator, Valley Clean Energy (VCE). The Putah Creek Solar Farm facility is located at an electrical substation just west of Winters and is leased by VCE. The Gibson Solar Project was proposed by VCE to meet State requirements. Although these projects converted a combined total of 137 acres of prime farmland, they were required to mitigate for the loss of farmland and serve the local non-profit energy provider. Furthermore, the larger Gibson Solar project received intense scrutiny and approval directly by the County Board of Supervisors. No other applications for a utility -scale solar project have been received by the County.

The County's solar ordinance balances the county's greenhouse gas reduction goals with its duty to protect prime farmland. The majority of solar energy projects permitted by Yolo County directly support local agriculture by powering water pumping or agricultural industry. The permitted utility-scale solar projects directly serve the local energy aggregator and underwent a thorough public review process.

In conclusion, there does not appear to be a significant threat of farmland conversion for solar development in Yolo County. The total acreage of permitted solar power development discussed here is 177.3 acres, which would only be 0.073% of the prime farmland (assuming it was all developed on prime farmland, which it wasn't).

Agricultural Conservation Easements

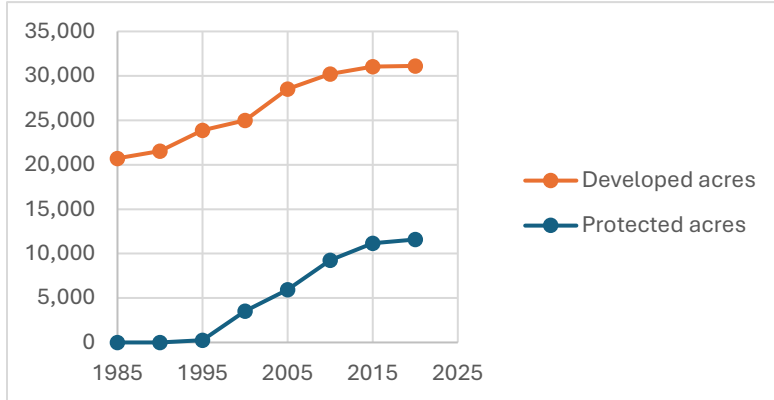
Agricultural Conservation Easements (ACE) are considered one of the best ways to protect farmland by placing the development rights of a parcel of land in the holding of someone other than the landowner. The development rights are usually held by a land trust that permanently retains

them so that the land may only be used for farming or open space. It is generally accepted that the first private land trust for conservation purposes was formed in Massachusetts in 1891. However, it took nearly a century for the practice to come into common use following the broader rise of the conservation movement in the 1970s. ACEs took off in the 1980s with federal authorization to allow income tax deductions for donations of easements and the Uniform Conservation Easement Act which provided a standard legal framework which states could use.

The Marin Agricultural Land Trust (MALT) in 1980 established the first agricultural land trust in California and the nation. The local Yolo Land Trust was started in 1988. It currently holds 78 easements which cover over 13,000 acres. It is the dominant holder of agricultural easements in Yolo County.

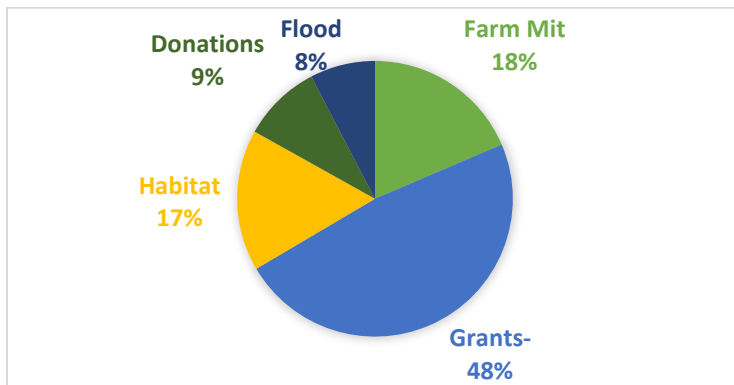
The number of conservation easements either as a result of landowner initiative and development requirements has exceeded the rate of development from 1995 to 2020 with 11,388 acres put under easements versus 7,261 acres developed in Yolo County. After 25 years, the amount of permanently protected acres is equal to 37% of the developed land in the county.

Figure 2. Farmland Conversion and Protection in Yolo County 1985-2020



The amount of land conserved directly by agricultural mitigation requirements according to the Yolo County Land Trust is 2,421 acres or approximately 18% of the land that they steward. The amount of land protected by agricultural mitigation requirements is similar to the amount protected by habitat mitigation, mostly for Swainsons Hawk habitat. Nearly half of the easements were acquired through state grants including the California Farmland Conservancy Program, Farm and Ranch Protection Program, and Sustainable Agricultural Lands Conservation Program.

Figure 3. YLT Types of Easement Acquisition



In all, approximately 10% of agricultural and grazing land in Yolo County is protected by conservation easements held by the Yolo Land Trust.

Farmland is also protected by the County zoning that permits only agricultural and agricultural support on the majority of unincorporated land and sets large minimum lot sizes at 40 acres for perennial crops such as orchards and vineyards, 80 acres for irrigated farmland, 160 acres for unirrigated cropland, and 320 acres for rangeland. Additionally, Yolo County makes extensive use of the California Land Conservation Act of 1965 or the Williamson Act. The act enables local governments to contract with private landowners for the purpose of restricting property to agricultural or open space uses. In return, the landowner receives a lower property tax assessment. The contract acts like a rolling conservation easement for ten years that renews each year unless the property owner files a notice of non-renewal. The County has continued to support this conservation tool to great effect so that the majority of land in Yolo County is under a Williamson Act Contract and protected from non-agricultural development to a much greater extent than permanent conservation easements.

In Yolo County, farmland covered by Williamson Act Contracts (WAC) ballooned in the first decade of the program to over 372,000 acres or approximately 57% of the county. The amount of farmland protected under Williamson Act has only continued to grow so that approximately 500,000 acres are now protected or 75% of county lands. The Williamson Act may protect farmland or open space so not all contracted land in Yolo County is prime farmland. About 60% of WAC lands are non-prime but some 97% of prime farmland is under WAC. Although this is not permanent protection, very few contracts have been non-renewed. There is also the option to put land into a farmland security zone (FSZ) which doubles the base contract length to 20 years.

Use of Agricultural Conservation Easements as Mitigation

Under the California Environmental Quality Act, mitigation measures are used to reduce environmental impacts to a less than significant effect. CEQA guidelines present five strategies for mitigation measures:

1. Avoiding the impact altogether by not taking a certain action or parts of an action.
2. Minimizing impacts by limiting the degree or magnitude of the action and its implementation.
3. Rectifying the impact by repairing, rehabilitating, or restoring the impacted environment.
4. Reducing or eliminating the impact over time by preservation and maintenance operations during the life of the action.
5. Compensating for the impact by replacing or providing substitute resources or environments, *including through permanent protection of such resources in the form of conservation easements.* [CEQA Guidelines § 15370.]

Agricultural mitigation through Agricultural Conservation Easements (ACE) is an example of the 5th type of mitigation measure, since they compensate for impacts by replacing or providing a substitute for the converted farmland. This was made explicit in 2018 when the italicized section in the text above was added after a few contradictory court decisions on the use of agricultural conservation easements as mitigation measures since the easements do not directly replace the lost farmland and substitution seems rather ambiguous. However, courts have allowed that

conservation easements have been widely used and accepted to mitigate habitat loss and have been used in farmland conservation.

Countywide Agricultural Mitigation Requirements

Local jurisdictions have a variety of agricultural mitigation requirements and policies as shown on the table below.

Yolo LAFCo adopted an agricultural conservation policy on March 21, 1994, which included a required 1:1 mitigation ratio. Yolo County and the City of Davis also have ordinances that specify the amount and location of mitigation for the conversion of agricultural lands to non-agricultural uses. The other cities have general plan policies of various strengths. The City of Woodland General Plan specifies an acre-for-acre mitigation requirement of the same type of farmland as classified by the state’s Farmland Mitigation and Monitoring Program. The City of Winters states support for ACEs in the County and the City of West Sacramento has a policy to encourage agricultural uses adjacent to the city but neither of these policies require any specific agricultural mitigation for conversion of farmland. The following table lists the relevant ordinance and policy sections.

Table 2. Ag Mitigation Requirements and Policies Adopted by Local Jurisdictions

Jurisdiction	Ratio	Notes
Yolo County	3:1 to 1:1	Quite complex. Ratio is determined by type of farmland and distance from cities and town of Esparto.
City of Davis	2:1	Easement must be acquired in Davis Planning Area per priority areas.
City of Woodland	1:1	Land conserved must be same FMMP type.
City of Winters	--	Supports County in establishing land trust for easements and Transfers of Development Rights.
City of West Sacramento	--	Encourages Yolo County to retain agricultural uses on lands adjacent to the city.
LAFCo	1:1	Prime farmland annexation requires prime farmland mitigation

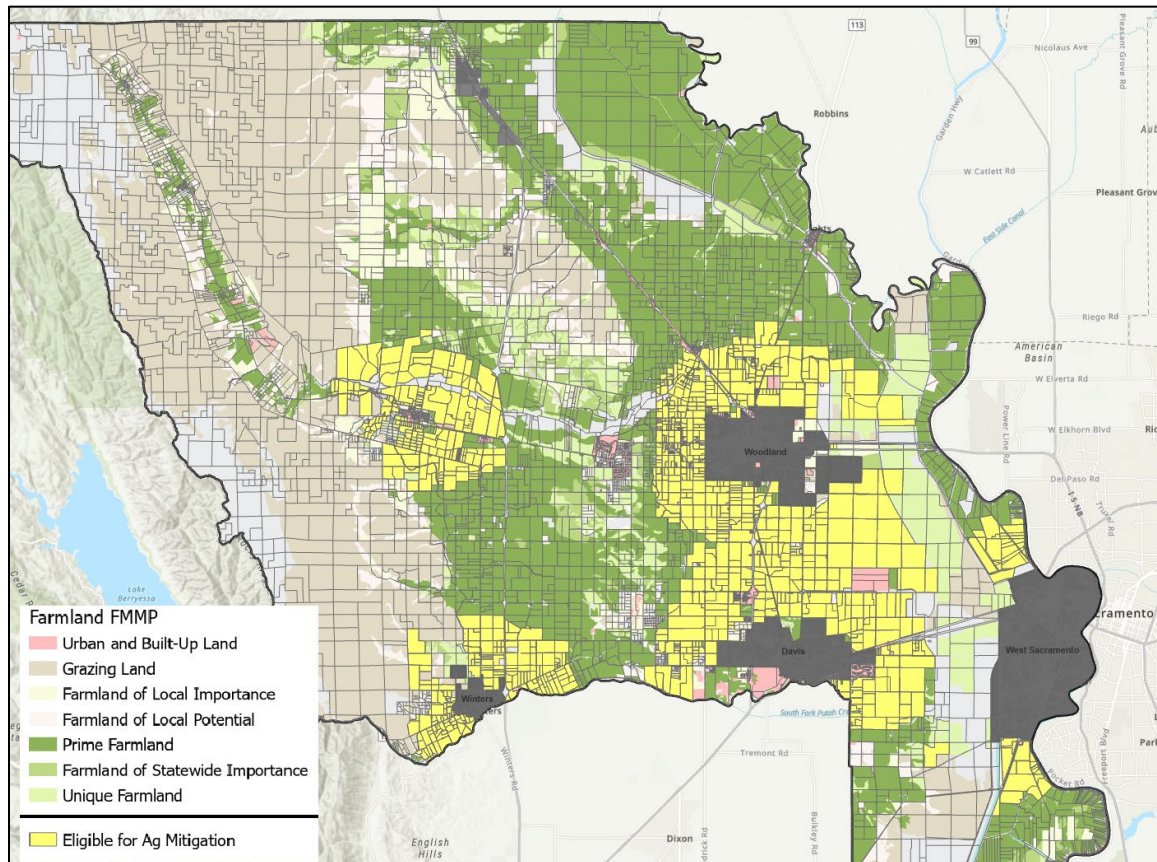
Yolo LAFCo’s policy is that annexation of prime farmlands shall not be approved without mitigation at not less than a 1:1 replacement ratio. Typically, a city is filing the annexation and agricultural mitigation would follow their policies. If the city did not determine the agricultural mitigation needed or if the proposed mitigation measure failed to meet Yolo LAFCo’s policy, then Yolo LAFCo’s mitigation requirements would set a baseline for mitigation.

As mentioned above, agricultural mitigation ordinances for Yolo County and City of Davis have a geographical component employed to incentivize acquiring easements closer to urban areas as a buffer to curb urban sprawl. The policies for the other cities and LAFCo do not provide a

geographical element. Certainly, farmland closer to urban areas and highways faces greater development pressure.

The County’s Agricultural Conservation and Mitigation Policy (ACMP) requires that all mitigation lands be located within 2 miles of a city’s sphere of influence or the community boundary of the unincorporated community of Esparto. Priority is given to mitigation located within a quarter mile of these communities and a designated buffer between Davis and Woodland.

Figure 5. Prime Farmland Eligible as Yolo County Mitigation



LAFCo Agricultural Conservation Policies - Update Options

Mitigation Ratio

The Commission directed staff to consider policy updates including adjusting the mitigation ratio. LAFCo’s mitigation ratio acts as a minimum baseline applied to any applications germane to LAFCo, primarily city annexations.

A reason for considering raising Yolo LAFCo’s mitigation ratio is that it would provide a consistent mitigation ratio for all annexations within the county. LAFCo has set a minimum mitigation ratio of 1:1 for communities that have not addressed this concern such as West Sacramento and Winters. The City of Davis has more complex mitigation requirements and their ratio goes beyond LAFCo’s 1:1 minimum but whether LAFCo should push for mitigation ratios beyond a baseline would require further discussion.

Staff reached out to see how other LAFCo's were addressing agricultural mitigation. About ten other LAFCo's responded to an informal survey regarding their agricultural mitigation policies, and nearly all have agricultural mitigation policies that require a 1:1 mitigation ratio. Staff is not aware of any LAFCo's that have a higher ratio. Conservation easements somewhat compensate for the impact of conversion of agricultural lands by protecting similar resources or environments, but they do not create net new agricultural land acreage and cannot fully mitigate for the loss. Also, in this political climate there is a lot of concern about placing additional hurdles on developing much needed housing. Therefore, staff recommends LAFCo not increase its mitigation ratio at this time.

Mitigation Easements Outside Yolo County

Another policy topic worth discussion is where agricultural mitigation may be located. Currently, Yolo LAFCo Policy 4.9(a) requires conservation easements be located within the County. Although agencies located along the County boundary cannot annex across county lines, there may be a rationale for allowing agricultural buffers for cities in adjacent counties. For example, the City of Davis's Willowgrove Project (aka Shriners) is considering an agricultural easement in Solano County which would meet the Davis's requirements but would be in conflict with Yolo LAFCo's policy.

LAFCo staff met with City of Davis staff and learned that the City is in very preliminary conversations about this Solano site, and there is a second potential site in Yolo County under consideration as well. Davis's program has other community benefit interests that differ from LAFCo's mission and orientation. Davis staff have other funding sources to acquire easements in addition to those for mitigating development projects, including Measure O parcel tax revenue, Solano Land Trust, and Sustainable Agricultural Lands Conservation (SALC) state grant funds.

Staff does not recommend LAFCo allow easements outside the County for the following reasons. One of LAFCo's missions is to curb urban sprawl and since cities cannot expand into adjacent counties, there is less development pressure/potential across the county border, so an easement provides less value. Staff is concerned that the easement value would go outside Yolo County and provide benefit elsewhere. In addition, Yolo Land Trust staff shared concerns about projects mitigating outside our county.

Other Easement Location Options

If the Commission wanted to enhance location priority areas to direct easements, it could prioritize easements within two miles of a city or CSD boundary as Yolo County does or even encourage conservation easements within two miles of the specific city or district where the conversion of farmland is proposed.

Yolo Land Trust staff suggested that prioritizing prime farmland in the County adjacent to existing easements, even if it is not immediately threatened with conversion, could be a benefit by creating larger clusters of protected farmland that could support more agricultural services. These are a few examples of potential enhancements that our policies could encourage or require.

Other Mitigation Options Beyond Easements

Although agricultural conservation easements have become a very popular means of mitigating for the loss of farmland, they are not entirely effective on their own since they do not create net new agricultural land to offset what would be lost. In addition to conservation easements, there are other ideas that could be considered as a means of mitigation.

Kings County LAFCo mentioned that they are considering mitigation fees to fund irrigation improvements to restore agricultural productivity on farmland that has been fallowed due to lack of

water as a means of mitigating farmland loss. This is an interesting concept that would potentially result in net new agricultural land to offset losses.

LAFCo staff discussed this concept with Yolo Subbasin Groundwater Agency (Yolo SGA) staff. There is the potential that farmland in Yolo County could be fallowed in the future due to flooding and lack of groundwater. Setting up surface water infrastructure could allow some impacted land to still grow seasonal crops. Additionally, supporting groundwater recharge projects could sustain farming in areas where groundwater loss is impacting the ability to farm. The Yolo GSA has a list of potential projects that mitigation impact fees could help fund.

Conclusion

This background information is intended to inform a discussion about potential updates to Yolo LAFCo's Agricultural Conservation Policies. The Commission may request additional information and/or provide staff direction on any policy changes it would like staff to develop with additional agency outreach for future consideration.

DRAFT -- September 16, 2025 **FINAL**

Implementation Options to Inform Projects and Management Actions

Category	Method	Implementation Option	Implementation Option Description	Responsible Party
Recharge Groundwater	Winter Flow Diversions	1	Divert winter flows to spread on fallow/dormant farm fields or basins identified by YSGA and willing landowners	YSGA/Landowner
		2	Divert winter flows and send at low flow rates through the Hungry Hollow Canal	YFCWCDC
		3	Purchase land or easement & construct basins and berms on agricultural fields to recharge water identified by YSGA and willing landowners	YSGA/Landowner
		4	Construct shallow dry wells to increase infiltration identified by YSGA and willing landowners	YSGA/Landowner
		5	Construct injection wells identified by YSGA and willing landowners to increase targeted aquifer recharge	YSGA/Landowner
		6	Construct sand dams identified by willing landowners to increase infiltration	Landowner
	Land Management Practices	7	Construct shallow dry wells to increase infiltration identified by YSGA and willing landowners	YSGA/Landowner
		8	Construct sand dams identified by willing landowners to increase infiltration	Landowner
		9	Increase infiltration & slow/reduce runoff in the upper watershed using established best practices, including voluntarily restoration of hillslopes, sediment traps, farm ponds, rangeland ponds, circulating ponds, and cover cropping.	Landowner/Yolo County
Reduce Groundwater Use	Conjunctive Use	10	Increase surface water use among existing surface water users and attract new surface water users already connected to existing system	YFCWCDC/Landowner
		11	Find, construct or purchase additional surface water rights and/or storage	YFCWCDC
	Land Management Practices	12	Increase soil health by cover cropping, i.e. reducing bare soil during off-season/between rows	Landowner
		13	Improve soil health by planting without tilling the soil	Landowner
		14	Change to less water intensive crops	Landowner
	Incentive Programs	15	Help landowners apply for SWEEP or other grant programs to encourage drip/micro/subsurface irrigation, reduce leaks, etc.	YSGA
	16	Place limits on groundwater extraction in Yolo Subbasin during drought periods based on Minimum Threshold Trigger as defined in the GSP	YSGA	

FINAL
Implementation Options to Inform Projects and Management Actions

Category	Method	Implementation Option	Implementation Option Description	Responsible Party
	<i>Regulations</i>	17	Temporarily restrict land uses countywide or create countywide zoning policies based on water availability, historical use, or other selected conditions until more data is available to understand the impacts of groundwater extraction for irrigated land in data gap areas	Yolo County
		18	Update well ordinance to further restrict new wells in areas that meet certain criteria (e.g. focus area moratorium)	Yolo County
	<i>Infrastructure Improvements</i>	19	Implement infrastructure improvements to extend surface water delivery to surface water users not currently connected to the existing system	YCFCWCD/Landowner
Improve Communication and Governance	<i>Communication</i>	20	Develop training opportunities featuring landowner-to-landowner knowledge sharing	YSGA/Landowner
		21	Develop groundwater sustainability technical assistance program for landowners to assess water usage	YSGA
		22	Provide quarterly updates on subbasin model to Board and Management Area Public Advisory Committees	YSGA
		23	Create private self-assessment tool for landowners to evaluate the contribution of existing land management practices to groundwater sustainability	YSGA
	<i>Governance</i>	24	Establish clear governance structure in Hungry Hollow	YSGA
Build on Existing Data	<i>Data Collection</i>	25	Monitor groundwater levels quarterly and consider providing to YSGA	Landowner
		26	Significantly update the groundwater portion of the subbasin model by 2028	YSGA
		27	Identify specific areas where projects and management actions would provide the greatest return on investment to increase sustainability	YSGA

Updated September 2, 2025

LAFCO

Meeting Date: 09/25/2025

Information

SUBJECT

A report by the Executive Officer on recent events relevant to the Commission and an update of staff activity for the month. The Commission or any individual Commissioner may request that action be taken on any item listed.

- a. CALAFCO Legislative Summary
 - b. Long Range Planning Calendar
-

Attachments

ATT a-CALAFCO Legislative Summary - Sep 25, 2025

ATT b-Long Range Planning Calendar - Sep 25, 2025

Form Review

Form Started By: Desirae Leverett

Final Approval Date: 09/16/2025

Started On: 09/16/2025 11:24 AM



CALAFCO Legislative Summary

LAFCo Meeting September 25, 2025

CALAFCO is currently tracking 19 bills as of September 16, 2025. The chart below highlights where each bill currently is at in the process.

Items 4 and 13-15 have been signed by the Governor. None of these bills pose a concern to Yolo LAFCo.

<p>1. AB 259 (Rubio, Blanca D) Open meetings: local agencies: teleconferences.</p>	<p>The bill extends the sunset date of the alternative Brown Act meeting procedures established in AB 2449 from 1/1/2026 to 1/1/2030. Jul 17 – Failed deadline – 2-year bill CALAFCO Position: Watch</p>
<p>2. AB 351 (McKinnor D) Campaign contributions: agency officers.</p>	<p>This bill changes the threshold amount from \$500 to \$1500 and requires the commission, effective January 1, 2027, and every other year thereafter, to adjust the contribution limits to reflect increases/decreases in the CPI, rounding the adjustment to the nearest \$10. Apr 30 – Failed to pass committee. Reconsideration granted. CALAFCO Position: None at this time</p>
<p>3. AB 356 (Patel D) Health care districts: County of San Diego.</p>	<p>Not applicable – Yolo County has no healthcare districts. Jul 17 – Failed deadline – 2-year bill CALAFCO Position: Support</p>
<p>4. AB 370 (Carrillo D) California Public Records Act: cyberattacks.</p>	<p>Current law authorizes the PRA 10-day timeframe to respond to be extended by no more than 14 days under unusual circumstances. This bill would also expand the definition of unusual circumstances to include the inability of the agency, because of a cyberattack. Jul 14 – Approved by the Governor - Chaptered. CALAFCO Position: None at this time</p>
<p>5. AB 568 (Macedo R) Tule East Groundwater Sustainability Agency Act</p>	<p>This bill would create the Tule East Groundwater Sustainability Agency and would establish the agency’s initial boundaries. Gut and amended on 6/24 and amended again 7/18, this bill replaces AB 1044 which is flagged as a 2-year bill. CALAFCO Position: None at this</p>
<p>6. AB 810 (Irwin D) Local government: internet websites and email addresses.</p>	<p>The bill expands the list of local agencies (adding to cities and counties) that are required to use “.gov” or “.ca.gov” domain names for websites and email addresses, to include special</p>

	<p>districts, school districts, joint powers authorities (JPAs), and other political subdivisions. These changes will apply to LAFCo and must be implemented by 1/1/29. [Yolo LAFCo is already working with County IT to convert our domain name]</p> <p>May 23 – Hearing postponed. This bill is now a 2-year bill. CALAFCO Position: Watch with concerns</p>
<p>7. AB 1044 (Macedo R) Tulare Basin Groundwater Sustainability Agency Act.</p>	<p>This bill authorizes the formation of the Tulare Basin Groundwater Sustainability Agency. The intent of the bill is to form a new GSA to cover, at a minimum, territory covered by the now defunct Eastern Tule GSA JPA. This bill appears to have been gut/amended into AB 568</p> <p>As of June 9, 2025, this bill has been moved to the inactive file at the request of the author. CALAFCO Position: None at this time</p>
<p>8. AB 1156 (Wicks D) Solar-use easements: suspension of Williamson Act contracts: terms of easement</p>	<p>The bill revises the conditions under which the land subject to a Williamson Act contract may be subject to a solar-use easement.</p> <p>The bill revises authorization for the DOC to determine that a parcel is eligible for suspension upon the request of the landowner, instead of a request from a county or city, and would require the DOC to additionally make that determination in consultation with any applicable groundwater sustainability agency or services.</p> <p>The bill revises the eligibility criteria for a parcel to be deemed eligible under these provisions by (1) additionally authorizing land for which there are or will be insufficient surface water or groundwater to support commercially viable irrigated agricultural use; (2) deleting the requirement that the land not be located on lands designated as prime farmland, unique farmland, or farmland of statewide importance; and (3) additionally requiring that the land meet certain additional requirements relating to the land’s historical use as cropland and whether it is encumbered by a conservation easement or enrolled in a land conservation program, as specified. The bill also requires the DOC to issue its determination of eligibility within 120 days following submission of a completed application package, and would deem any application not rejected within this 120-day period to be approved.</p> <p>This bill removes the authority for a county or city to require mitigation measures on or beyond the land that is subject to a solar-use easement. The bill also removes the requirement that a landowner post a performance bond or other securities in relation to a term easement or self-renewing easement.</p> <p>Sep 11, Failed deadline – now a 2-year bill. CALAFCO Position: None at this time</p>

<p>9. SB 5 (Cabaldon D) Enhanced infrastructure financing districts and community revitalization and investment areas: allocation of taxes: agricultural land exclusion.</p>	<p>This bill would exclude the taxes levied upon a parcel of land enrolled in or subject to a Williamson Act contract or a farmland security zone contract, as specified, from the above-described allocations to the district or authority, as applicable. Sep 12 – Enrolled. CALAFCO Position: Watch</p>
<p>10. SB 239 (Arreguín D) Open meetings: teleconferencing: subsidiary body.</p>	<p>This bill adds a subsidiary body, as defined, to the list of entities authorized to use alternative telecom provisions including advisory bodies that are not authorized to take final action on legislation, regulations, contracts, licenses, grants, permits, or other entitlements. June 5 – Failed deadline, 2-year bill. CALAFCO Position: None at this time</p>
<p>11. SB 462 (Cortese D) California Farmland Conservancy Program: conservation easements: funding.</p>	<p>This bill established the California Farmland Conservancy Program Fund in the Department of Conservation and authorizes the program to offer financial assistance, including grants or contracts, for projects and activities on agricultural lands that support agricultural conservation and sustainable land management. May 23 – Held in committee and under submission. CALAFCO Position: None at this time</p>
<p>12. SB 489 (Arreguín D) Local agency formation commissions: written policies and procedures: Permit Streamlining Act: housing development projects.</p>	<p>This bill seeks to apply the provisions of the Permit Streamlining Act to ministerial housing development projects. In doing so, it requires LAFCOs to make available and post on their website any forms necessary to a complete application to be submitted to the commission, concerning any proposed change of organization or reorganization. The bill amends the existing requirement for LAFCOs to post on their website notices by adding written policies and procedures. Sep 9 – Enrolled. CALAFCO Position: Watch</p>
<p>13. SB 707 (Durazo D) Open meetings: meeting and teleconference requirements.</p>	<p>This bill revises and recasts existing alternative teleconferencing provisions, until January 1, 2030, by providing a standard set of requirements. Sep 13 – Enrolled. CALAFCO Position: None at this time</p>
<p>14. SB 735 (Committee on Local Government) Validations. 15. SB 736 (Committee on Local Government) Validations. 16. SB 737 (Committee on Local Government) Validations.</p>	<p>Three annual validating act bills. These bills validate the organization, boundaries, acts, proceedings, and bonds of the state government, counties, cities, special districts, and school districts, among other public bodies. July 14 – Approved by the Governor – Chaptered CALAFCO Position: None at this time</p>
<p>17. SB 777 (Richardson D) Abandoned endowment care cemeteries: local agency possession and responsibility.</p>	<p>This bill has been amended and now requires the bureau to convene a workgroup on or before March 1, 2026, to include CALAFCO, Cal Cities, CSAC, UCC, RCRC, representatives from the cemetery industry, public cemeteries and legislative staff. Purpose of this working group is to discuss options for</p>

	<p>ensuring continued care, maintenance, and embellishment of abandoned cemeteries, including the possibility of requiring counties to assume responsibility for maintenance, irrigation, public works, and burial services for cemeteries located within their boundaries that become abandoned. The working group is required to provide a report to the Legislature by 1/1/26. CALAFCO now has a Neutral position on the bill.</p> <p>Sep 12 – Enrollment. CALAFCO Position: Neutral</p>
<p>18. SB 827 (Gonzalez D) Local agency officials: training.</p>	<p>This bill would expand which local agency officials are required to complete the above-described ethics training to include department heads, or other similar administrative officers, and would instead require officials who commence service on or after January 1, 2026, to receive their initial training within 6 months of commencing service. The bill would require the local agency to publish the training records on its internet website, as specified. This bill would additionally require all local agency officials, as defined, to receive at least 2 hours of fiscal and financial training, as described. The bill would require the training to be received at least once every 2 years, as provided. The bill would exempt from these requirements specified local agency officials if they are in compliance with existing education requirements specific to their positions.</p> <p>Sep 9 – Enrollment CALAFCO Position: Watch</p>
<p>19. SB 858 (Committee on Local Government) Omnibus Act of 2025</p>	<p>CALAFCO is working to have the bill amended to add two CALAFCO Omnibus items (one of which was submitted by Yolo LAFCo).</p> <p>Sep 5 – Enrolled and presented to Governor CALAFCO Position: Support</p>



Long Range Meeting Calendar – Tentative Items

September 25, 2025

Meeting Date	Tentative Agenda Items
Oct 2025	<ul style="list-style-type: none"> • Continued item regarding Ag Conservation Policies (tent.) • Strategic Plan Item 6.1 – Consider Expanding Climate Adaptation in MSRs • FY 24/25 Q4 Financial Update • FY 25/26 Q1 Financial Update
Dec 2025	<ul style="list-style-type: none"> • Strategic Plan Item 6.3 – Study RHNA Allocation, Growth Needs, and Alignment with Urban SOIs • 2026 LAFCo Meeting Calendar
Jan 2026	<ul style="list-style-type: none"> • Elkhorn FPD Reorganization (LAFCo No. 24-02) (placeholder) • 2025 Website Transparency Scorecard • FY 25/26 Q2 Financial Update
Feb 2026	<ul style="list-style-type: none"> • HOLD for 2-Yr Strategic Planning Workshop (9:00 am – 1:00 pm)
Mar 2026	<ul style="list-style-type: none"> • Draft LAFCo Budget for FY 2026/27

New Applications Received Since Last Meeting

Date Received	Application Name
Aug 7, 2025	Madison CSD Out of Agency Services