



**Local Agency Formation Commission of Napa County**  
Subdivision of the State of California

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*We Manage Local Government Boundaries, Evaluate Municipal Services, and Protect Agriculture*

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**Agenda Item 5e**

**TO:** Local Agency Formation Commission  
**PREPARED BY:** Brendon Freeman, Executive Officer  
**MEETING DATE:** April 4, 2016  
**SUBJECT:** CALAFCO Biennial Survey Results

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**SUMMARY**

The California Association of Local Agency Formation Commissions (CALAFCO) was established in 1971 to assist members in fulfilling their prescribed regional growth management duties. Key services include facilitating information sharing among members by organizing annual conferences and workshops as well as providing technical assistance through training classes and e-mail list serves. CALAFCO's adopted budget is currently \$0.426 million and primarily supported by annual membership dues and supplemented by revenues generated at conferences.

This item is for the Commission to review the results of CALAFCO's most recent membership survey. The survey was performed during the second half of the 2015 calendar year and addresses items from budget outlays to work activities and was completed by 55 of the 58 member agencies. This report is being presented for information only. Notable results from the survey are listed below with an asterisk (\*) to reflect the Commission's placement relative to other LAFCOs throughout the State.

***Independent v. Dependent LAFCOs***

51% are independent (i.e. LAFCO employees)  
33% are dependent (i.e. County employees) \*  
16% report hybrid organizational models

***Staff in Office (Full-Time Employees)***

36% with 0 to 1.9 \*  
42% with 2.0 to 3.9  
17% with 4.0 to 6.9  
5% with 7.0 or more

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Juliana Inman, Chair  
Councilmember, City of Napa

Greg Pitts, Commissioner  
Councilmember, City of St. Helena

Joan Bennett, Alternate Commissioner  
Councilmember, City of American Canyon

Diane Dillon, Vice Chair  
County of Napa Supervisor, 3rd District

Brad Wagenknecht, Commissioner  
County of Napa Supervisor, 1st District

Keith Caldwell, Alternate Commissioner  
County of Napa Supervisor, 5th District

Brian J. Kelly, Commissioner  
Representative of the General Public

Gregory Rodeno, Alternate Commissioner  
Representative of the General Public

Brendon Freeman  
Executive Officer

***LAFCOs with Special District Members***

51% have special district members  
49% do not have special district members \*

***Number of Annual Regular Meetings***

18% meet every month  
42% meet 9 to 12 times  
27% meet 5 to 8 times \*  
2% meet 4 or less times  
11% meet only as needed

***LAFCO Counsel***

45% use county counsel  
45% use private counsel \*  
10% use combination

***Executive Officer Salary***

25% less than \$50,000  
4% \$50,001 to \$75,000  
11% \$75,001 to \$100,000  
29% \$100,001 to \$125,000 \*  
31% \$125,001 or above

***Clerk Salary***

22% less than \$30,000 \*  
18% \$30,001 to \$50,000  
35% \$50,001 to \$70,000  
2% \$70,001 or above  
24% not applicable

***Legal Counsel Compensation***

9% less than \$100/hr  
16% \$101/hr to \$150/hr  
53% \$151/hr or above \*  
13% flat annual rate  
9% no cost allocation

***Number of Cities within LAFCO's Jurisdiction***

76% with 0 to 10 \*  
18% with 11 to 25  
4% with 26 to 60  
2% with 61 or more

***Number of Independent Special Districts within LAFCO's Jurisdiction***

11% with 0 to 10 \*  
15% with 11 to 25  
60% with 26 to 60  
15% with 61 or more

***LAFCO Operating Costs (2015-2016)***

47% under \$300,000  
38% between \$300,001 and \$700,000 \*  
15% over \$700,001

***Number of Proposals Processed in the Last Year***

51% completed 0 to 5  
36% completed 6 to 15 \*  
7% completed 16 to 25  
5% completed 26 or more

***Completed Sphere Updates and Municipal Service Reviews in the Last 5 Years***

23% completed 0 to 5  
11% completed 6 to 15  
33% completed 16 to 25 \*  
24% completed 26 or more

***Number of Outside Service Extensions (G.C. 56133) in the Last Year***

80% completed 0 to 5 \*  
14% completed 6 to 10  
4% completed 11 to 15  
2% completed 16 or more

**ATTACHMENT**

- 1) CALAFCO Biennial Survey (2015)

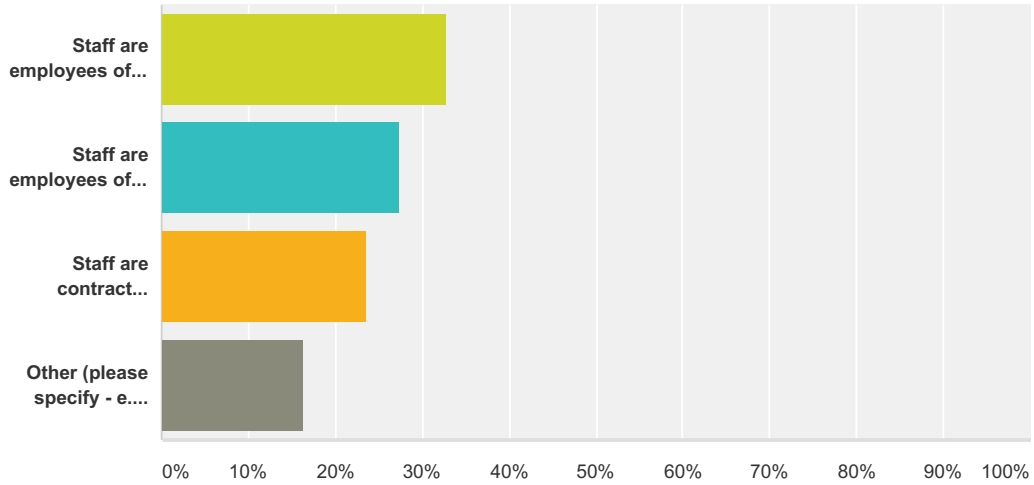
## Q1 Your LAFCo Information

Answered: 55 Skipped: 0

Answer Choices	Responses	
Name	100.00%	55
Company	96.36%	53
Address	100.00%	55
Address 2	94.55%	52
City/Town	100.00%	55
State/Province	100.00%	55
ZIP/Postal Code	100.00%	55
Country	96.36%	53
Email Address	100.00%	55
Phone Number	100.00%	55

### Q2 What model is your LAFCO?

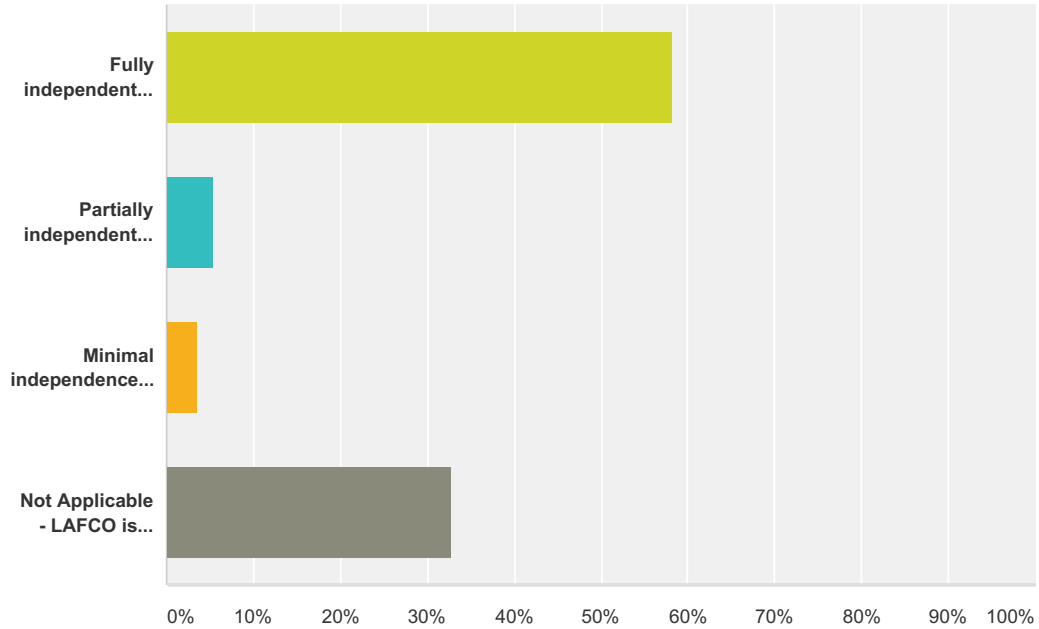
Answered: 55 Skipped: 0



Answer Choices	Responses
Staff are employees of the County	32.73% 18
Staff are employees of LAFCO	27.27% 15
Staff are contract consultants	23.64% 13
Other (please specify - e.g. hybrid - Contract EO and staff employees)	16.36% 9
<b>Total</b>	<b>55</b>

### Q3 If staff are not LAFCO employees, what level of independent decision making best describes your LAFCO?

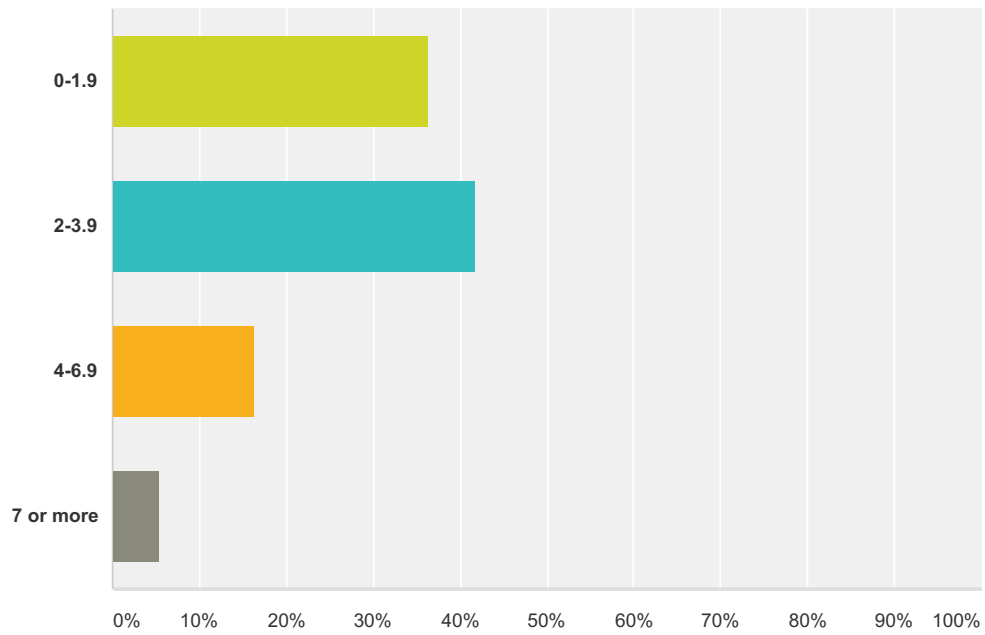
Answered: 55 Skipped: 0



Answer Choices	Responses
Fully independent taking direction only from the commission	58.18% 32
Partially independent with some influence/direction from other staff/agency	5.45% 3
Minimal independence with most or all directions/influence coming from other staff/agency	3.64% 2
Not Applicable - LAFCO is independent	32.73% 18
<b>Total</b>	<b>55</b>

### Q4 How many staff in your office?

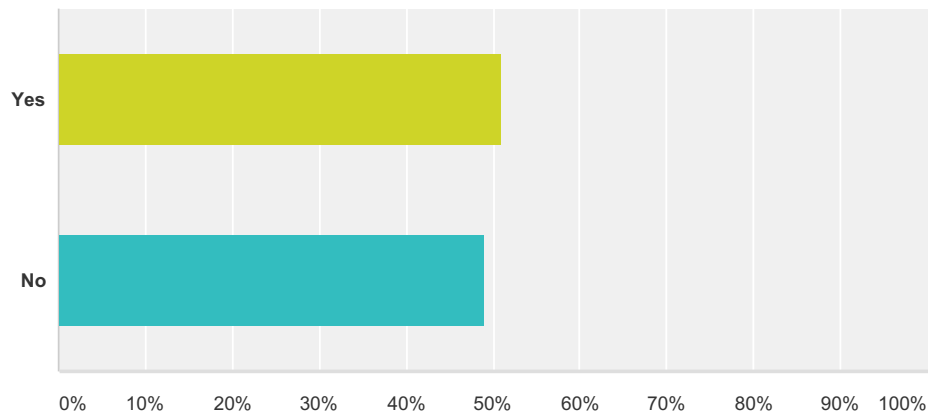
Answered: 55 Skipped: 0



Answer Choices	Responses
0-1.9	36.36% 20
2-3.9	41.82% 23
4-6.9	16.36% 9
7 or more	5.45% 3
<b>Total</b>	<b>55</b>

### Q5 Does your LAFCO have special district representation?

Answered: 55 Skipped: 0

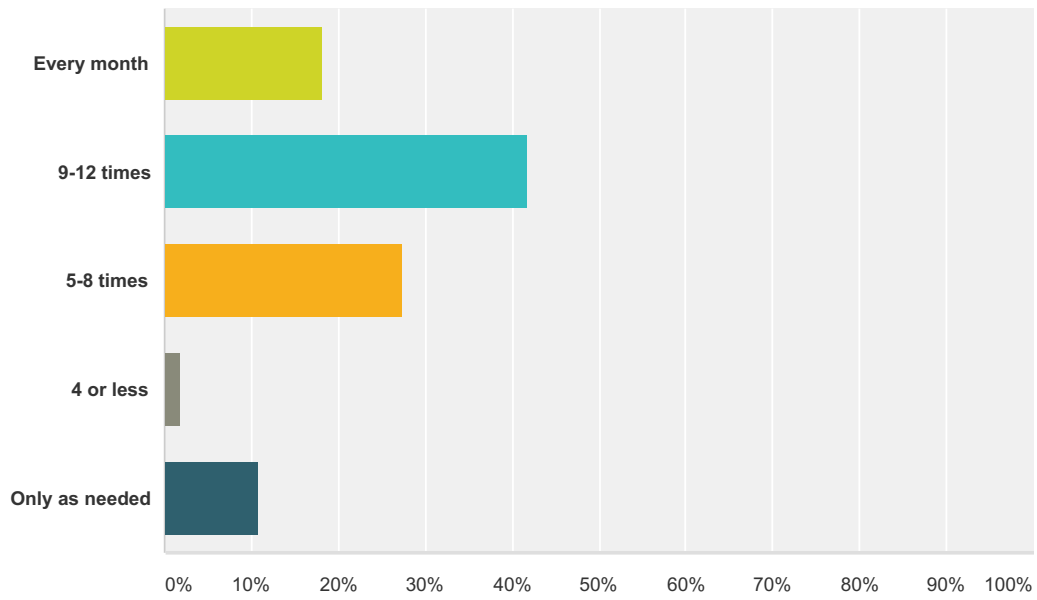


Answer Choices	Responses	
Yes	50.91%	28
No	49.09%	27
<b>Total</b>		<b>55</b>



### Q6 How many times a year does your LAFCO have regular meetings?

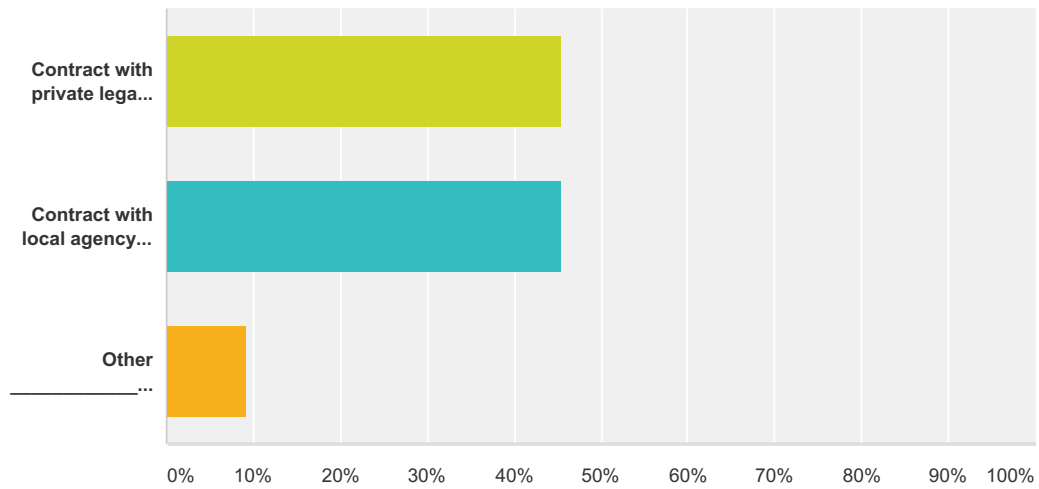
Answered: 55 Skipped: 0



Answer Choices	Responses
Every month	18.18% 10
9-12 times	41.82% 23
5-8 times	27.27% 15
4 or less	1.82% 1
Only as needed	10.91% 6
<b>Total</b>	<b>55</b>

### Q7 How is legal counsel provided?

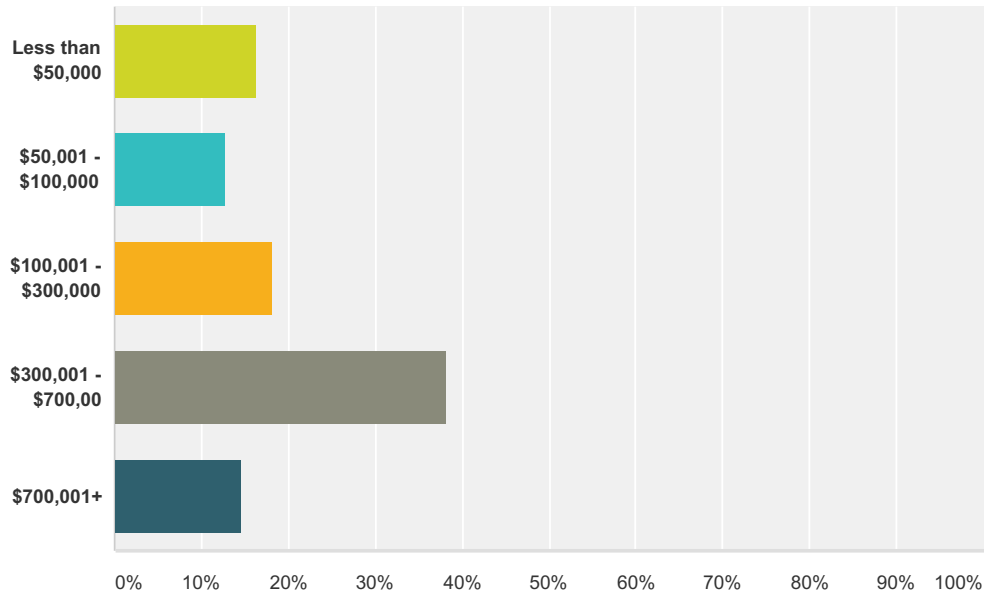
Answered: 55 Skipped: 0



Answer Choices	Responses
Contract with private legal counsel	45.45% 25
Contract with local agency for legal counsel	45.45% 25
Other _____	9.09% 5
<b>Total</b>	<b>55</b>

### Q8 What is your LAFCO's Budget for 2015-16?

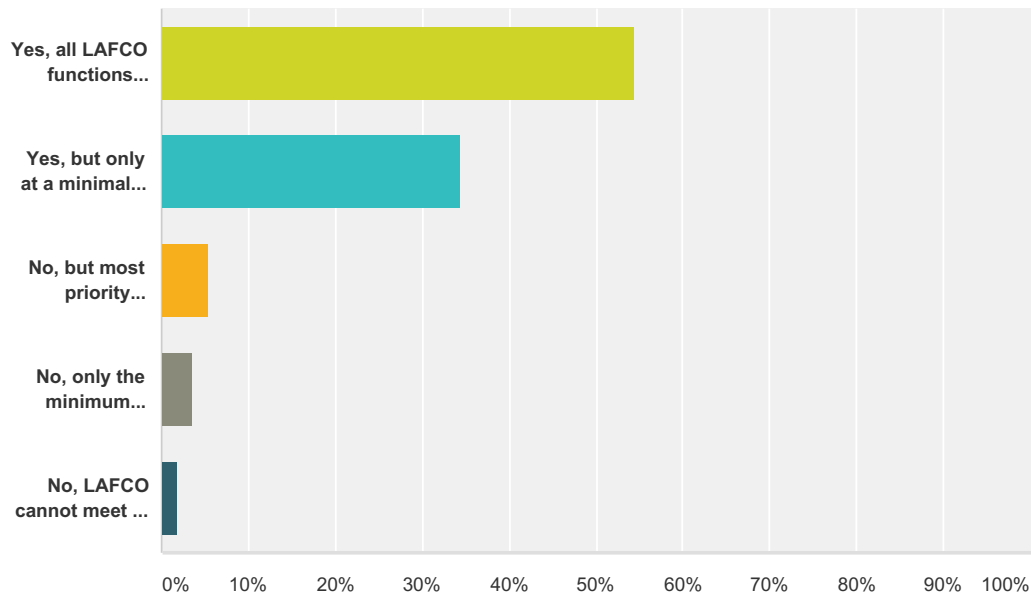
Answered: 55 Skipped: 0



Answer Choices	Responses
Less than \$50,000	16.36% 9
\$50,001 - \$100,000	12.73% 7
\$100,001 - \$300,000	18.18% 10
\$300,001 - \$700,000	38.18% 21
\$700,001+	14.55% 8
<b>Total</b>	<b>55</b>

### Q9 Does your budget allow LAFCO to meet your statutory responsibilities?

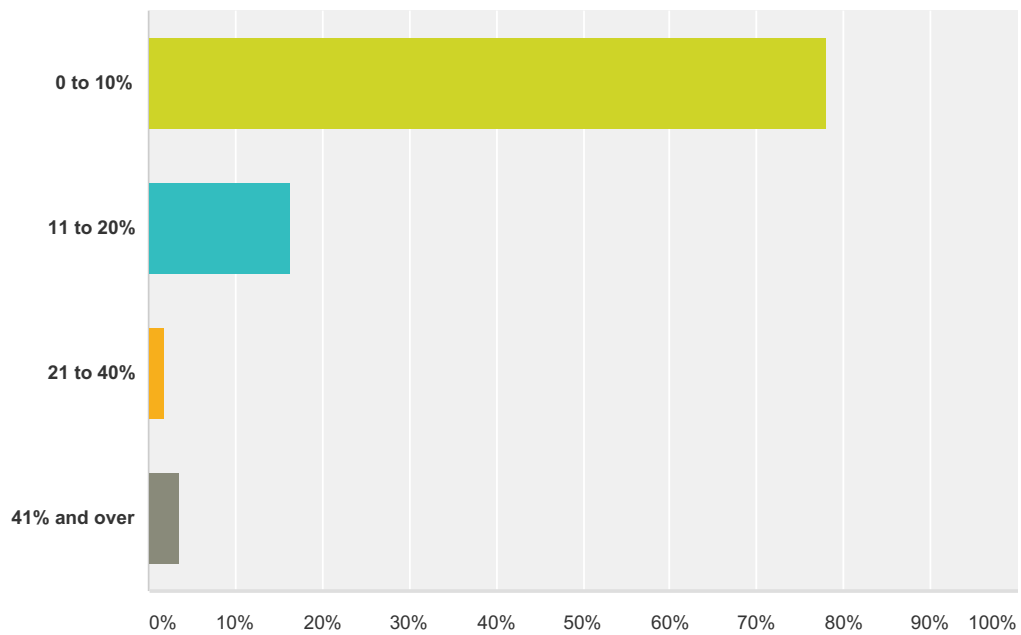
Answered: 55 Skipped: 0



Answer Choices	Responses
Yes, all LAFCO functions adequately funded	54.55% 30
Yes, but only at a minimal level	34.55% 19
No, but most priority responsibilities are adequately met	5.45% 3
No, only the minimum functions are met	3.64% 2
No, LAFCO cannot meet its minimum responsibilities	1.82% 1
<b>Total</b>	<b>55</b>

### Q10 Budget: Percent of revenues from application fees?

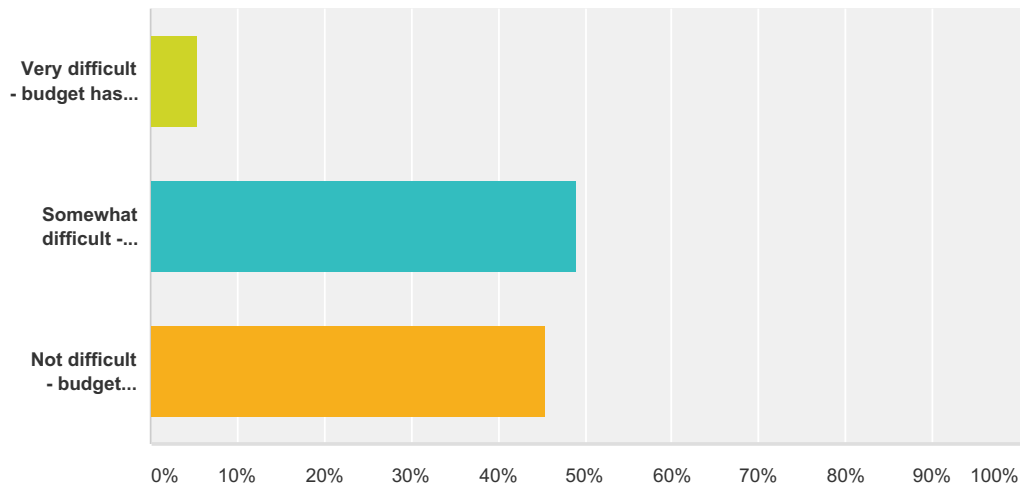
Answered: 55 Skipped: 0



Answer Choices	Responses
0 to 10%	78.18% 43
11 to 20%	16.36% 9
21 to 40%	1.82% 1
41% and over	3.64% 2
<b>Total</b>	<b>55</b>

### Q11 How difficult is it to maintain annual funding levels or seek increases?

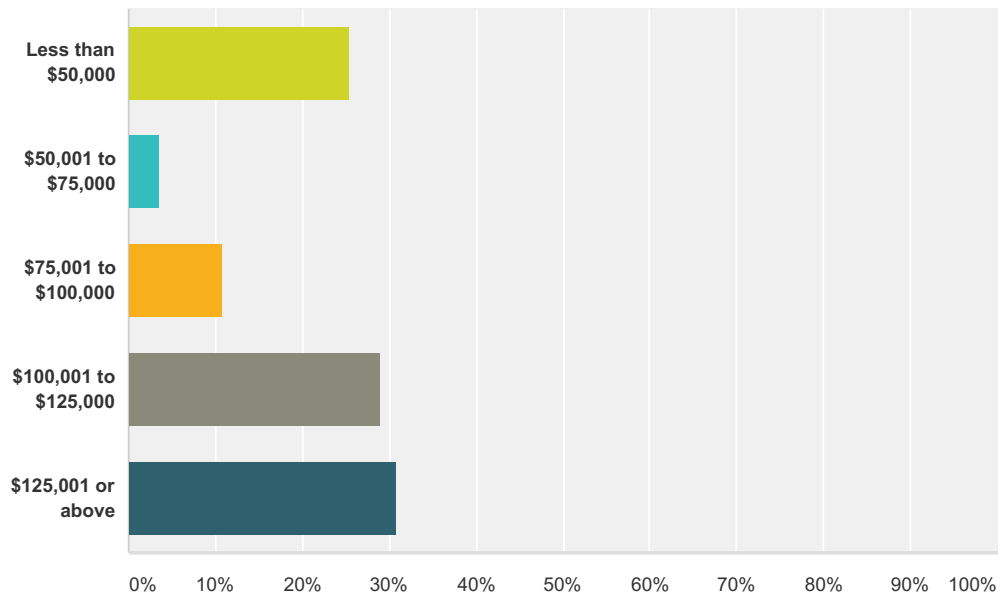
Answered: 55 Skipped: 0



Answer Choices	Responses
Very difficult - budget has been regularly reduced	5.45% 3
Somewhat difficult - budget has been regulary maintained flat	49.09% 27
Not difficult - budget increases approved when justified	45.45% 25
<b>Total</b>	<b>55</b>

### Q12 Salaries: Executive Officer

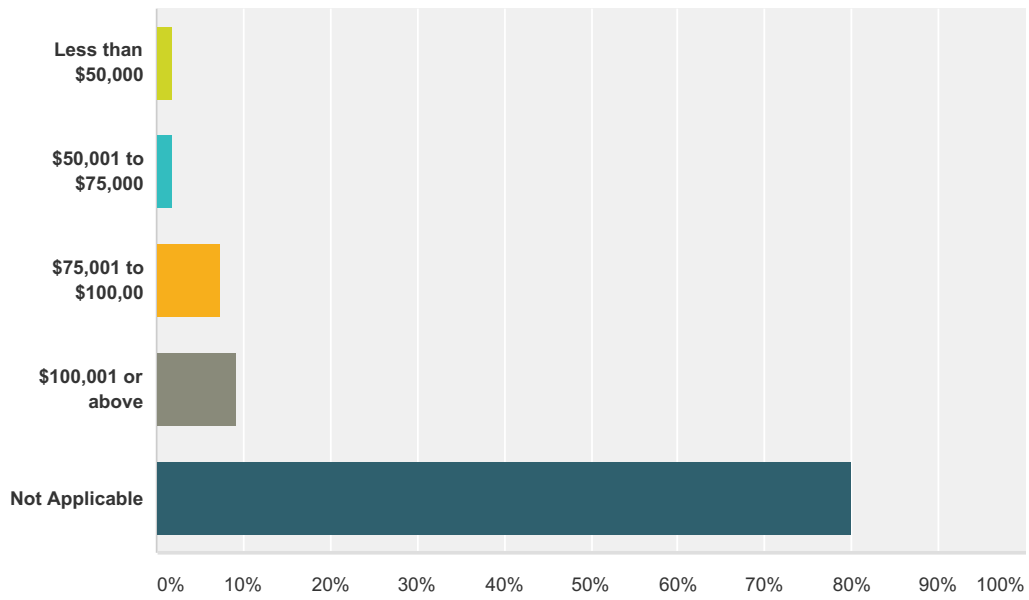
Answered: 55 Skipped: 0



Answer Choices	Responses	
Less than \$50,000	25.45%	14
\$50,001 to \$75,000	3.64%	2
\$75,001 to \$100,000	10.91%	6
\$100,001 to \$125,000	29.09%	16
\$125,001 or above	30.91%	17
<b>Total</b>		<b>55</b>

### Q13 Salaries: Deputy/Assistant Executive Officer

Answered: 55 Skipped: 0

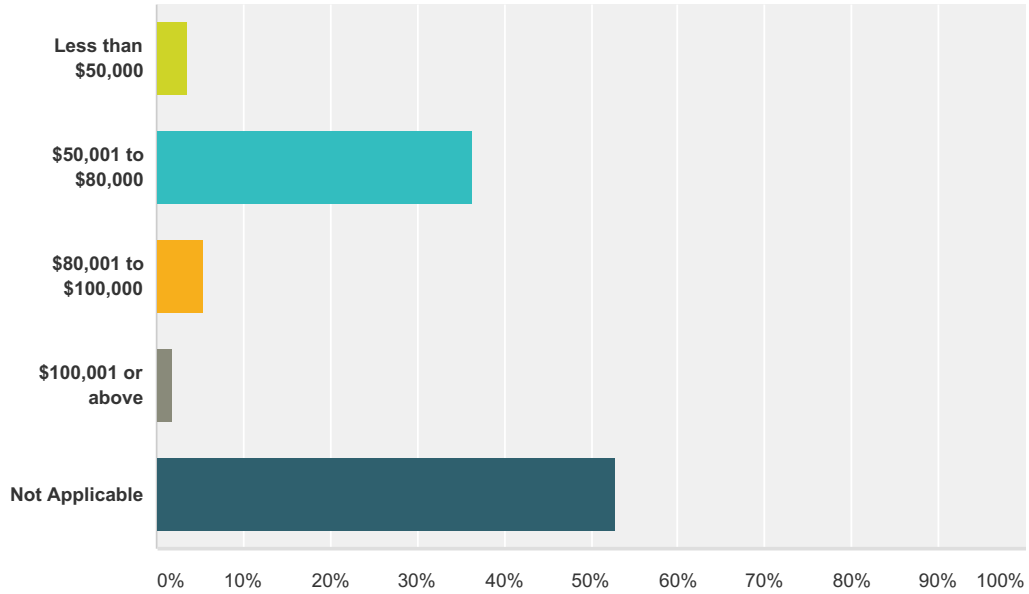


Answer Choices	Responses	Count
Less than \$50,000	1.82%	1
\$50,001 to \$75,000	1.82%	1
\$75,001 to \$100,000	7.27%	4
\$100,001 or above	9.09%	5
Not Applicable	80.00%	44
<b>Total</b>		<b>55</b>



### Q14 Salaries: Analyst (or similar position such as planner. Average multiple positions to one range)

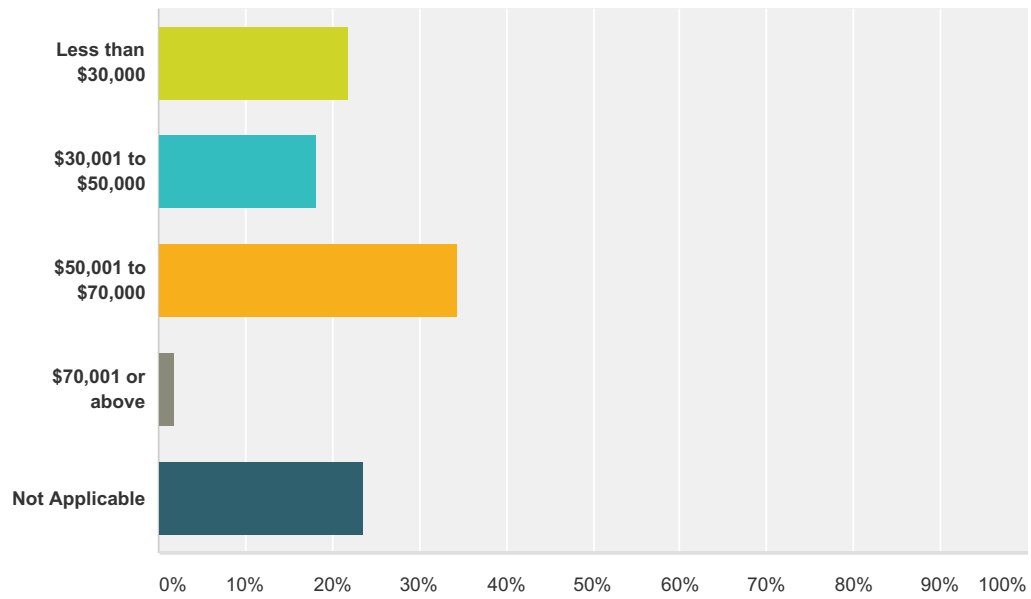
Answered: 55 Skipped: 0



Answer Choices	Responses
Less than \$50,000	3.64% 2
\$50,001 to \$80,000	36.36% 20
\$80,001 to \$100,000	5.45% 3
\$100,001 or above	1.82% 1
Not Applicable	52.73% 29
<b>Total</b>	<b>55</b>

### Q15 Salaries: Clerk

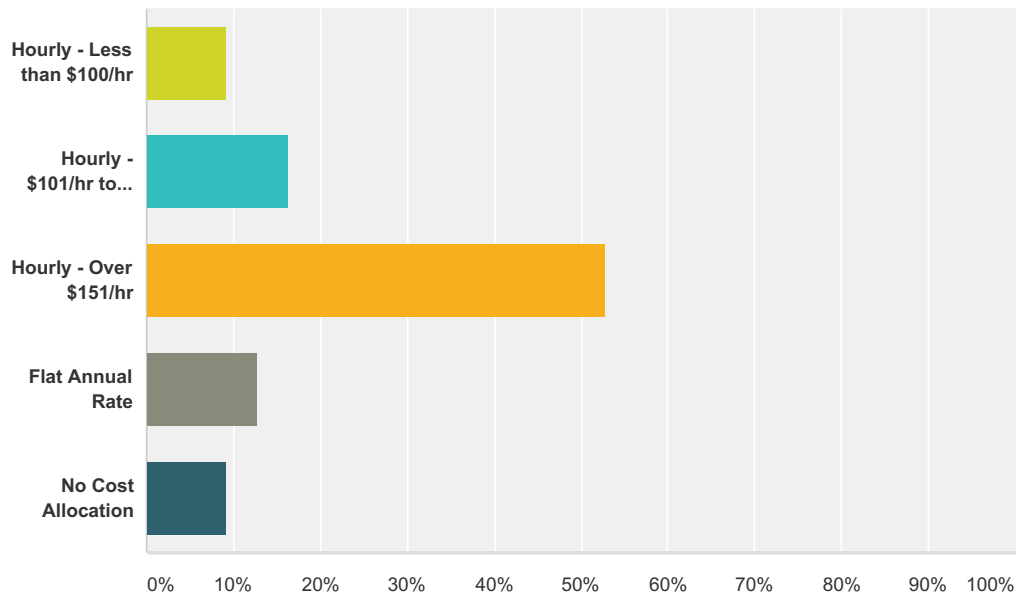
Answered: 55 Skipped: 0



Answer Choices	Responses	
Less than \$30,000	21.82%	12
\$30,001 to \$50,000	18.18%	10
\$50,001 to \$70,000	34.55%	19
\$70,001 or above	1.82%	1
Not Applicable	23.64%	13
<b>Total</b>		<b>55</b>

### Q16 Compensation: Legal Counsel

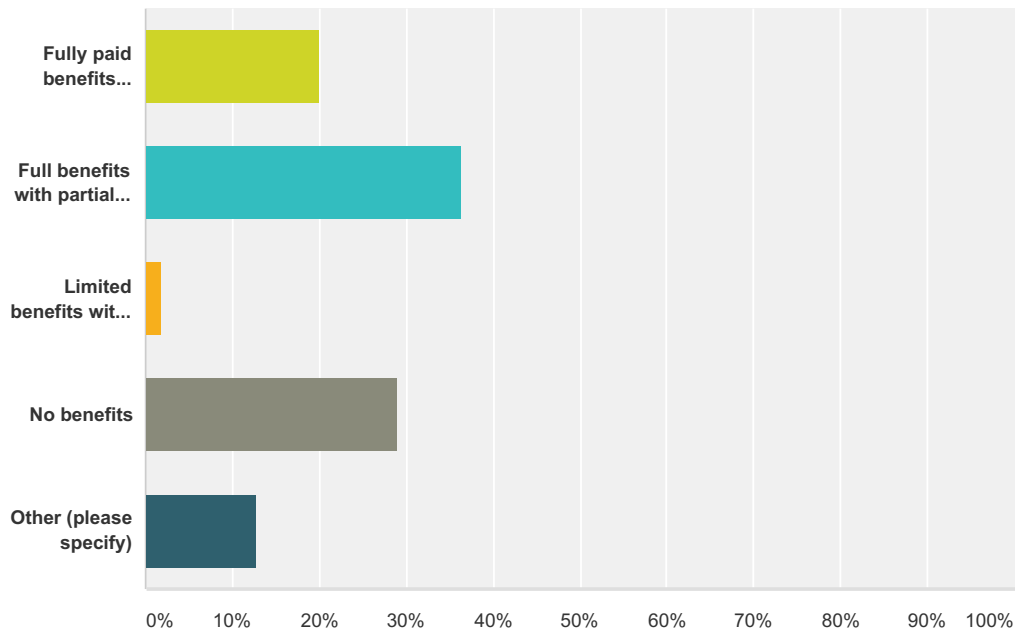
Answered: 55 Skipped: 0



Answer Choices	Responses
Hourly - Less than \$100/hr	9.09% 5
Hourly - \$101/hr to \$150/hr	16.36% 9
Hourly - Over \$151/hr	52.73% 29
Flat Annual Rate	12.73% 7
No Cost Allocation	9.09% 5
<b>Total</b>	<b>55</b>

### Q17 What level of benefits does your LAFCO offer?

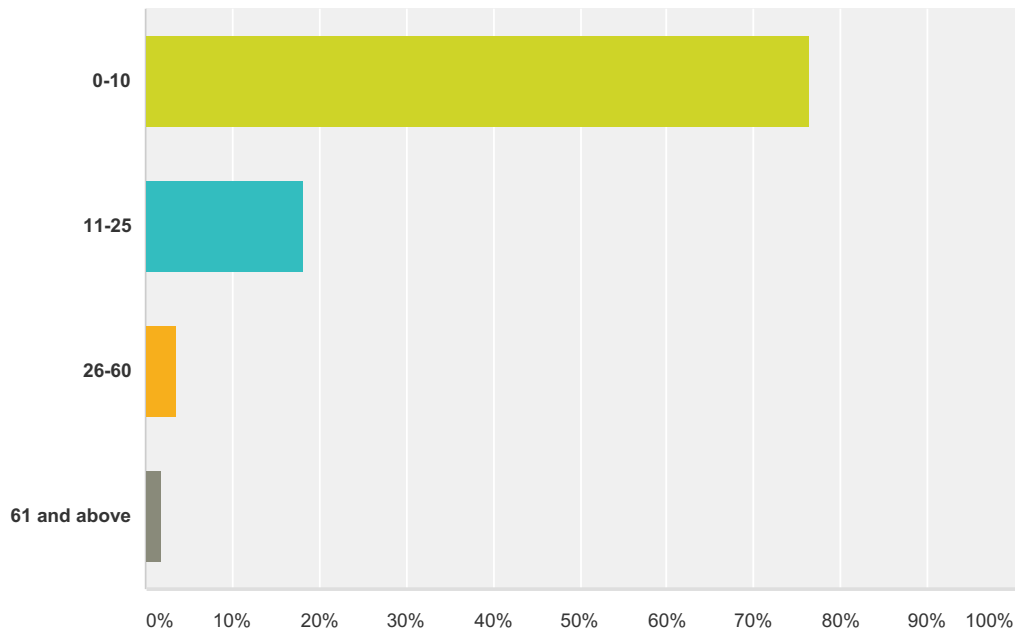
Answered: 55 Skipped: 0



Answer Choices	Responses
Fully paid benefits including health, vision, dental, retirement plans	20.00% 11
Full benefits with partial employee contributions	36.36% 20
Limited benefits with shared contributions	1.82% 1
No benefits	29.09% 16
Other (please specify)	12.73% 7
<b>Total</b>	<b>55</b>

### Q18 Number of Cities?

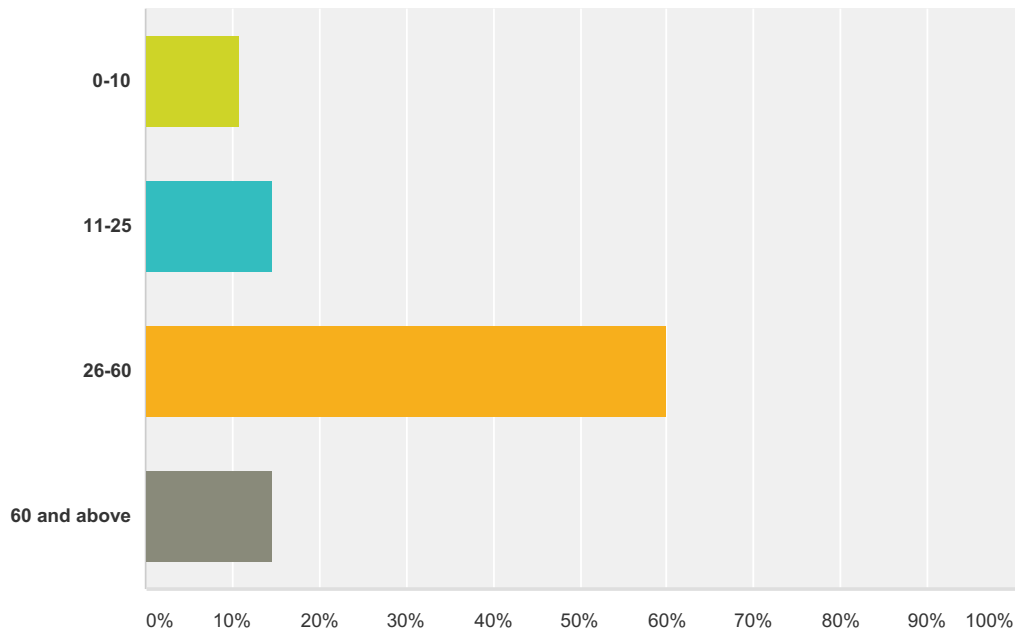
Answered: 55 Skipped: 0



Answer Choices	Responses
0-10	76.36% 42
11-25	18.18% 10
26-60	3.64% 2
61 and above	1.82% 1
<b>Total</b>	<b>55</b>

### Q19 Number of Independent Special Districts?

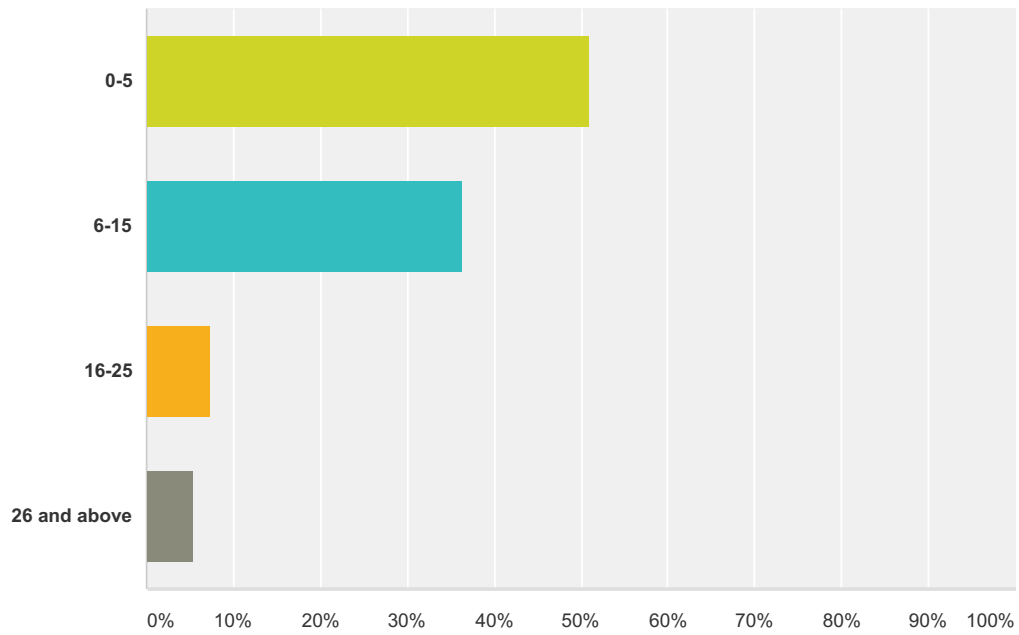
Answered: 55 Skipped: 0



Answer Choices	Responses
0-10	10.91% 6
11-25	14.55% 8
26-60	60.00% 33
60 and above	14.55% 8
<b>Total</b>	<b>55</b>

### Q20 Number of Proposals processed in the last year?

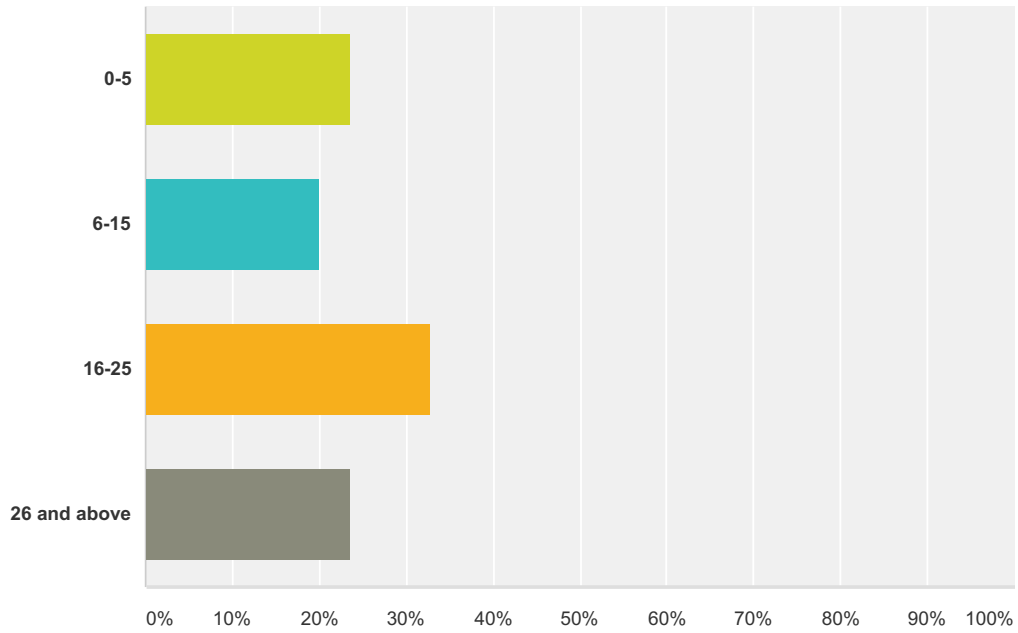
Answered: 55 Skipped: 0



Answer Choices	Responses	
0-5	50.91%	28
6-15	36.36%	20
16-25	7.27%	4
26 and above	5.45%	3
<b>Total</b>		<b>55</b>

### Q21 Number of SOI/MSR Updates completed in the last five years?

Answered: 55 Skipped: 0

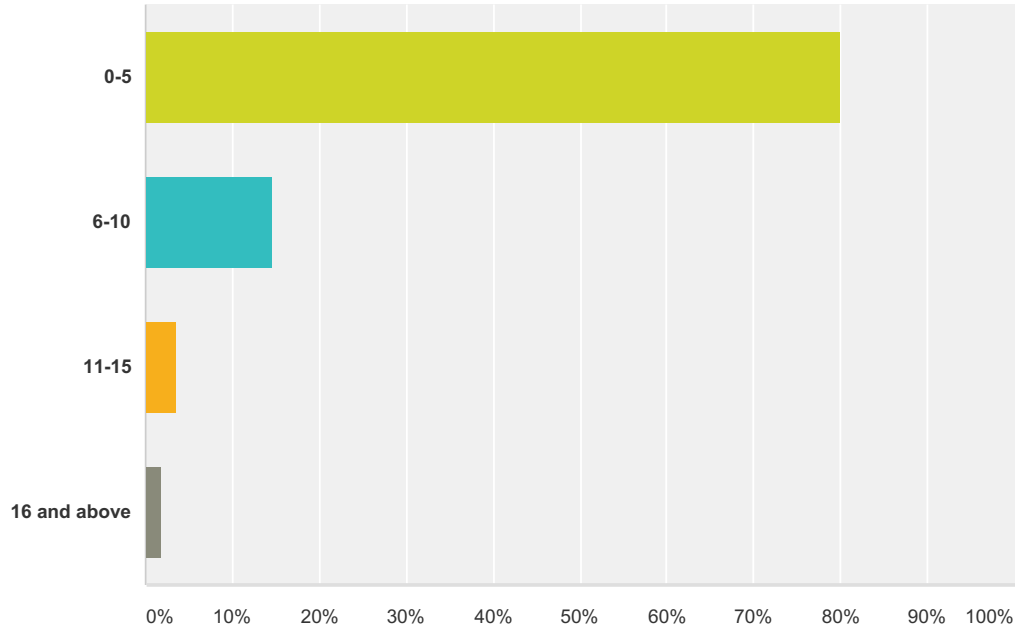


Answer Choices	Responses
0-5	23.64% 13
6-15	20.00% 11
16-25	32.73% 18
26 and above	23.64% 13
<b>Total</b>	<b>55</b>



### Q22 How many Service Extension Agreements (GC56133) have you processed in the last year?

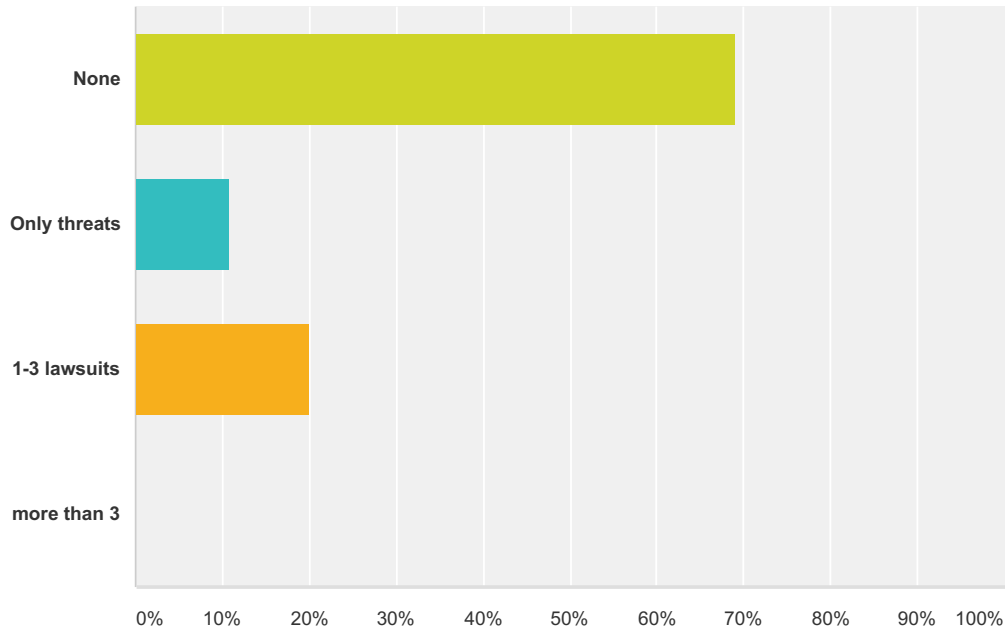
Answered: 55 Skipped: 0



Answer Choices	Responses
0-5	80.00% 44
6-10	14.55% 8
11-15	3.64% 2
16 and above	1.82% 1
<b>Total</b>	<b>55</b>

### Q23 How many lawsuits has your LAFCo been involved in over the past 3 years?

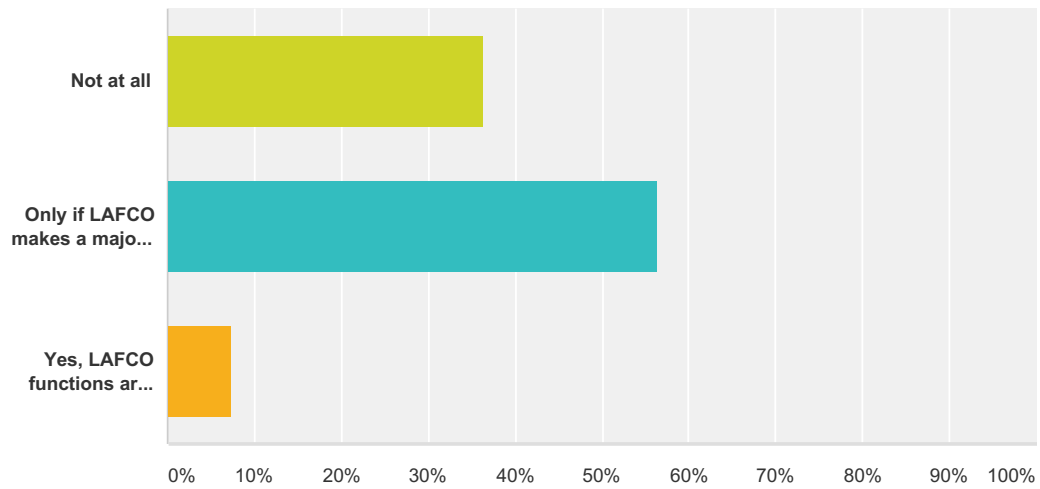
Answered: 55 Skipped: 0



Answer Choices	Responses
None	69.09% 38
Only threats	10.91% 6
1-3 lawsuits	20.00% 11
more than 3	0.00% 0
<b>Total</b>	<b>55</b>

### Q24 Does the general public understand what LAFCO does in your county?

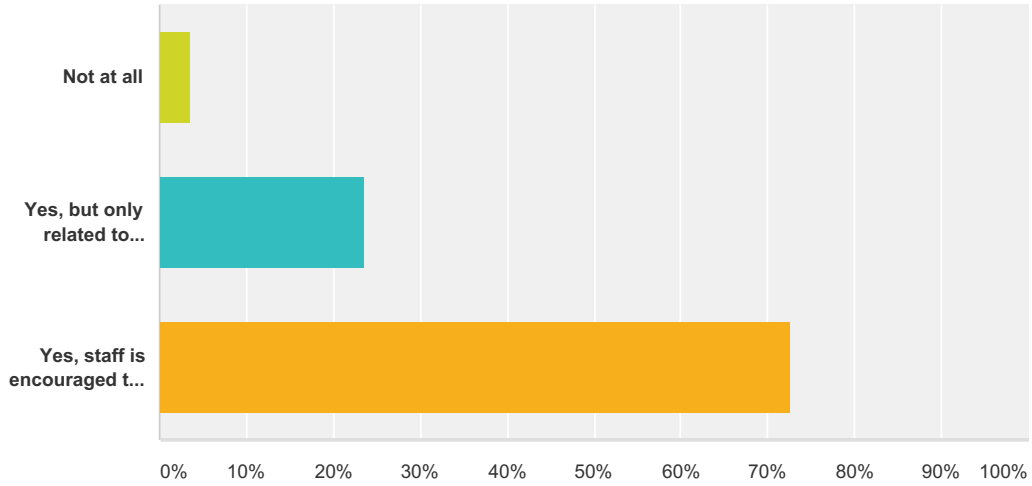
Answered: 55 Skipped: 0



Answer Choices	Responses
Not at all	36.36% 20
Only if LAFCO makes a major decision	56.36% 31
Yes, LAFCO functions are routinely reported in the local media	7.27% 4
<b>Total</b>	<b>55</b>

### Q25 Does your commission encourage outreach with the public, news media and other local agencies?

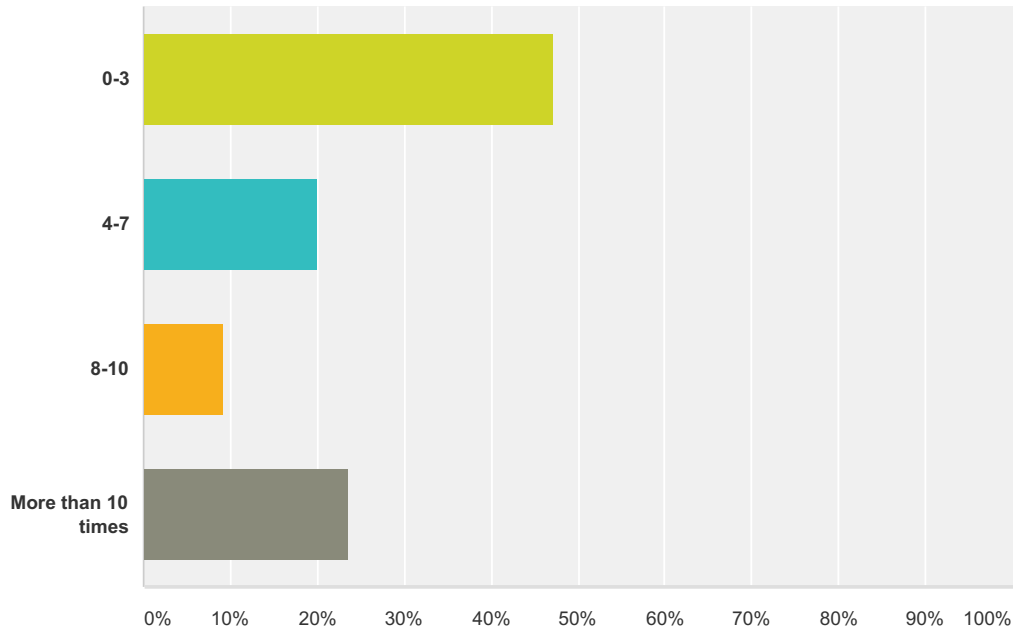
Answered: 55 Skipped: 0



Answer Choices	Responses
Not at all	3.64% 2
Yes, but only related to required noticing for specific projects	23.64% 13
Yes, staff is encouraged to speak at public forums, to the media and other local agencies	72.73% 40
<b>Total</b>	<b>55</b>

**Q26 How often has your LAFCO been featured/mentioned in a local news story either TV, print or web in the past two years?**

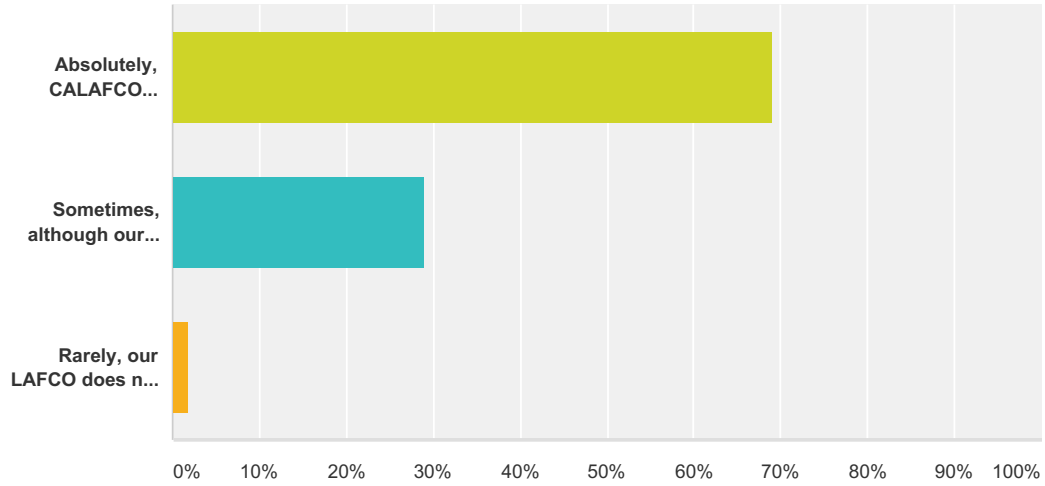
Answered: 55 Skipped: 0



Answer Choices	Responses	
0-3	47.27%	26
4-7	20.00%	11
8-10	9.09%	5
More than 10 times	23.64%	13
<b>Total</b>		<b>55</b>

### Q27 Does your LAFCO view the functions/roles of CALAFCO to be helpful and appropriate?

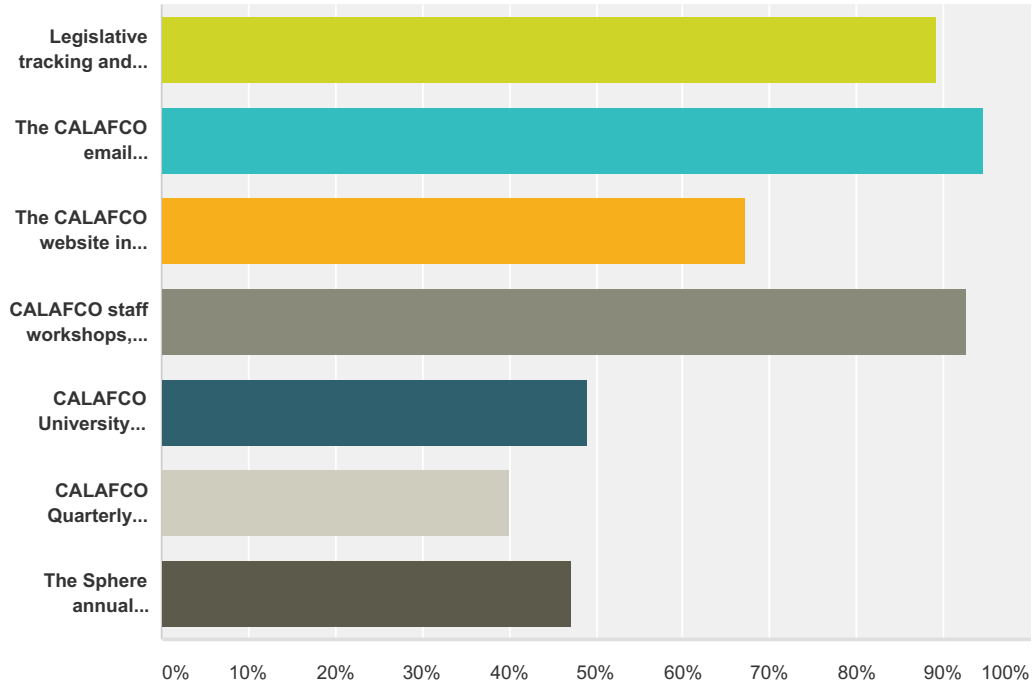
Answered: 55 Skipped: 0



Answer Choices	Responses
Absolutely, CALAFCO provides many useful tools and functions	69.09% 38
Sometimes, although our LAFCO does not avail itself of all CALAFCO opportunities	29.09% 16
Rarely, our LAFCO does not benefit in any significant way from CALAFCO participation	1.82% 1
<b>Total</b>	<b>55</b>

### Q28 Please identify the CALAFCO tools, functions or actions most useful to your LAFCo. (Check all that apply)

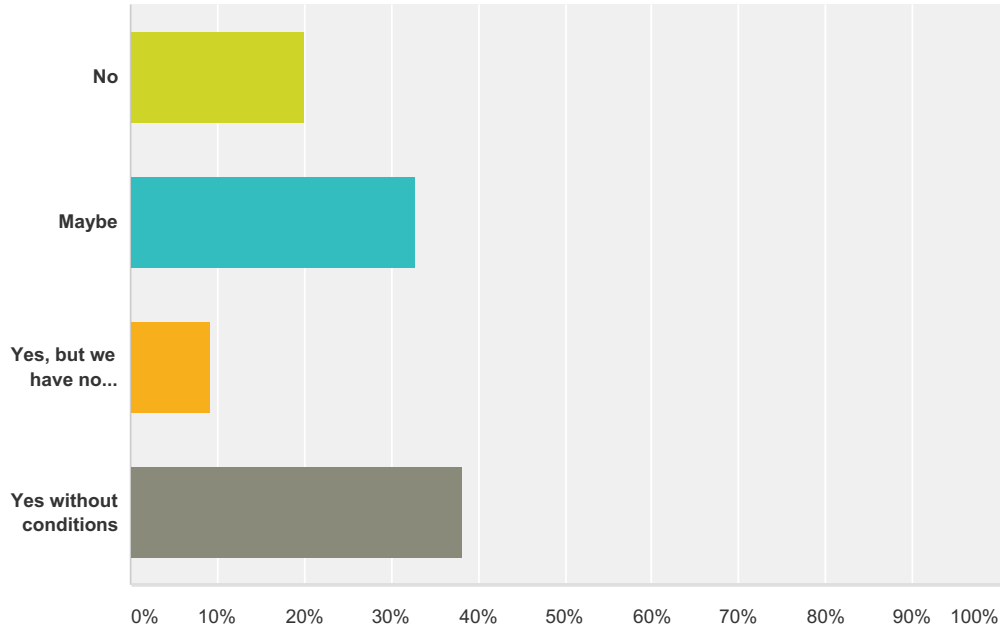
Answered: 55 Skipped: 0



Answer Choices	Responses
Legislative tracking and the work of the legislative committee	89.09% 49
The CALAFCO email "listserve" for staff, EO's and legal counsel	94.55% 52
The CALAFCO website in general and its various contents like white papers and information updates	67.27% 37
CALAFCO staff workshops, annual conferences	92.73% 51
CALAFCO University courses	49.09% 27
CALAFCO Quarterly Reports	40.00% 22
The Sphere annual newsletter	47.27% 26
<b>Total Respondents: 55</b>	

**Q29 Does your LAFCo have interest in having staff or commissioners serve in a CALAFCO role such as on the Board of Directors or volunteer staff?**

Answered: 55 Skipped: 0



Answer Choices	Responses
No	20.00% 11
Maybe	32.73% 18
Yes, but we have no resources to do so	9.09% 5
Yes without conditions	38.18% 21
<b>Total</b>	<b>55</b>