



Wednesday, September 9, 2026, 4:00 PM

COMMISSIONERS

Whitney Eklund
Chair
(City)

Susan Rohan
Vice Chair
(Public)

Joshua Alpine
(Special District)

Anthony DeMattei
(County)

Judy Friedman
(Special District)

Cindy Gustafson
(County)

Stephanie
Youngblood
(City)

**ALTERNATE
COMMISSIONERS**

David Bass
(City)

Shanti Landon
(County)

Cherri Spriggs
(Public)

Scott Wilson
(Special District)

COUNSEL

Michael Walker
General Counsel

STAFF

Jason Fried
Executive Officer

Amanda Ross
Acting Assistant
Executive Officer

Amy Engle
Commission Analyst

This meeting will be open to in-person and virtual attendance.

Commission members may attend the meeting in person or remotely.

Placer County Administrative Building – Board of Supervisors’
Chambers
175 Fulweiler Avenue Auburn, CA 95603

To attend remotely via Zoom:

Online: <https://placer-ca-gov.zoom.us/j/95142854847>

By telephone: +1 888 788 0099 (Toll Free) or 877 853 5247 (Toll Free)

Webinar ID: 951 4285 4847

AGENDA

1. CALL TO ORDER AND SALUTE TO THE FLAG
2. ROLL CALL
3. CHANGES AND APPROVAL OF THE AGENDA
4. PUBLIC COMMENTS

This is an opportunity for the public to speak to the Commission on any subject within its jurisdiction that is not on today’s agenda. You *may* (but are not required to) submit a speaker card before the first speaker is called, and comments are limited to 3 minutes. Items from the public will be considered without discussion by the Commission and may be referred to staff.

5. CONSENT ITEMS

A. **Minutes:** August 12, 2026 (Regular Meeting)

6. PUBLIC HEARING – No Public Hearing

7. BUSINESS ITEMS

- A. **Response to Civil Grand Jury Report titled: The Foresthill Public Utility District – Leadership Discordance:** The Commission will consider approval of a response to the Placer County Civil Grand Jury report.
- B. **Approval of Request for Qualifications for California Environmental Quality Act Legal Services for Application for Incorporation of Town of North Tahoe:** The Commission will consider approval of a RFQ for specialized CEQA legal services in connection with the pending incorporation application.
- C. **Presentation on the Service Review and Sphere of Influence Process:** Staff will provide a presentation on the service review and sphere of influence process to get feedback from the Commission on how it would like to proceed with yet-to-be-started agency reviews.

8. Executive Officer's Report:

- A. **Budget Update:** Current status of Placer LAFCo budget.
- B. **Workplan Update:** Current status of Placer LAFCo workplan.
- C. **Update on Current and Pending Proposals:** Update on applications currently being worked on or monitored by staff.
- D. **Correspondence:** None

9. COMMISSIONER COMMENTS

This is an opportunity for Commissioners to comment on issues not listed on the agenda, if the subject matter falls within the Commission's jurisdiction. No discussion or action may take place unless the item is scheduled for a future meeting and approved by the majority of the Commission.

10. ADJOURNMENT

The next Commission meeting is scheduled for Wednesday, October 14, 2026, at 4:00 PM.

PUBLIC ACCESS AND PUBLIC COMMENTS INSTRUCTIONS

Materials related to an item on this agenda are available for public inspection at the LAFCo office, 110 Maple Street, Auburn, CA, during regular business hours and on LAFCo's website at <https://www.placerlafcoca.gov/>

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AMERICANS WITH DISABILITIES ACT COMPLIANCE

In compliance with the Americans with Disabilities Act, if you are a disabled person and need a disability-related modification or accommodation to participate in this meeting fully, please contact Amy Engle, Commission Clerk, at (530) 889-4602 or aengle@placer.ca.gov. Requests must be made as early as possible and at least two business days before the start of the meeting.

CAMPAIGN CONTRIBUTION DISCLOSURE

If you wish to participate in any proceeding involving a change of organization, reorganization, or other entitlement, you are prohibited from making a campaign contribution of more than \$500 to any Commissioner or Alternate Commissioner as described in Government Code section 84308. This prohibition begins on the date you begin to actively support or oppose an application pending before LAFCo and continues for 12 months after LAFCo renders a final decision. No Commissioner or Alternate Commissioner may solicit or accept a campaign contribution of more than \$500 from you or your agent during this period if the Commission or Alternate Commissioner knows or has reason to know that you will participate in the proceeding. If you or your agent have contributed more than \$500 to any Commissioner or Alternate Commissioner during the 12 months preceding the decision, that Commissioner or Alternate Commissioner must disqualify himself or herself from the proceeding. However, disqualification is not required if the Commissioner or Alternate Commissioner returns the campaign contribution within 30 days from the time the Commissioner or Alternate Commissioner makes any decision, or knows, or should have known, about the contribution and the proceeding, whichever comes last.



**Agenda Report
September 9, 2026
Item 5a (Consent)**

COMMISSIONERS

Whitney Eklund
Chair
(City)

Susan Rohan
Vice Chair
(Public)

Joshua Alpine
(Special District)

Anthony DeMattei
(County)

Judy Friedman
(Special District)

Cindy Gustafson
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Stephanie
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Scott Wilson
(Special District)

COUNSEL

Michael Walker
General Counsel

STAFF

Jason Fried
Executive Officer

Amanda Ross
Acting Assistant
Executive Officer

Amy Engle
Analyst

TO: Placer Local Agency Formation Commission
FROM: Jason Fried, Executive Officer
SUBJECT: Minutes: August 12, 2026

Summary and Background

The Ralph M. Brown Act was enacted by the State Legislature in 1953 and establishes standards and processes therein for the public to attend and participate in meetings of local government bodies and those local legislative bodies created by State law, the latter category applying to LAFCOs.

The minutes for the August 12, 2026 regular meeting accurately reflect the Commission's actions as recorded by staff. A video recording of the meeting, once available can also be viewed online at <https://www.placerlafcocca.gov/lafco-meetings>.

Staff Recommendation for Action

1. Staff Recommendation – Approve the draft minutes prepared for the August 12, 2026 meeting with any desired corrections.
2. Alternate Option 1 – Continue consideration of the item to the next regular meeting and provide direction to staff, as needed.

Procedures for Consideration

This item has been placed on the agenda as part of the consent calendar. Accordingly, a successful motion to approve the consent calendar will include taking affirmative action on the staff recommendation unless otherwise specified by the Commission.

Attachments

A – Draft Minutes for August 12, 2026



**MINUTES OF THE
LOCAL AGENCY FORMATION COMMISSION
OF PLACER COUNTY**

COMMISSIONERS

Whitney Eklund
Chair
(City)

Susan Rohan
Vice Chair
(Public)

Joshua Alpine
(Special District)

Anthony DeMattei
(County)

Judy Friedman
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Scott Wilson
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COUNSEL

Michael Walker
General Counsel

STAFF

Jason Fried
Executive Officer

Amanda Ross
Acting Assistant
Executive Officer

Amy Engle
Commission
Clerk/Analyst

Wednesday, August 12, 2026

1. CALL TO ORDER AND SALUTE TO THE FLAG

Led by Commissioner Eklund

2. ROLL CALL

Present Commissioners: Joshua Alpine, Anthony DeMattei, Whitney Eklund, Judy Friedman, Cindy Gustafson, Susan Rohan, and Stephanie Youngblood

Present Alternate Commissioners: Shanti Landon, David Bass, and Cherri Spriggs

Absent: Alternate Commissioners Scott Wilson

Present Staff: Jason Fried, Executive Officer; Colette Santsche, Interim Executive Officer (remote); Amanda Ross, Acting Assistant Executive Officer; Megan Wood, Clerk of the Board of Supervisors; and Michael Walker, Legal Counsel (remote)

3. CHANGES AND APPROVAL OF THE AGENDA

There were no changes to the agenda.

MOTION: Rohan/Alpine/Roll Call Vote 7:0

YES: Rohan, Alpine, DeMattei, Friedman, Gustafson, Youngblood, Eklund

NOES: None

ABSENT: None

ABSTAIN: None

4. REPORTS FROM STAFF

Staff announced all reports would take place in the executive officer's report section of this agenda.

5. PUBLIC COMMENTS

There were no public comments.

6. CONSENT ITEMS

Minutes: June 10, 2026 (Regular & Special Meetings) and June 15, 2026 (Special Meeting)

Financial Report: May 2026 and June 2026

MOTION: Rohan/Alpine/Unanimous Vote 7:0

YES: Rohan, Alpine, DeMattei, Friedman, Gustafson, Youngblood, Eklund

NOES: None

ABSENT: None

ABSTAIN: None

7. PUBLIC HEARING

- A. **LAFCo Project No. 2024-04 Placer County Cemetery Districts Municipal Service Review (MSR) and Sphere of Influence (SOI) Update:** Conducted a public hearing to find the Final MSR and SOI update for the six Placer County public cemetery districts (Auburn; Colfax; Newcastle, Rocklin and Gold Hill; Placer County #1; Roseville; and Tahoe City) to be adequate and complete; adopted written determinations pursuant to Government Code § 56430; adopting the sphere of influences for the districts; amended administrative errors and found the project exempt from CEQA (State CEQA Guidelines §§ 15306 (Class 6) & 15061(b)(3)).

There were two commenters.

MOTION: Rohan/Alpine/ Roll Call Vote 7:0

YES: Rohan, Youngblood, Alpine, DeMattei, Gustafson, Eklund

NOES: None

RECUSE: Friedman

ABSENT: None

ABSTAIN: None

8. BUSINESS ITEMS

- A. **Policy Update:** Conflict of Interest Code (Policy 2.1): The Commission adopted a resolution to amend the Placer LAFCo Conflict of Interest Code (Policy 2.1) to update designated staff position disclosures.

There were no commenters.

MOTION: Rohan/Alpine/ Roll Call Vote 7:0

YES: Gustafson, Youngblood, Alpine, DeMattei, Friedman, Rohan, Eklund

NOES: None

ABSENT: None

ABSTAIN: None

- B. **CALAFCO Annual Conference and Elections:** The Commission received information on the 2026 CALAFCO Annual Conference, determined Commissioner attendance to designate a Voting Delegate and Alternate Voting Delegate, and nominated interested Commissioners and staff for open seats on the CALAFCO Board of Directors.

There were no commenters.

MOTION: Rohan/Alpine/ Roll Call Vote 7:0

YES: Rohan, Gustafson, Alpine, DeMattei, Friedman, Youngblood, Eklund

NOES: None

ABSENT: None

ABSTAIN: None

- C. **Executive Officer's Report:** Executive Officer Fried and Interim Executive Officer Colette Santsche provided a report to commissioners.

9. CORRESPONDENCE

There was none.

10. COMMISSIONER COMMENTS

Commissioner Rohan, Commissioner Gustafson, and Chair Eklund provided comments.

11. ADJOURNMENT

MOTION: Alpine/DeMattei/Unanimous Vote 7:0

YES: Alpine, DeMattei, Friedman, Gustafson, Youngblood, Rohan, Eklund

NOES: None

ABSENT: None

ABSTAIN: None

The next Commission meeting is scheduled for Wednesday, September 9, 2026, at 4:00 PM.

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**Agenda Report
September 9, 2026
Item 7a (Business Item)**

Whitney Eklund
Chair
(City)

Susan Rohan
Vice Chair
(Public)

Joshua Alpine
(Special District)

Anthony DeMattei
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Judy Friedman
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Scott Wilson
(Special District)

COUNSEL

Michael Walker
General Counsel

STAFF

Jason Fried
Executive Officer

Amanda Ross
Acting Assistant
Executive Officer

Amy Engle
Analyst

TO: Placer Local Agency Formation Commission

FROM: Jason Fried, Executive Officer
Amanda Ross, Acting Assistant Executive Officer

SUBJECT: Response to Civil Grand Jury Report

Summary and Background

On June 30, 2026 the Placer County Civil Grand Jury released a report titled: The Foresthill Public Utility District – Leadership Discordance. In the attached report the Grand Jury goes into several areas of concern about the district. It requests that the Commission respond to one finding and one recommendation in the report by September 28, 2026.

The full report is attached for your review. As it pertains to LAFCo it makes note of the last time the Commission did a service review for the district along with some observations. As is common with those outside of LAFCo, the Grand Jury conflates the sphere of influence (SOI) and service review into one in the same when they are two different items LAFCo's are responsible to produce. In addition, the Grand Jury comments on what it believes to be LAFCo's general responsibilities and operations but does not get it all correct.

Given this, staff believes the Commission should submit a more detailed response than a simple response to the form the Grand Jury provides. The proposed response explains the difference between SOI and service reviews and, from a high level, what LAFCo is and is not responsible for; clears up that LAFCo is independent of the County; and finally gives the formal response that staff will add to the Grand Jury Response Form once approved by the Commission.

Staff Recommendation for Action

1. Staff Recommendation – Approve the attached response, including the response to both Finding 8 and Recommendation 8 needed for the Grand Jury Response Form, with any revisions the Commission may desire.
2. Alternate Option 1 – As this is a time sensitive matter, if the Commission wants to reconsider the matter at a future meeting, a special meeting will need to be called prior to the September 28, 2026 deadline to respond to the Grand Jury report.

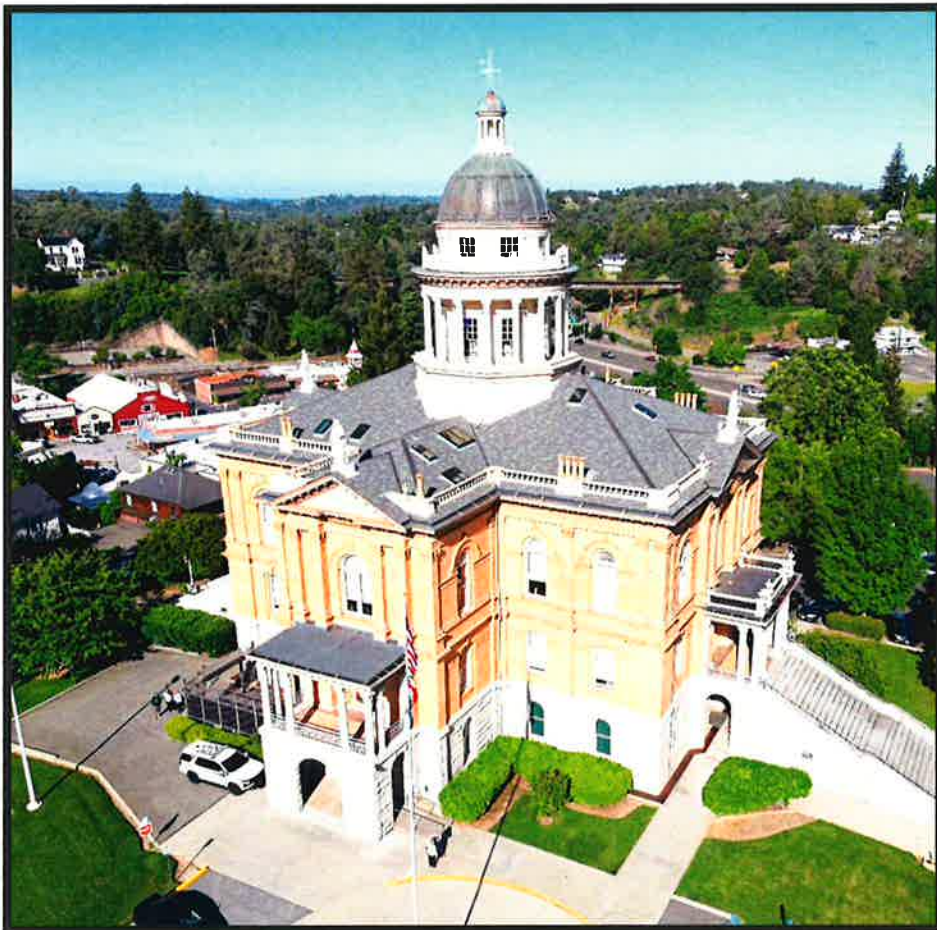
Attachments

- A – Civil Grand Jury Report
- B – Commission Response to Grand Jury Report

PLACER COUNTY GRAND JURY

FINAL REPORT

2025-2026



STATE OF CALIFORNIA
June 30, 2026

Placer County Grand Jury 2025-2026



Robert Angelastro

Candy Bryant

Dina Burns

Krista Fenske

Marie Fleischhacker

**Gail Graybeal & future
service dog Radish**

Gerry Hartmann

Lori Hull

Chris Leffel

Ryan Meyer

Lee Pentek

Robert Schuett

Janet Tolander

Rebecca Troxell

Don Whiting

Norma Worley, Foreperson



INTRODUCTION TO THE GRAND JURY

What is a Grand Jury?

The grand jury is an investigatory body with the authority to act as a watchdog over local government, to investigate citizen complaints, and to assist in criminal matters at the request of the district attorney.

The grand jury is part of the county judicial system as authorized by the California State Constitution. It is advised by the Placer County Superior Court and is not accountable to elected officials or government employees. Its findings and recommendations are unbiased and impartial. Grand jurors are sworn to secrecy and, other than final reports, their work is kept strictly confidential.

History

The jury system is rooted in English common law and dates to the eleventh century. In 1635, the Massachusetts Bay Colony impaneled the first grand jury in North America to consider cases of murder, robbery, and wife beating. The U.S. Constitution's Fifth Amendment and the California Constitution Article 1 call for grand juries. Grand juries were established throughout California during the early years of statehood. As constituted today, criminal and civil grand juries are a part of the judicial branch of government and function as arms of the court system.

The grand jury is an investigatory body created for the protection of society and the enforcement of the law. The grand jury in California is unusual because its duties include investigation of local and county governments as provided by statutes passed in 1880.

Investigations

The primary duty of the grand jury is to evaluate local government entities through a systematic fact-finding process. The objective of the investigations is to produce beneficial reports that persuade local officials to run agencies more effectively and efficiently. The final report of the grand jury is the result of investigative efforts and is a public record of their endeavor.

Anyone may ask a grand jury to investigate a civil issue that falls within the grand jury's jurisdiction. Whether it chooses to investigate such a complaint is entirely in the jury's discretion and may be affected by workload, resource limitations, or jurisdiction.

By law, all proceedings of a grand jury are confidential. Findings and recommendations are published in its final report. Per California law, elected officials must respond within sixty days. Governing bodies of public agencies must respond within ninety days. The following year's grand jury publishes the responses to the final report.

Upon occasion, the district attorney can ask a grand jury to hold hearings in criminal investigations to determine whether evidence presented by the district attorney is sufficient to indict an individual, who would then stand trial in court. A minimum of twelve grand jurors must vote for an indictment in any criminal proceeding.

Placer County Grand Jury Committees

The 2025-26 Placer County Grand Jury served a one-year term from July 11, 2025, through June 30, 2026. In performing its duties, the grand jury examined county government, special districts, and city governments, and inspected jails, holding facilities, and the juvenile detention facility.

Grand jury reports are done by committees. A juror typically serves on three committees and may be an officer on two of those committees. Committees meet at least twice each month.

Audit and Finance

This committee may audit Placer County Government offices, departments, agencies, and districts.

Cities

This committee may investigate incorporated cities and towns within Placer County. The committee investigates the operations or functions of one or more city departments or functions. The six cities and towns are Auburn, Colfax, Lincoln, Loomis, Rocklin, and Roseville.

Continuity and Editorial

This committee is responsible for ensuring the written reports of the grand jury are factual, clear, concise, and readable. Editing includes proper punctuation, spelling, grammar, and formatting. This committee also leads the ongoing task of updating the Placer County Grand Jury Handbook so subsequent grand juries may make a smooth transition into a new term.

County Administration

This committee concerns itself with the investigation of the offices, departments, and functions of county government. It includes, but is not limited to, all appointed boards and commissions not under the purview of the Special Districts Committee.

Criminal Justice

This committee is mandated to inspect jails and holding facilities in Placer County each year. It also may investigate matters concerning criminal justice. This committee also considers matters concerning law enforcement and public safety.

Health and Welfare

This committee investigates issues related to the social services of Placer County. In addition, it is responsible for the annual Juvenile Detention Facility inspection.

Schools and Libraries

This committee investigates public educational institutions and public libraries. It has no jurisdiction over school policies or personnel.

Special Districts

This committee investigates special districts, agencies, boards, commissions, and joint powers agencies serving Placer County. Examples of these special districts include water agencies, hospitals, cemetery, utility, airport, and fire districts.

Jurisdiction

The areas within the investigatory jurisdiction of the Placer County Grand Jury include:

- Persons imprisoned in the county jail on a criminal charge and not indicted,
- The condition and management of the public jails within the county,
- Willful or corrupt misconduct in office of public officers of every description within the county,
- County government, city government, special districts, school districts, agencies, and authorities, and
- Criminal hearings upon request of the district attorney.

The areas which are not within Placer County Grand Jury jurisdiction include:

- Federal agencies,
- State agencies,
- Superior court system, and
- School district personnel records, curriculum, and policy.

Grand Juror Qualifications

Prospective grand jurors must possess the following qualifications per California Penal Code § 893:

- Applicant is a citizen of the United States, 18 years or older, who has been a resident of Placer County for one year immediately before being selected and sworn in,
- Applicant is in possession of his or her natural faculties, of ordinary intelligence, of sound judgment, and of fair character, and
- Applicant possesses sufficient knowledge of the English language.

A person is not allowed to serve as a grand juror if:

- Serving as a trial juror in any California court,
- Discharged as a grand juror in any court of this state within one year,
- Convicted of malfeasance in office, any felony, or other high crime, or
- Serving as an elected public officer.

Desirable qualifications for a grand juror include:

- Computer and internet communication skills,

- Good health,
- Open-minded with concern for the views of others,
- Ability to work with others,
- Genuine interest in community affairs,
- Investigative skills, and
- Ability to write reports.

Juror Selection

In the spring of each year, the Placer County Superior Court solicits applications from citizens of the county. Applicants should expect that a criminal records check will be conducted.

Applications are reviewed and an interview is scheduled with the presiding and advising judges as well as the foreperson of the outgoing grand jury.

After the interview process, prospective applicants are required to appear for the final selection which is held in a Placer County Superior Court courtroom. With outgoing grand jurors in attendance, the court clerk draws nineteen names at random. A minimum of ten names are drawn to form a list of alternate jurors. The presiding judge swears in the new nineteen grand jury members and gives the jurors a description of their duties and responsibilities.

Commitment

Persons selected for grand jury service can expect to serve forty or more hours per month for a period of one year, generally from July 1 through June 30. Jurors may opt to serve a second consecutive year, if approved by the court.

Remuneration

Grand jurors receive a nominal payment for meetings they attend and are reimbursed for mileage to attend meetings and training.

Orientation

Jurors attend a two-day orientation program provided by the Civil Grand Jury Association about grand jury functions, duties, and responsibilities. The jurors also receive onboarding training from the IT department.

Why Become a Grand Juror?

Those who volunteer and are accepted for grand jury service should feel privileged to be selected. They enter this service with interest and curiosity to learn more about the administration and operation of Placer County government. Serving as a grand juror requires many hours and serious effort and reflects a generous commitment to public service.

How to Apply to Serve as a Grand Juror

Apply to be a grand juror online at: www.placercourts.org/grand_jury/general-grandjury-application-form.html.

Grand Jury Reports

The Placer County Superior Court maintains webpages for the grand jury on its website. Past and present final reports, and responses to those final reports, may be found at: www.placer.courts.ca.gov/general-information/grand-jury/grand-jury-reports-resolutions/archive

How to Submit a Confidential Citizen Complaint

All complaints must be submitted in writing. A confidential citizen complaint form is available online at: www.placer.courts.ca.gov/general-information/grand-jury/grand-jury-confidential-citizen-complaint-form and may be submitted electronically. The form may also be mailed, faxed, or hand-delivered to the grand jury office at the address below. The citizen will receive a letter acknowledging receipt of the complaint.

All grand jury documents, including citizen complaints, are secret and cannot be subpoenaed in court or revealed to the public. Complainants' names are held in strictest confidence.

How to Contact the Grand Jury

By Mail: Placer County Grand Jury
11532 B Ave
Auburn, CA 95603

In Person: Materials can be placed in a drop box located by the entrance door at the above address.

Online: info@placergrandjury.org **OR** forepersonprotem@placergrandjury.org

By Phone: (530) 886-5200

By Fax: (530) 886-5201



INSTRUCTIONS FOR RESPONDENTS

The legal requirements affecting respondents and responses to Grand Jury findings and recommendations are contained in California Penal Code § 933.05. The full text of the law is provided at the end of this document.

Two different time periods for responses, and to whom you must respond, are defined in California Penal Code § 933(c). They are as follows:

Type of Agency	Time Frame	To Whom
Government Boards	Ninety (90) Days	• Presiding Judge of the Superior Court
Elective Office or Agency Head	Sixty (60) Days	• Presiding Judge of the Superior Court • Information copy to Board of Supervisors

An original signed copy of the response must be provided to both of the following:

1. Presiding Judge of the Placer County Superior Court at the address listed below:

The Honorable Jeffrey Penney
Presiding Judge of the Superior Court
County of Placer
PO Box 619072
Roseville, CA 95661-9072

2. Placer County Grand Jury at the address listed below:

Placer County Grand Jury
11532 B Ave
Auburn, CA 95603
Attention: Foreperson

When responding to more than one report, respondents must respond to each report separately.

Respondents are encouraged to use the Response to Grand Jury Report Form, included in this report, to help format and organize your response. An electronic version of the form is available upon request from the Grand Jury.

RESPONSE TO PLACER COUNTY GRAND JURY REPORT FORM

Report Title: _____

Response Provided by: _____

What is a Compliant Response?

Penal Code § 933.05 is very specific in what is required in a response. First, a respondent must address the findings listed in the report. There are only two responses allowed by the penal code. However, additional information is required if the respondent disagrees with a finding. If a report only lists findings and there are no recommendations, a response agreeing or disagreeing with each finding is not necessary.

FINDINGS

For purposes of subdivision (b) of Penal Code § 933.05, the respondent shall report one of the following two actions regarding each finding.

The respondent **agrees** with the finding.

The respondent **disagrees** wholly or partially with the finding; in which case the **response shall specify the portion of the finding that is disputed and shall include an explanation of the reason(s) therefore.**

- I (we) **agree** with the finding(s) numbered: _____.
- I (we) **disagree** wholly or partially with the finding(s) numbered: _____.
Describe any portions of the finding(s) that are disputed or not applicable; include an explanation of the reason(s).

RECOMMENDATIONS

For purposes of subdivision (b) of Penal Code § 933.05, the respondent shall report one of the following four actions regarding each recommendation.

The recommendation **has been implemented** with a summary regarding the implemented action.

The recommendation **has not yet been implemented**, but will be implemented in the future, ***with a timeframe for the implementation.***

The recommendation **requires further analysis**, ***with an explanation and the scope and parameters of an analysis or study, and a timeframe*** for the matter to be prepared for discussion. ***This timeframe shall not exceed six months from the date of publication of the grand jury's report.***

The recommendation **will not be implemented** because it is not warranted or is not reasonable, ***with an explanation***, therefore.

- Recommendations numbered _____ **have been** implemented.
(Describe the implemented actions.)
- Recommendations numbered _____ **have not yet been** implemented but will be implemented in the future, with a targeted completion date of _____.
Per Penal Code § 933.05(b)(2), a time frame for implementation must be included.
- Recommendations numbered _____ **require further analysis**. The further analysis will be completed by _____.
Describe the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or director of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six (6) months from the date of publication of the grand jury report.
- Recommendations numbered _____ **will not be** implemented because they are not warranted or are not reasonable.
Provide an explanation.

Signature: _____ Date: _____

Number of pages attached _____.

CALIFORNIA PENAL CODE

Section 933.05

- (a) For purposes of subdivision (b) of Section 933, as to each grand jury finding, the responding person or entity shall indicate one of the following:
 - (1) The respondent agrees with the finding.
 - (2) The respondent disagrees wholly or partially with the finding, in which case the response shall specify the portion of the finding that is disputed and shall include an explanation of the reasons therefore.
- (b) For purposes of subdivision (b) of Section 933, as to each grand jury recommendation, the responding person or entity shall report one of the following actions:
 - (1) The recommendation has been implemented, with a summary regarding the implemented action.
 - (2) The recommendation has not yet been implemented, but will be implemented in the future, with a timeframe for implementation.
 - (3) The recommendation requires further analysis, with an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report.
 - (4) The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation, therefore.
- (c) However, if a finding or recommendation of the grand jury addresses budgetary or personnel matters of a county agency or department headed by an elected officer, both the agency or department head and the board of supervisors shall respond if requested by the grand jury, but the response of the board of supervisors shall address only those budgetary or personnel matters over which it has some decision-making authority. The response of the elected agency or department head shall address all aspects of the findings or recommendations affecting his or her agency or department.
- (d) A grand jury may request a subject person or entity to come before the grand jury for the purpose of reading and discussing the findings of the grand jury report that relates to that person or entity in order to verify the accuracy of the findings prior to their release.
- (e) During an investigation, the grand jury shall meet with the subject of that investigation regarding the investigation, unless the court, either on its own determination or upon request of the foreperson of the grand jury, determines that such a meeting would be detrimental.
- (f) A grand jury shall provide to the affected agency a copy of the portion of the grand jury report relating to that person or entity two working days prior to its public release and after the approval of the presiding judge. No officer, agency, department, or governing body of the public agency shall disclose any contents of the report prior to the public release of the final report.

THE FORESTHILL PUBLIC UTILITY DISTRICT

Leadership Discordance

THE FORESTHILL PUBLIC UTILITY DISTRICT

LEADERSHIP DISCORDANCE

SUMMARY

The Foresthill Public Utility District operates a water system in the unincorporated community of Foresthill for approximately 6,000 residents. The Foresthill Public Utility District is governed by a five-member elected board of directors, which is responsible for overseeing strategic direction, public services, and financial operations to meet community needs and ensure long-term solvency. A general manager and seven employees are responsible for ongoing management and operations of the utility.

The 2025-26 Placer County Grand Jury investigation sought to identify areas in which the Foresthill Public Utility District can achieve the highest level of functioning between board and staff while fulfilling fiduciary and management responsibilities to the public. Our investigation found the Foresthill Public Utility District would benefit from:

- Robust enforcement of decorum policies between board members, and the public, at board meetings;
- Application of sound principles of accounting, particularly segregation of duties;
- Mandatory onboarding and ongoing training for board members;
- Adherence to correct policies regarding regular attendance and remote participation;
- Services of a management consultant to improve board/staff effectiveness;
- Regular oversight from Placer Local Agency Formation Commission to help the Foresthill Public Utility District continue to provide reliable, cost-effective, and efficient services to the community.

During the course of its investigation, the grand jury learned that some witnesses breached their confidential signed admonition, which impacted the grand jury's ability to conduct its investigation. A violation of the admonition is punishable as contempt of court.

GLOSSARY

Admonition: A formal instruction or warning given by a grand jury to a witness, commanding them to keep the proceedings, questions, and answers confidential. Witnesses are admonished not to reveal to any person, except as directed by the court, any matters concerning the nature or subject of the grand jury's investigation.

Code of Conduct: An agreed-upon document clarifying an organization's ethics and acceptable behavior.

Brown Act: California state law establishing rules for public access and participation in local government meetings, requiring open meetings, advance notice, and public comment for legislative bodies.

GAAP: Generally Accepted Accounting Principles. A set of accounting rules, standards and procedures entities are required to follow when preparing financial statements.

LAFCO: Local Agency Formation Commission. A LAFCO is an independent regulatory agency authorized by California state law, controlling the boundaries and service areas of cities and special districts to encourage orderly development, discourage urban sprawl, and preserve agricultural and open space land.

Jurassic Parliament: Online portal offering resources and training on parliamentary procedures for public meetings.

Municipal Service Review: A comprehensive study conducted by local LAFCOs of the level, range, and performance of governmental services provided within defined geographic areas.

SOI: Sphere of Influence, defined in California state law as "a plan for the probable physical boundaries and service area of a local agency, as determined by the Commission."²²

BACKGROUND

In 1950, the Foresthill Public Utility District (FPUD) was formed to operate a public water system in the unincorporated community of Foresthill, located in Placer County. The FPUD provides potable water to approximately 6,000 residents in Foresthill. The geographic area of

²² 2025 California Code Government Code – Gov Title 5 - Local Agencies Division 3 - Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 Part 1 – General Chapter 2 – Definitions Section 56076. Accessed February 23, 2026. <https://law.justia.com/codes/california/code-gov/title-5/division-3/part-1/chapter-2/section-56076/>.

the FPUD spans approximately 13,000 acres which primarily contain residential development. The FPUD's primary source of water is from the Sugar Pine Reservoir. The FPUD owns and operates the Sugar Pine Dam and its conveyance system.

The FPUD's stated mission is "[t]o provide the Community of Foresthill with the highest quality drinking water at affordable rates with courteous and professional service; [t]o manage District resources responsibly for future generations."²³ According to the FPUD's 2024 Consumer Confidence Report,²⁴ the drinking water meets or exceeds state and federal health and safety standards.

The California Special Districts Association (CSDA) defines a special district as "a local form of government that is created, funded, and overseen by a community's residents to provide a new or enhanced level of service and infrastructure to a community. Like counties and cities, special districts are an independent form of local government."²⁵ The FPUD is a special district.

The FPUD is governed by a five-member board of directors (board). The board's purpose is to ensure effective management of the water utility. The CSDA notes that, "These are the core components of effective special district governance: a competency-based group of individual citizens coming together as an effective team to accomplish the specific responsibilities that only governing boards can do on behalf of their community."²⁶ The board of directors oversees approximately \$3,000,000 in annual revenue and \$6,000,000 in cash and investments at nearly any given time, and oversees one of California's most precious resources.²⁷

²³ "Our Mission," Foresthill Public Utility District website. Accessed February 6, 2026.
<https://www.foresthillpud.com/>.

²⁴ 2024 Consumer Confidence Report, May 1, 2025, Foresthill Public Utility District website. Accessed January 21, 2026. <https://www.foresthillpud.com/consumer-confidence-report#docaccess-27983a910eab2340718cc5ba271271227b69f2b20dd8c2ffcf6a3200a4079564>.

²⁵ California Special Districts Association Board Member Handbook, a CSDA Publication, 2023. Accessed January 20, 2026.
<https://www.rrfc.net/files/e46432dea/2024+CSDA+Special+District+Board+Member+Handbook.pdf#:~:text=A%20California%20Special%20Districts%20Association,Special%20District%20Board%20Member%20Handbook>.

²⁶ CSDA Handbook. Accessed January 20, 2026.

²⁷ <https://www.foresthillpud.com/files/b796d0b20/2025+08+28+FY+2025-2026+FPUD+Budget+FINAL+ADOPTED+2025+08+13+R15.pdf>. Accessed March 31, 2026.

The FPUD's daily operations are managed by the general manager (GM). The duties of the GM are defined under Section 16114 of the Public Utility Code²⁸ (which requires the GM to report to the board regarding these duties) as well as the GM's employment contract. Specific duties are described in the Foresthill Public Utility District Policy Handbook, which explicitly states that, "The incumbent has broad management authority for implementing the policies of the Board of Directors."²⁹

In the prior year, the 2024-25 Placer County Grand Jury conducted an investigation of the FPUD, including staffing and outsourcing concerns and alleged unprofessional conduct in board meetings. The 2024-25 grand jury issued a report with a series of findings and recommendations. While the grand jury acknowledged positive improvements, the report noted, "While these changes are encouraging for the community, the Board should address staffing, governance, span of control and strategic issues to create a foundation for the future."³⁰ However, the Foresthill Public Utility District failed to properly respond to the 2024-25 grand jury report in the manner prescribed by Section 933/933.05 of the California Penal Code.

The 2025-26 Placer County Grand Jury did not seek to replicate the investigation that was conducted by the previous grand jury. Rather, the current grand jury sought to follow-up on the previous investigation to determine how the board had addressed the issues noted.

METHODOLOGY

To examine the FPUD, information was obtained through a series of interviews, examination of the FPUD website, review of and attendance at board of directors public meetings, and thorough review of the FPUD agendas and minutes. In addition, the Foresthill Public Utility

²⁸ https://leginfo.ca.gov/faces/codes_displaySection.xhtml?sectionNum=16114.&lawCode=PUC. Accessed April 27, 2026.

²⁹ Foresthill Public Utility District Policy Handbook, 2025 10 08, Policy Number 2301. Accessed January 21, 2026. <https://www.foresthillpud.com/foresthill-public-utility-district-policy-handbook#docaccess-513fcb4d58d74ab718d527db17328afdcfda8cf68fa8093aff1684cb706dcb4>.

³⁰ Placer County 2024-2025 Grand Jury Report, Superior Court of Placer County. Accessed February 4, 2026. <https://www.placer.courts.ca.gov/general-information/grand-jury/grand-jury-reports-resolutions/grand-jury-reports-2024-2025>.

District Policy Handbook was inspected along with bank records and financial statements. Recent amendments to the Brown Act were reviewed. Relevant sections of the California Government Code, as well as minutes and agendas from Placer LAFCO meetings, were examined. The grand jury also viewed trade association, governmental, and other water agency-related websites.

DISCUSSION

The 2025-26 Placer County Grand Jury identified strengths at the FPUD. As a result of careful planning and refinanced debt, the FPUD is financially stable with a robust economic reserve.³¹ The FPUD owns and operates its own water supply. Even with millions of dollars invested in capital improvement projects such as the water distribution network, the FPUD has maintained a year-over-year positive cash flow with no new debt. The FPUD also boasts an impressive safety record, according to the Special District Risk Management Authority.³²

The board and staff have also made measurable efforts to improve transparency, including revising some outdated policies at board meetings. At the time of this report, the FPUD was in the process of contracting to fulfill the responsibilities of a finance manager, although not hiring for an in-house position, as well as a part-time board secretary to take minutes at board meetings.

However, our investigation revealed continuing problematic issues at the FPUD. Primary concerns include:

- Unprofessional interaction between the GM and directors;
- A distrustful board and contentious, unproductive board meetings;
- Lack of participation in training essential for proper governance;

³¹ Foresthill Public Utility District Adopted Operating Budget For the Year Ending June 30, 2026. Accessed January 21, 2026. <https://www.foresthillpud.com/budgets#docaccess-1bad4e8faacb790c173dc869e85f152450acbc15762ad7742f85dbd25a1c401>.

³² Foresthill Public Utility District website. Accessed January 22, 2026. <http://www.foresthillpud.com/files/df4783442/2024+09+23+FINAL.pdf>.

- A lack of checks and balances governing day-to-day fiscal operations and lack of clarity regarding board management and fiduciary responsibility and associated legal risk;
- Inconsistent application of policies and statutory requirements for public board meetings.

Board Member Communication Remains Contentious

The Foresthill Public Utility District Policy Handbook describes the need to present a professional face to the community. The handbook section 4010.11 states, “The dignity, style, values and opinions of each Director shall be respected.” Section 4010.12 states, “Responsiveness and attentive listening in communication is encouraged.” Section 4010.15 – 4010.17 states, “Directors should commit themselves to the highest form of professionalism. They should emphasize the positive and avoid negative forms of interaction...Directors should commit themselves to focusing on issues. The presentation of the opinions of others should be encouraged. Cliques and voting blocks [*sic*] based on personalities rather than issues should be avoided. Differing viewpoints are healthy in the decision-making process. Individuals have the right to disagree with ideas and opinions, but without being disagreeable.”³³

Despite these policies, the board meetings continue to be contentious. The grand jury reviewed recordings of 2025 and early 2026 board meetings, attended remotely, and attended in person. Although numerous directors acknowledge the contention during public meetings, directors often speak to colleagues in a confrontational tone, interrupt and talk over each other, or decline to take actions with the intent to shut down dialogue and defeat issues. At several meetings, agenda items died for lack of a second to a motion, or no actions were taken. Numerous items were carried forward for future consideration instead of being voted upon. Individual directors left meetings in protest. Grand jurors also observed numerous instances where directors rolled their eyes or turned their backs on other directors. Directors made allegations in board meetings about actions being “illegal.” Staff appear to be openly condescending to the board. At the January 2026 board meeting, office personnel and field

³³ Foresthill Public Utility District Policy Handbook, 2025 10 08, Foresthill Public Utility District website. Accessed January 21, 2026. <https://www.foresthillpud.com>.

technicians were in attendance. A comment was made by the GM that the staff have a difficult time concentrating on their jobs when the board is so fractured.

Good governance starts with a respectful culture. This culture builds the trust necessary to address difficult issues, make effective decisions, and uphold responsibilities as an elected official, while mistrust leads to organizational dysfunction. While policy disagreement can be healthy and even productive, respectful communication recognizes the greater goals of an organization and conveys the competence required of a director.

The PCGJ recommends professional management facilitation to achieve this goal (see Appendix 1). As per the policy handbook, an agreement to abide by the code of conduct will raise the professional standards in the FPUD while mitigating legal risks and promoting public trust. It would be more effective for directors to conduct themselves in a respectful manner worthy of elected officials.

More Training Necessary for Better Operations and Alignment between Directors and Staff

Those who choose to serve on the board should have a breadth of knowledge or avail themselves of training that encompasses the complexity of their fiduciary and oversight responsibilities. The FPUD does not provide adequate onboarding for new directors. Directors are offered access to online training specific to special district boards through the CSDA and Jurassic Parliament. The grand jury examined the FPUD's records for participation in mandated ethics and sexual harassment training. Most, **but not all**, directors participated in legally mandated trainings.

The grand jury's observance of board meetings and minutes indicates additional training for directors is necessary, both for newly elected board members and on an annual basis. In 2025, challenges during meetings were repeatedly raised between directors about parliamentary procedure, the Brown Act, remote participation, and issues such as public contract law relevant to special districts and processes for adding items to the agenda. These publicly conducted skirmishes reflected poorly on the directors and took valuable time from financial and management decision-making.

Trade associations such as the CSDA, of which the FPUD is a dues-paying member, offer numerous cost effective training courses and webinars, including those related to board and staff interface such as, "Mastering Difficult Conversations at Work."³⁴ The FPUD's own law firm offers free in-person training opportunities on issues such as:

- AB 1234: Ethics Training for Local Officials.
- Brown Act and Conflicts.
- California Public Records Act.
- California Environmental Quality Act (CEQA) 101.
- Mandatory Sexual Harassment Prevention Training for Supervisors/Non-Supervisors.
- Social Media in the Workplace: How Prepared Are You?

Additionally, a new state law requires California special district officials to take mandatory training that covers fiduciary responsibilities. As of January 1, 2026, Senate Bill 827 (SB 827) mandates that covered local agency officials complete biennial fiscal and financial training. While the grand jury believes membership in the Association of California Water Agencies (ACWA) may offer the FPUD more opportunity to evolve organizationally on water-related issues, the FPUD should minimally ensure it is taking advantage of every training opportunity offered by the CSDA.

Administrative Segregation of Duties Governing Fiscal Operations

The financial management of the FPUD has several mechanisms under the sole direction of the GM and in accordance with the California Government Code. Section 61053 (c)(3) requires the FPUD to adopt a system of accounting that adheres to Generally Accepted Accounting Principles (GAAP). It is crucial for organizations to have effective internal controls to maintain integrity of financial data and comply with these principles. One key component of internal control is segregation of duties.

³⁴ California Special Districts Association website. Accessed February 26, 2026. [https://www.csda.net/events/event-description?CalendarEventKey=17633eac-f154-47aa-b6ca-019a9faf211b&hlmlt=ED#:~:text=Webinar:%20Mastering%20Difficult%20Conversations%20at,Risk%20Management%20Authority%20\(SDRMA\).](https://www.csda.net/events/event-description?CalendarEventKey=17633eac-f154-47aa-b6ca-019a9faf211b&hlmlt=ED#:~:text=Webinar:%20Mastering%20Difficult%20Conversations%20at,Risk%20Management%20Authority%20(SDRMA).)

Financial segregation of duties divides financial tasks among different people to prevent fraud, minimize errors, and ensure accuracy with no single individual controlling all parts of a financial operation. The FPUD has certain internal controls in place. For example, checks require two signatures. The grand jury learned that neither the treasurer nor someone from the finance committee were consistent signatories on checks.

Day-to-day duties fall primarily on the GM. The current system lacks the necessary checks and balances; the GM and in-house administrative staff are responsible for receiving and processing invoices and bills and handling banking on behalf of the FPUD, without the fiscal experience and oversight that should be provided by an in-house finance manager. The FPUD's policy reflects a need for checks and balances, but the FPUD lacks an in-house finance manager to fulfill these duties:

3032.7 The Finance Manager shall review and approve credit-card transactions by the General Manager. The General Manager shall review and approve credit-card transactions by the Finance Manager.³⁵

The policy, as well as the FPUD organizational chart, implies this is an individual and not an outside accounting firm. Since there is not currently an individual serving in this capacity, an additional layer of safeguard is warranted, such as an in-house finance manager who reports to the board.

Additionally, while the board has historically reviewed financial records at board meetings, the GM indicated at the January 2026 board meeting that he would not be providing bank statements in the future. The GM stated this action is prompted by the directors' ability to access the GM's monthly financial reports, in which information is self-reported without corroboration provided by institutional bank statements. The refusal to provide bank statements to back up the financial reports provided to the board as part of their monthly meeting packets reflects a lack of transparency and is a matter of grave concern to the

³⁵ Foresthill Public Utility District Policy Handbook. Accessed February 1, 2026.
<https://www.foresthillpud.com/foresthill-public-utility-district-policy-handbook>

community given the board's fiduciary duty. **The board of directors, not only the GM, is legally responsible to ensure the proper financial protection is in place.**

Many organizations find that due to a small number of personnel and cost, segregation of duties is difficult to attain. There are mitigating controls a small organization can employ to reduce the risk associated with the inability to segregate financial duties.

Financial duties should be bifurcated to help mitigate risk. Past practice at the FPUD shows that a part-time in-house finance manager handled these duties. The GM should maintain authorization for approving transactions under direct supervision of the board; the in-house finance manager should handle record-keeping, reconciliation, and check disbursement.

At the February 2026 board meeting, the board of directors voted three-to-two to extend the services of the current contract accounting firm to handle the responsibilities of an in-house finance manager. When discussing the pool of applicants, the board allowed the current contracted firm four-and-a-half minutes in the public comment period to speak to the firm's billings and the benefits of a "fractional model." The speaker noted, however, that the firm was not "auditing" credit card transactions but was "touching them" for appropriateness. This is in violation of the FPUD's own written policy 3032.7, as noted above, requiring double-reviews of credit card transactions by both the Finance Manager and General Manager.³⁶

Given the board's recent vote, the board should, at the minimum, implement additional mitigating internal controls due to the lack of segregation of duties. These mitigating controls should include board members receiving a copy of monthly bank statements directly or obtaining 'view access' to bank activity and utilizing the finance committee to consistently provide the second signature on checks.

Requirements for Board Meetings

In 2025, the FPUD board held regular business meetings every month for a total of twelve meetings as well as several special meetings. An analysis of board meeting minutes for that

³⁶ Ibid. Accessed April 27, 2026. <https://www.foresthillpud.com/foresthill-public-utility-district-policy-handbook>

calendar year showed that one director was absent for the majority of the regular meetings during a health event.

FPUD Board member participation is addressed in Policy 4020, which states:

4020.10 Members of the Board of Directors shall attend all regular and special meetings of the Board unless there is good cause for absence and they must contact the general manager stating reason for non-attendance within twenty-four (24) hours of meeting.

The director's absence was allowable, but significant given his role as treasurer and one of two members of the finance committee. In unique situations such as this, the board might have considered how a prolonged absence could affect the FPUD operations and made necessary officer and committee changes to ensure continuity.

Another director provided notice to participate remotely in board meetings for two consecutive meetings. After a director objected to waiving policy for the second notification of remote participation, the board voted appropriately to not waive the teleconference policy and the director was not permitted to participate in an official capacity as a director during the meeting.

The FPUD tele-conference policy is spelled out in Policy 4020.30, which states:

4020.30 Directors are limited to participating in regular meetings via tele-conference to one regular meeting every three (3) months. Directors are limited to participating in special meetings of the full Board via tele-conference to two (2) meetings in three (3) consecutive months.

It is important to note that FPUD policy does not align with legal requirements for public meetings for governmental bodies, known as the Brown Act.³⁷ The FPUD policy neither details the limited allowable reasons for teleconferencing nor correctly reflects the limitations on remote participation in Board meetings.

Recent amendments to the Brown Act allow a member of a legislative body to participate in a public meeting remotely only to accommodate a disability or if "just cause," including

³⁷ California Government Code Sections 54950–54963. Accessed March 4, 2026.
https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?division=2.&chapter=9.&part=1.&lawCode=GOV&title=5.

emergency circumstances, exists. Allowable reasons are defined as any one of the following circumstances: childcare or caregiving of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires them to participate remotely; a contagious illness that prevents a member from attending in person; a need related to a physical or mental disability; travel while on business of the legislative body or another state or local agency; an immunocompromised relative that requires the member to participate remotely; or military service obligations.

Those reasons do not include personal out-of-state travel.

Even under an allowable “just cause” event, members of a legislative body are capped at the number of times they may participate remotely. California Government Code §54953.8.3(a)(3) limits remote participation to:

- (i) Two meetings per year, if the legislative body regularly meets once per month or less.
- (ii) Five meetings per year, if the legislative body regularly meets twice per month.
- (iii) Seven meetings per year, if the legislative body regularly meets three or more times per month.

The board should follow both state law and the FPUD written policies for all operations.

Unlawful or excessive requests for remote participation could be prevented through updated policies and more training on current law.

Oversight Needed by Placer County Local Agency Formation Commission

The Placer County LAFCO, which operates under a statutory mandate for analyzing operational effectiveness, is charged with oversight of every public entity in the county, including special districts. Part of this oversight is a sphere of influence (SOI) review, a planning roadmap designating physical boundaries and service areas for districts. California State law governing LAFCOs states, “On or before January 1, 2008, and every five years thereafter, the commission shall, as necessary, review and update each sphere of influence.” (Gov. Code Section 56425 [g]). This language encourages, if not mandates, that sphere of influence (SOI) reviews occur every five years.

The Municipal Service Review (service review) examines providers' governance structures and efficiencies. Service reviews help identify opportunities for greater coordination and cooperation, including review and analysis of:

- Current service area and services provided;
- Probable future service needs based on growth;
- Infrastructure capabilities and deficiencies;
- Financial ability to provide services;
- Adjacent disadvantaged communities and service needs;
- Effectiveness of governmental structure and alternatives;
- Any other matter related to effective or efficient service delivery as required by Commission policy.³⁸

The Placer County LAFCO operations are overseen by a commission with members from cities and towns, the county, special districts, and the public. As of the writing of this report, Supervisors Cindy Gustafson and Anthony DeMattei serve as the county government representatives on the commission; Shanti Landon is an alternate.

Local LAFCOs such as Placer LAFCO offer many benefits for local entities. Municipal service reviews may contain recommendations for change. A presentation to the California State Assembly Local Government Committee noted that LAFCOs are a resource with "Training and educational resources for compliance with State laws and best practices."³⁹

Although SOI and service reviews are intended to occur by LAFCO every five years, the FPUD has not been reviewed since 2006.

³⁸ Placer County Local Agency Formation Commission (Placer LAFCO) Policy Manual Policies, Standards, and Procedures, November 5, 2025. Accessed January 22, 2026.
<https://www.placerlafcoa.gov/files/3341732a5/Placer+LAFCO+Policy+Manual+Adopted+November+5%2C+2025.pdf>.

³⁹ An Introduction to Local Agency Formation Commissions (LAFCOs), March 9, 2023. Accessed January 22, 2026.
<https://alcl.assembly.ca.gov/sites/alcl.assembly.ca.gov/files/CALAFCO%20ALGC%20Local%20Gov%20101%20PDF%20March%209%2C%202023.pdf>.

Placer LAFCO's Five-Year Workplan indicates that the FPUD is scheduled for review in the 2025-26 calendar year,⁴⁰ but as of the writing of this report, the most recently available Multi-Year Work Program (Service Reviews) did not show a specific starting date for the FPUD.⁴¹ Changes in LAFCO leadership staff and more pressing priorities likely play a role in schedule delays. However, the FPUD would benefit from an accelerated review in 2026 and regular reviews in the future, to gain robust and constructive insights into avenues for improved organizational function at FPUD.

Conclusion

It is possible managerial accomplishments and financial and operational stability have led to a sense of complacency by some directors regarding their oversight responsibility. It is also possible that a pervasive sense that "we've always done it this way" dictates board and staff public actions. Regardless of the financial and operational status of public entities, policies and procedures must be of the highest standard and consistently followed to ensure the public interest is always represented.

The Foresthill Public Utility District is exposed to preventable financial risk due to governance failure and inadequate oversight. Public funds require protection through professional management, internal controls, and a board that understands and fulfills its fiduciary duty. As noted above, the board of directors is ultimately responsible for ensuring the proper financial protection is in place.

Corrective action is urgent and necessary to restore accountability and public confidence. The residents served by the FPUD deserve no less.

⁴⁰ Placer LAFCO Multi-Year Work Program (Service Reviews). Accessed January 22, 2026.

<https://www.placerlafco.ca.gov/files/deb416b6a/Placer+LAFCO+Service+Review+List%2C+2025.pdf>.

⁴¹ Agenda from Placer LAFCO meeting April 8, 2026. Accessed April 10, 2026. <https://www.placerlafco.ca.gov/lafco-meetings#docaccess-d6d5f9545caead410cea31787d42daf225192099638ce234682524cb074947b1>.

FINDINGS

- F1.** The Foresthill Public Utility District failed to properly follow statutory requirements in its response to the 2024-25 Placer County Grand Jury report and recommendations demonstrating a pattern of inconsistent adherence to established policies, rules and regulations.
- F2.** Poor communication and mistrust among directors and staff have affected collaborative and timely decision-making at the Foresthill Public Utility District.
- F3.** The lack of onboarding and annual training has resulted in conflict between directors and operational misalignment with the general manager.
- F4.** The Foresthill Public Utility District does not follow Generally Accepted Accounting Principles in all aspects of financial operations.
- F5.** Directors fail to ensure adherence to segregation of duties in the financial management of the Foresthill Public Utility District.
- F6.** The general manager effectively controls access to institutional bank records, transmittal of financial data to outside financial contractors, and preparation of the annual budget with minimal board analysis, modification, or independent review.
- F7.** Although written policies and procedures governing the Foresthill Public Utility District operations exist, some policies are followed inconsistently, conflict with state law, or are ignored.
- F8.** A lack of timely review from Placer County Local Agency Formation Commission, as required under its mandate, has resulted in a void of independent insights into efficient functioning and operations.

RECOMMENDATIONS

- R1.** The Foresthill Public Utility District Board of Directors should amend its response to the 2024-25 Placer County Grand Jury final report, to clearly align responses to the specific recommendations and provide implementation timelines to recommendations, by October 30, 2026.
- R2.** The Foresthill Public Utility District Board of Directors should engage the services of a professional management consultant, such as those services offered through the California Special Districts Association on leadership/board development, board planning/facilitation, and organizational assessment, no later than October 30, 2026.
- R3.** Directors should all follow the Foresthill Public Utility District Policy Handbook and state law and complete mandatory legal and fiduciary training, and maintain records of completion as mandated by state law, no later than October 30, 2026.
- R4.** The Foresthill Public Utility District should hire an in-house finance manager, as directed in the Foresthill Public Utility District Policy Handbook, who reports directly to the board as well as the general manager, no later than October 30, 2026.
- R5.** The Foresthill Public Utility District board should exercise financial oversight to ensure segregation of duties and appropriate checks and balances, in alignment with Generally Accepted Accounting Principles as directed by an in-house finance manager, by December 31, 2026.
- R6.** The Foresthill Public Utility District board should direct the in-house finance manager to provide direct financial reporting on a monthly basis, by December 31, 2026.
- R7.** The Foresthill Public Utility District board chair and general manager should follow policies regarding parliamentary procedures, remote participation, adherence to the Brown Act provisions, and decorum for public meetings, no later than the October 2026 board of directors meeting.

R8. Given the twenty-year gap from the last Placer Local Agency Formation Commission review, the Placer Local Agency Formation Commission should conduct a service review of the Foresthill Public Utility District as part of the “Placer LAFCO Final Workplan and Budget for Fiscal Year 2025-26,” with the review scheduled no later than August 30, 2026, and exercise ongoing individual oversight as determined by that review.

REQUIRED RESPONSES

Pursuant to Penal Code § 933 and 933.05, the Placer County Grand Jury requires a response from the following:

	Findings and Recommendations Requiring Response	Response Due Date
Foresthill Public Utility District Board of Directors 25540 Main Street Foresthill, CA 95631	F1, F2, F3, F4, F5, F6, F7 and R1, R2, R3, R4, R5, R6, R7	September 28, 2026
Placer County Board of Supervisors 175 Fulweiler Avenue Auburn, CA 95603	F8 and R8	September 28, 2026
Placer County Local Agency Formation Commission 110 Maple Street Auburn, CA 95603	F8 and R8	September 28, 2026

This report was issued by the Placer County Grand Jury with the exception of one juror who recused due to the perception of a conflict. This grand juror did not participate in any aspect of the investigation, including interviews and deliberations, or in the writing or approval of this report.

Reports issued by the Grand Jury do not identify individuals interviewed. Penal Code section 929 requires that reports of the Grand Jury not contain the name of any person or facts leading to the identity of any person who provides information to the Grand Jury.

APPENDIX 1

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1/3





September XX, 2026

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County of Placer

Susan Rohan
Vice Chair
(Public)
PO Box 619072
Roseville, CA 95661-9072

Joshua Alpine
(Special District)
Placer County Grand Jury
11532 B Ave
Auburn, CA 95603

Anthony DeMattei
(County)
Attn: Foreperson

Judy Friedman
(Special District)

Cindy Gustafson
(County)
The Placer Local Agency Formation Commission (LAFCo or Commission) thanks the Placer County Grand Jury for its service and attention to the Foresthill Public Utility District's leadership challenges. The volunteer commitment reflected in this report is substantial, and the Commission does not take it lightly. This response addresses only Finding F8 and Recommendation R8, the finding and recommendation directed to the Commission.

ALTERNATE COMMISSIONERS

David Bass
(City)
LAFCo will consider the Grand Jury's report and recommendations as part of its upcoming service review and sphere of influence process for FPUD as described further below.

Shanti Landon
(County)

Cherri Spriggs
(Public)
The Commission provides the following context regarding LAFCo's authority and obligations. The Commission offers this in a spirit of clarification on LAFCo's role and responsibilities as laid out by state law. Providing an accurate public record of what a LAFCo can and cannot do is useful to future grand juries, to the agencies LAFCo serves, and to the residents of Placer County.

Scott Wilson
(Special District)

COUNSEL

Michael Walker
General Counsel

STAFF

Jason Fried
Executive Officer

Amanda Ross
Acting Assistant
Executive Officer

Amy Engle
Analyst

Placer LAFCo is created and governed by the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Gov. Code, § 56000 et seq.). It is composed of representatives of the county, cities, independent special districts, and the public (Gov. Code, § 56325), and it exercises legislative authority delegated to it by the state Legislature. It is not a department, board, or commission of Placer County, and it is not subject to the direction of the Board of Supervisors. Although two members of the Board of Supervisors serve as commissioners, they sit as members of an independent body. Government Code section 56331.4 even goes as far as to say

members appointed to the Commission no longer represent the agency or group appointing them but rather the general public as a whole.

Placer LAFCo has no statutory authority to supervise the day-to-day operations of an independent special district. The Commission's authority to consider dissolution or consolidation exists, but it is exercised only through a formal proposal, applicable studies, notice, protest proceedings, and the possibility of an election. LAFCo is not a substitute for a district's fulfilling its statutory and fiduciary duties.

Government Code section 56425(g) states, "On or before January 1, 2008, and every five years thereafter, the commission shall, as necessary, review and update each sphere of influence."

Two important items need to be pointed out about section 56425. First, it does not make reference to service reviews (SR), but rather sphere of influence (SOI) updates. Second, it uses the language "as necessary." This means if LAFCo determines that no SOI change is needed, then no SR is required to be done.

In addition, prior to the issuance of the Grand Jury report on this matter, LAFCo had approved a workplan for FY 26-27 that included a SR for FPUD. As LAFCo conducts that SR, it will take into account the issues brought up in the Grand Jury report and review the items state law authorizes LAFCo to review under that process.

Sincerely,

Whitney Eklund

Chair, Placer LAFCo

Finding number F8:

“A lack of timely review from Placer County Local Agency Formation Commission, as required under its mandate, has resulted in a void of independent insights into efficient functioning and operations.”

Placer County Local Agency Formation Commission (LAFCo) response:

Disagree. While LAFCo has not conducted a service review of the Foresthill Public Utility District since 2006, state law does not require LAFCo to conduct another service review of the district unless and until LAFCo updates the district's sphere of influence. LAFCo has not updated the district's sphere of influence since 2006. Whether the absence of a service review in the intervening 20-year period “resulted in a void of independent insights into efficient functioning and operations” is outside of LAFCo's knowledge.

Recommendation number R8:

“Given the twenty-year gap from the last Placer Local Agency Formation Commission review, the Placer Local Agency Formation Commission should conduct a service review of the Foresthill Public Utility District as part of the ‘Placer LAFCO Final Workplan and Budget for Fiscal Year 2025-26,’ with the review scheduled no later than August 30, 2026, and exercise ongoing individual oversight as determined by that review.”

Placer County Local Agency Formation Commission (LAFCo) response:

This recommendation will not be implemented because it is not reasonable in that Fiscal Year 2025-26 and August 30, 2026, are both past and, in any event, a proper service review generally takes more than two months (the time of the publication of the Grand Jury report on June 30, 2026, to the August 30, 2026, date in the recommendation) to conduct. Nevertheless, at its June 10, 2026, regular meeting, prior to the publication of the Grand Jury report, the Commission adopted its Final Workplan and Budget for Fiscal Year 2026-2027, which includes a service review for the Foresthill Public Utility District to be conducted in 2026-2027.



**Agenda Report
September 9, 2026
Item 7b (Business Item)**

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Vice Chair
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Judy Friedman
(Special District)

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(City)

**ALTERNATE
COMMISSIONERS**

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Scott Wilson
(Special District)

COUNSEL

Michael Walker
General Counsel

STAFF

Jason Fried
Executive Officer

Amanda Ross
Acting Assistant
Executive Officer

Amy Engle
Analyst

TO: Placer Local Agency Formation Commission
FROM: Jason Fried, Executive Officer
SUBJECT: Approval of Request for Qualifications for California
Environmental Quality Act Legal Services for
Application for Incorporation of North Tahoe

Summary and Background

As the Commission is aware, LAFCo received an application for the incorporation for the Town of North Tahoe. As part of the work for this application, LAFCo needs to understand how the California Environmental Quality Act (CEQA) should be applied to the application since LAFCo will be the lead agency on this project.

In consultation with legal counsel, it was determined that it would be best for LAFCo to find a legal specialist in CEQA matters. The attached Request for Qualification (RFQ) will give the Commission the ability to solicit one or more CEQA legal specialists to assist with this application process.

This RFQ includes seven different possible services that may be needed over the course of the application. They include:

- CEQA strategy and Procedural Advice
- Environmental Consultant Procurement and Scope Development
- Coordination with CFA, CKH Act, and TRPA Process
- Review of Environmental Documents and Technical Work
- Agency, Public, and Commission Process Support
- Administrative Record and Decision Documents
- Legal Defensibility and Post-Approval Support

The RFQ was completed just prior to the timeframe of this packet being compiled by staff, so the applicant has not had time to review in time for the writing of this staff memo. Staff intends to work with the applicant to address any questions they may have on the draft

RFQ and may bring edits of the document to the Commission meeting for review and discussion.

Upon completion of the RFQ process, staff will bring back to the Commission recommended approval of a contract for services.

Staff Recommendation for Action

1. Staff Recommendation – Authorize the Executive Officer to issue the attached RFQ and make any necessary administrative edits prior to the release of the RFQ.
2. Alternate Option 1 – Continue consideration of the item to the next regular meeting and provide direction to staff as needed.

Attachments

A – RFQ for CEQA Legal Services

REQUEST FOR QUALIFICATIONS (RFQ)

CEQA SPECIAL COUNSEL SERVICES FOR THE PROPOSED TOWN OF NORTH TAHOE

The Placer Local Agency Formation Commission (LAFCo) is soliciting qualifications and fee proposals from a limited number of law firms with demonstrated expertise in the California Environmental Quality Act (CEQA), local government law, and the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (CKH Act).

The requested services relate to the proposed incorporation of the Town of North Tahoe. Given the complexity and potential statewide significance of this incorporation proposal, Placer LAFCo has elected to retain CEQA Special Counsel before initiating procurement of the environmental consultant. Special Counsel will assist the Commission in defining the appropriate scope of environmental review, advising on procedural requirements, and helping ensure the environmental process is legally defensible.

Pursuant to Government Code section 56800, LAFCo is required to prepare, or cause to be prepared by contract, a Comprehensive Fiscal Analysis (CFA) for an incorporation proposal. LAFCo has selected BAE Urban Economics to prepare the CFA. The CFA and environmental review will proceed as coordinated, cross-informing work efforts, with key service, boundary, fiscal, and governance assumptions developed through the CFA informing the CEQA analysis as appropriate.

Each RFQ response, referred to herein as a Statement of Qualifications (SOQ), will be evaluated based on the law firm's relevant CEQA and local government experience, familiarity with the CKH Act and incorporation proceedings, experience advising public agency lead agencies on complex or controversial projects, proposed approach, availability, and ability to successfully support LAFCo throughout the environmental review process. SOQs must be prepared in accordance with the following instructions and submitted by the deadline identified in Section XII, Tentative Schedule.

I. ABOUT THE INCORPORATION AREA

Placer County, located in Northern California, spans approximately 1,506 square miles and is situated northeast of the Sacramento Valley. The county extends from the Sacramento Valley to North Lake Tahoe and borders the State of Nevada. Placer County includes over 550,000 acres of heavily forested landscapes in the central Sierra Nevada foothills and mountains. This area stretches from Auburn to Lake Tahoe, and includes portions of three national forests, numerous state parks, and 60 percent of Lake Tahoe's west shore.

As of July 1, 2022, Placer County had an estimated population of 417,772, with approximately 18,606 residents residing in the proposal area. Within the proposal area, notable communities include those in the Tahoe Basin such as Tahoma, Homewood,

Sunnyside, Tahoe City, Tahoe Vista, Carnelian Bay, Kings Beach, and North Stateline. Other communities include Olympic Valley, Alpine Meadows, Northstar, and Martis Valley.

Major transportation routes in the proposal area including State Route 89, State Route 267, and State Route 28 facilitate access to various communities and recreational destinations. Additionally, rail passenger service by Amtrak serves the area.

The Tahoe Basin, accessible through Placer County, attracts approximately 25 million visitors annually. State Route 89 in Placer County hosts the second highest number of recreational sites and businesses in the Tahoe Basin, attracting about 4.9 million visitors annually. The area experiences seasonal influxes of visitors during the winter and summer months, drawn by recreational opportunities and multiple ski resorts such as Homewood, Northstar, and Palisades Tahoe. These variations in population due to tourism can pose challenges for service delivery, especially during peak visitor periods and severe winter storms.

The Tahoe Basin is also unique in that it is subject to a Bi-State Compact that created the Tahoe Regional Planning Agency (TRPA), resulting in separate environmental goals, standards and policies and defined development capacity for that portion of the proposed Town of North Tahoe boundary located within the watershed of the Lake Tahoe Basin, as defined in Article II – Definitions of the Tahoe Regional Planning Compact (1980) (Public Law 96-551).

II. BACKGROUND

A petition for incorporation of the Town of North Tahoe was submitted to LAFCo and certified as sufficient on January 26, 2026. An incorporation application was subsequently filed on February 25, 2026. Upon receipt, LAFCo distributed a Notice of Filing to affected and interested agencies on March 23, 2026, providing notice of the application and an opportunity for early comment. An informational agency meeting was held on April 28, 2026, and the deadline for initial agency comments related to the Notice of Filing was May 15, 2026. A project webpage with documents and additional information is available at: www.placerlafcoa.gov/norhtahoeinc.

According to the application, the Initial Fiscal Feasibility Analysis (September 27, 2023) (IFFA) prepared by the project proponent (Eastern Placer Future) developed an initial boundary solely for the purposes of that analysis. The initial boundary was designed to: (1) capture all existing and planned development within the North Lake Tahoe area in Placer County; (2) follow the boundaries of existing special districts; and (3) exclude a large majority of state and federal forests from the proposed incorporation area. The assumption for the exclusion of the forests was that the inclusion of State Responsibility Areas (SRAs) for wildfire protection could create an additional burden on the future municipality for wildfire protection, and those costs could be avoided by leaving the SRAs outside the incorporated boundary.

While appropriate for preliminary fiscal analysis, the initial boundary resulted in multiple “islands” of unincorporated territory within the proposed town limits. Since that time, the

proponent has revised the proposal to include SRAs within the incorporation boundary, thereby eliminating these islands and creating a contiguous and more logical service area. The proposed incorporation boundary included in the application encompasses existing urbanized communities as well as areas planned for near-term development consistent with adopted land use plans.

Upon incorporation, the town would assume responsibility for municipal services currently provided by Placer County. The town may seek to contract with the County for certain services where it is more efficient or cost-effective to do so. This includes law enforcement and traffic enforcement responsibilities currently provided by the Placer County Sheriff and California Highway Patrol, respectively, to the proposed incorporation area.

Additionally, because the area is currently designated as SRA for wildfire protection, incorporation would result in its reclassification to a Local Responsibility Area (LRA), making wildfire protection a municipal responsibility. As part of the early CFA work, a review will be done on the expected costs to the new city of its responsibility for wildfire protection in the LRA. Should this review show that those costs would make the incorporation fiscally infeasible, LAFCo may consider changes to the proposed boundary to mitigate those costs.

For areas presently served by County Service Area (CSA) 28, service arrangements may be modified upon incorporation. Options may include detachment of CSA 28 and the town contracting for services directly, continuation of CSA services by agreement, or other service arrangements necessary to ensure continuity of service.

Existing independent special districts are proposed to continue providing the services they are currently authorized to provide, and the incorporation application does not propose the transfer of those services or associated revenues to the new town. However, service responsibilities and organizational arrangements will be further evaluated through the LAFCo review process, including the CFA and environmental review. This evaluation may identify potential changes to service delivery or governance arrangements where necessary or appropriate to support an effective transition to incorporation.

Placer LAFCo has retained BAE Urban Economics to prepare the CFA pursuant to Government Code section 56800. The current CFA scope is organized into two phases. Phase 1, anticipated to extend through approximately June/July 2027, will confirm the overall boundary and service delivery framework for the proposed incorporation (i.e., make any refinements necessary to the overall boundary shown in Figure 1 and Figure 2, attached) and develop a preliminary fiscal model using Fiscal Year 2026/2027 budget information. Phase 2 will update the fiscal model using Fiscal Year 2026/2027 actual revenue and expenditure data and prepare the final CFA. The CFA process will establish and document key assumptions regarding the proposed boundary, municipal service delivery, governance, operations, infrastructure, and transition that may also inform environmental review.

LAFCo will serve as lead agency for environmental review under CEQA and will coordinate and consult, as appropriate, with responsible agencies, trustee agencies, and other affected local, regional, state, and federal agencies, including but not limited to TRPA, Placer County, special districts, and agencies with jurisdiction or services potentially affected by the proposed incorporation. The portion of the proposed incorporation area within the Lake Tahoe Basin is also subject to the Tahoe Regional Planning Compact and TRPA's environmental review requirements. Early coordination among LAFCo, CEQA Special Counsel, the environmental consultant to be retained by LAFCo, the CFA consultant, TRPA, Placer County, the project proponent, and affected agencies will be important to align assumptions, identify the appropriate environmental review framework, and ensure that the administrative record supports LAFCo's ultimate action on the incorporation proposal. The selected Special Counsel will be expected to advise LAFCo on this coordinated process and on the relationship between CEQA, the CKH Act, and other applicable legal requirements.

III. ANTICIPATED SCOPE OF SERVICES

The selected firm will serve as CEQA Special Counsel to Placer LAFCo and work collaboratively with the LAFCo Executive Officer and staff, LAFCo General Counsel, the environmental consultant to be retained by LAFCo, the CFA consultant, and other retained professionals. The scope below is intended to identify anticipated areas of assistance; the final scope may be refined based on project needs and the selected firm's recommendations.

Services are anticipated to include, but are not limited to:

1. CEQA Strategy and Procedural Advice

Advise LAFCo regarding CEQA procedural requirements applicable to the proposed incorporation, including the appropriate level and sequencing of environmental review, project description considerations, baseline and alternatives issues, consultation requirements, notices, public review, responses to comments, findings, and other procedural matters. Provide strategic legal advice throughout the process regarding emerging CEQA issues and changes in law that may affect the project.

2. Environmental Consultant Procurement and Scope Development

Assist LAFCo staff in developing and refining the scope of work for procurement of a qualified environmental consultant. Review solicitation materials, advise on the proposed technical approach and deliverables, and provide legal and technical input during consultant selection and contract/scope negotiations, as requested.

3. Coordination with CFA, CKH Act, and TRPA Processes

Advise LAFCo on integration of CEQA with the parallel CFA and incorporation proceedings under the CKH Act. Review key CFA assumptions and deliverables as necessary to identify environmental implications and maintain consistency in the project

description, boundary, service delivery framework, governance assumptions, and transition scenario evaluated in the environmental document.

Provide legal guidance regarding coordination with TRPA and the relationship between CEQA and applicable Tahoe Regional Planning Compact and TRPA environmental review requirements, including opportunities for coordinated review, shared technical information, and avoidance of unnecessary duplication. Participate in interagency coordination meetings as needed.

The current CFA schedule anticipates Phase 1 continuing through approximately June/July 2027, followed by Phase 2 using Fiscal Year 2026/2027 actual revenue and expenditure data. Special Counsel should assume that CEQA scoping and technical work may proceed concurrently with the CFA, while recognizing that certain environmental assumptions and analyses may need to be refined as the preferred incorporation scenario and CFA findings are developed.

4. Review of Environmental Documents and Technical Work

Provide legal review and comment on administrative draft environmental documents and supporting materials at appropriate milestones. Review, as applicable, the Initial Study, technical studies, proposed Negative Declaration or Mitigated Negative Declaration, mitigation measures, mitigation monitoring and reporting program, public and agency comments and responses, notices, and other CEQA-related documents. If preparation of an Environmental Impact Report is determined to be necessary, provide legal review of applicable EIR process and documents, including scoping, alternatives, responses to comments, findings, and other required documentation.

Advise LAFCo and the environmental consultant regarding adequacy of analysis, substantial evidence, feasible mitigation, the appropriate CEQA determination based on the environmental analysis, recirculation considerations, and other issues affecting legal defensibility. Special Counsel is not expected to prepare the environmental document or technical studies, but may be asked to assist in resolving significant legal or procedural issues identified during preparation and review.

5. Agency, Public, and Commission Process Support

Participate, as requested, in meetings with LAFCo staff, the environmental consultant, CFA consultant, project proponent, Placer County, TRPA, affected agencies, and other stakeholders. Advise staff regarding CEQA-related public comments and agency concerns, and assist in developing legally supportable responses or process recommendations.

Attend public workshops, Commission meetings, and hearings when requested, including presentation of CEQA legal issues and advice to the Commission in coordination with LAFCo General Counsel.

6. Administrative Record and Decision Documents

Advise LAFCo regarding development and preservation of an adequate administrative record throughout the environmental and incorporation proceedings. Assist in identifying materials that should be included in the record and in maintaining clear documentation of key assumptions, consultation, technical determinations, public comments, responses, and Commission direction.

Review and assist with preparation of applicable CEQA determinations and decision documents, including a Negative Declaration or Mitigated Negative Declaration, mitigation monitoring and reporting program requirements, notices, resolutions, conditions of approval, and other documents necessary to support Commission action. If an EIR is determined to be required, services may also include review and assistance with CEQA findings, a statement of overriding considerations if applicable, and other EIR-related decision documents.

7. Legal Defensibility and Post-Approval Support

Identify material litigation risks and recommend practical measures to strengthen the environmental review and administrative record. Provide advice regarding CEQA statute of limitations and notice requirements following Commission action. If requested by LAFCo, provide or coordinate post-approval CEQA advice and litigation support; any litigation representation may be separately scoped and authorized.

IV. ANTICIPATED BUDGET AND FEE INFORMATION

Respondents should provide a fee proposal identifying hourly billing rates for the proposed team, any applicable rate categories, anticipated reimbursable expenses, and general budget assumptions for the services described in this RFQ. Respondents may identify assumptions regarding level of effort or services that would be separately authorized. Final scope, compensation, and contract terms will be negotiated with the selected law firm.

V. ANTICIPATED PROJECT SCHEDULE

The selected firm is expected to begin work promptly following contract execution and to remain available throughout environmental review and LAFCo consideration of the incorporation proposal. The current CFA schedule anticipates Phase 1 through approximately June/July 2027, with Phase 2 following availability of Fiscal Year 2026/2027 actual financial data. Respondents should describe availability and anticipated staffing continuity over this period, including the ability to provide timely review of environmental documents and participate in key coordination meetings, workshops, and hearings. The environmental review schedule will be developed with Special Counsel and the selected environmental consultant and coordinated with CFA milestones to the extent practicable.

VI. STATEMENT OF QUALIFICATIONS REQUIREMENTS

SOQs must include:

- 1) Firm qualifications and relevant experience, including CEQA counsel and litigation experience, representation of public agency lead agencies, local government law, and familiarity with the CKH Act and LAFCo proceedings. Experience with incorporations, complex governance changes, or projects involving overlapping state/regional environmental review is desirable.
- 2) Project team and resumes, identifying the lead professional responsible for the project and all key personnel who will perform the work, including their roles and responsibilities.
- 3) Relevant project experience demonstrating CEQA legal counsel for complex or controversial public agency actions, including references for representative projects (name, title, agency, phone number, and email).
- 4) Proposed approach to the anticipated Scope of Services, including CEQA strategy, environmental consultant procurement, coordination with the CFA and TRPA processes, document review, administrative record development, and Commission support. Identify any suggested refinements to the scope.
- 5) Identification of anticipated legal, procedural, or coordination issues the firm believes should be addressed early in the CEQA process, based on the information provided in this RFQ.
- 6) Availability and staffing continuity, including anticipated response times for time-sensitive legal review and ability to support the project through completion.
- 7) Fee proposal, including hourly billing rates, staffing assumptions, reimbursable expenses, and any anticipated budget considerations.
- 8) Insurance compliance statement.
- 9) Conflict of interest disclosure.

VII. NON-DISCRIMINATION & EQUAL OPPORTUNITY

LAFCo is an equal opportunity employer.

VIII. CONFLICT OF INTEREST

Respondents to this RFQ warrant and covenant that no official or employee of LAFCo, nor any business entity in which an official of LAFCo has an interest, has been employed or retained to solicit or aid in the procuring of the resulting contract, and that no such person will be employed in the performance of such contract without immediate disclosure of such

fact to LAFCo. Respondents will notify LAFCo of any potential conflict of interest regarding other work or third-party contracts.

IX. INSURANCE REQUIREMENTS

The selected firm shall be required to maintain throughout the term of the contract, and for a minimum of six months following completion by the firm and acceptance by LAFCo of all services under the contract, the following insurance coverage:

- 1) Comprehensive general liability insurance, with a minimum, combined single limit coverage of \$1,000,000 per occurrence for all damages, including consequential damages, due to bodily injury, sickness or disease, or death to any person or damage to or destruction of property, including the loss of use thereof, arising from each occurrence;
- 2) Personal automobile liability insurance for owned, non-owned, and hired automobiles, with a minimum, combined single limit coverage of \$500,000 per occurrence;
- 3) Employer's liability insurance, with minimum coverage of \$100,000 per employee;
- 4) Professional liability insurance, with minimum coverage of \$1,000,000 per claim and \$1,000,000 aggregate; and
- 5) Workers' compensation insurance coverage for its employees at statutory limits.

The comprehensive general liability insurance policy will be endorsed to include LAFCo and its officers and employees as to all services the firm performs under the contract. Said policies will constitute primary insurance to LAFCo and its officers and employees so that other insurance policies held by LAFCo or its self-insurance program(s) will not be required to contribute to any loss covered under the firm's insurance policy or policies unless otherwise noted in the contract.

Evidence of Insurance – Before commencing any operations under the contract, the firm shall furnish LAFCo with a Certificate of Insurance and copies of all applicable endorsements evidencing compliance with the above insurance requirements and that such insurance will not be canceled or materially changed without 30 days' advance written notice.

Duration of Insurance Coverage – All required insurance coverages shall be maintained during the entire term of the contract. Insurance coverage written on a claims-made basis shall be maintained during the entire duration of the contract and until at least six months following termination and acceptance of all work under the contract, with the retroactive date of said insurance concurrent with the commencement of activities according to the contract.

All required insurance shall be placed with insurers with a current A.M. Best's rating of no less than A:VII or equivalent and with deductible amounts acceptable to LAFCo.

X. STATEMENT OF QUALIFICATIONS SUBMITTAL

The following requirements apply to the submission and consideration of SOQs for this solicitation.

- 1) An electronic copy in Adobe PDF format or hard copy of the Statement of Qualifications shall be received no later than 4:30 p.m. Pacific Time on the date identified in Section XII, Tentative Schedule. SOQs received after the deadline will not be considered. If delivery is to be in person, please call the LAFCo office at (530) 886-4602 to arrange a delivery time.
- 2) All submittals will become the property of LAFCo.
- 3) Respondents shall bear the cost of the preparation of SOQs.
- 4) An authorized employee or officer of the respondent must sign the SOQ to receive consideration.
- 5) LAFCo is not responsible for SOQs delivered to a person/location other than that specified herein.

XI. SELECTION PROCESS

This RFQ is intended to facilitate a qualifications-based selection process for CEQA Special Counsel services. Selected respondents may be invited to participate in interviews or follow-up discussions on the schedule identified in Section XII.

Final selection will be based upon evaluation of the submitted SOQs, interviews or follow-up discussions (if conducted), and the respondent's demonstrated qualifications, experience, project understanding, availability, and proposed team. Following selection, LAFCo intends to negotiate a professional services agreement, including final scope, rates, budget, and schedule. The selected firm must execute an agreement with LAFCo prior to commencing services.

A selection committee will use the criteria listed below to evaluate the SOQs, rank the respondents, and make a recommendation to LAFCo. At the selection committee's discretion, additional information may be requested.

- 1) Relevant Experience and Qualifications. Evaluation of the respondent's CEQA, public agency, and local government experience, including demonstrated experience advising lead agencies on complex environmental review, familiarity with LAFCo and CKH Act processes, and experience with incorporation or comparable governance matters where applicable.

- 2) Project Approach and Understanding. Evaluation of the respondent's understanding of the proposed incorporation and the legal and procedural issues likely to arise under CEQA, including coordination with the CFA, CKH Act proceedings, TRPA, and affected agencies. Consideration will be given to the clarity, practicality, and effectiveness of the proposed approach to producing a legally defensible environmental review and administrative record.
- 3) Project Team and Capability. Evaluation of the qualifications, experience, and availability of the proposed project team, including key personnel and any subconsultants. The respondent shall possess all necessary licenses, credentials, and professional qualifications required to perform the work.
- 4) Quality, Clarity, Value, and Ability to Successfully Deliver the Services. Demonstrated ability to provide timely, practical, and well-supported CEQA advice and to work effectively with agency staff, consultants, general counsel, and decision-makers will be rated favorably. Consideration may also be given to availability, staffing continuity, overall value, and reasonableness of the proposed fee structure and level of effort.

LAFCo reserves the right to award a contract to the firm that presents a response to the RFQ that best accomplishes in the sole judgment of LAFCo the desired results. LAFCo reserves the right to reject any or all SOQs, request clarification or additional information from any respondent, waive informalities or minor irregularities, modify or cancel this RFQ at any time, issue a subsequent solicitation, and negotiate deviations with one or more respondents. After the award of the contract, LAFCo may revise the scope of services to meet budget constraints.

XII. TENTATIVE SCHEDULE

- Request for Qualifications Release: ____, 2026
- Statements of Qualifications Due: ____, 2026 at 4:30 p.m.
- Interviews: Week of ____, 2026
- Contract Award / Contract Execution: _____ 2026
- Firm Begins Work: Upon contract execution

XIII. CONTACT INFORMATION

Jason Fried, Executive Officer
Placer LAFCo
110 Maple Street
Auburn, CA 95603
Office: (530) 889-4097
Email: jfried@placer.ca.gov

Figure 1: Initial Boundary and Community Planning Areas

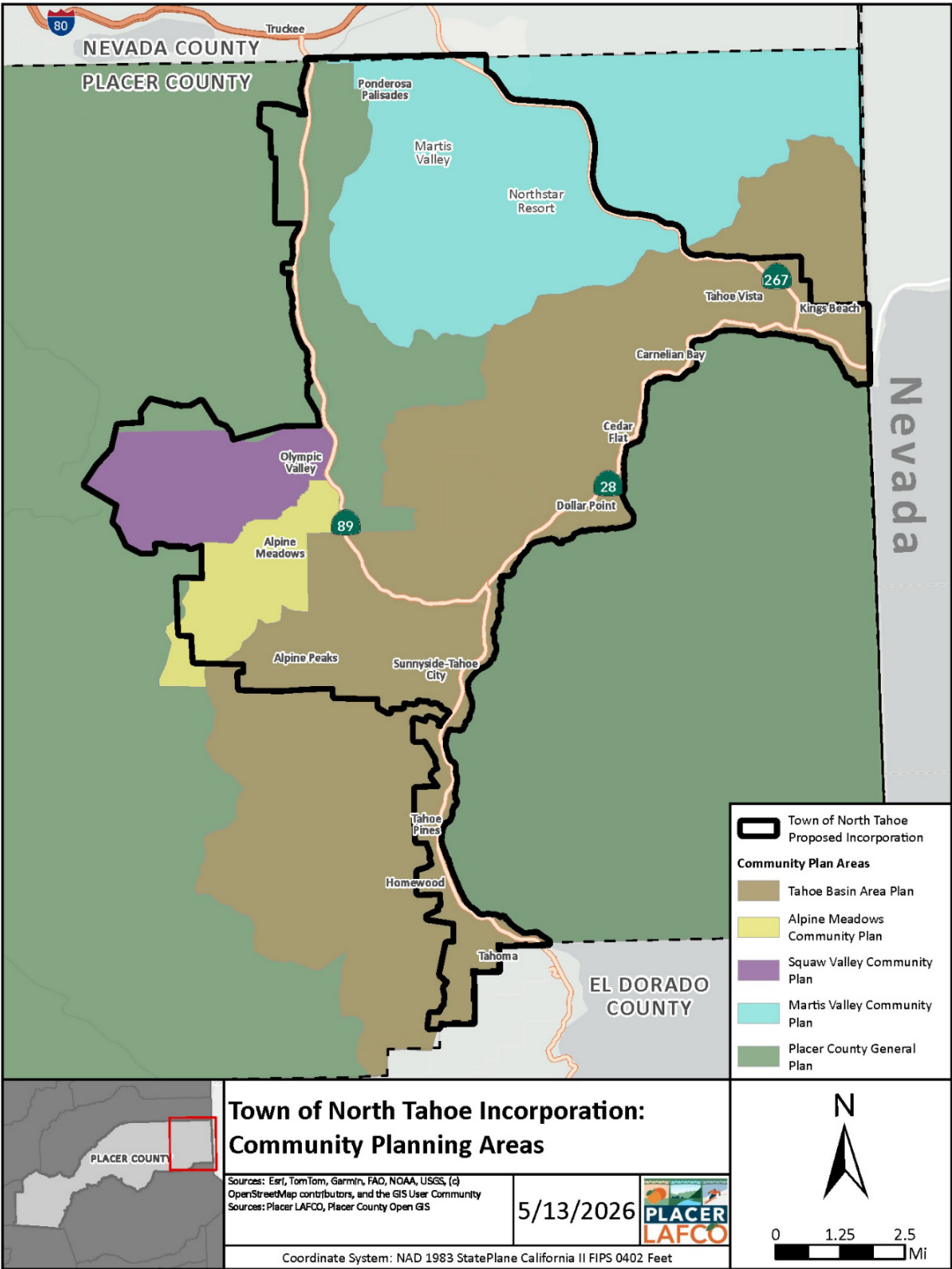
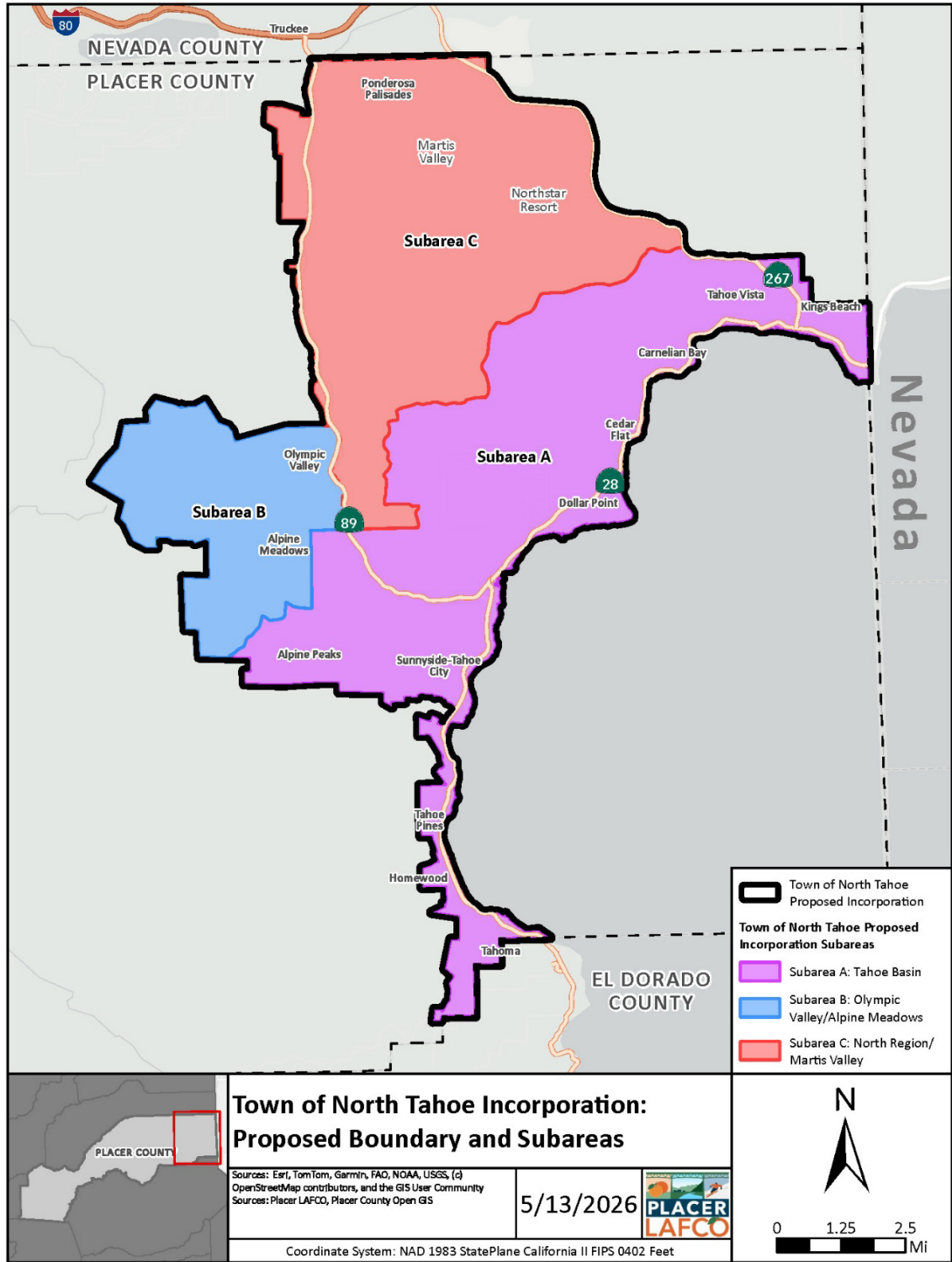


Figure 2: Initial Boundary and Boundary Alternative Subareas





**Agenda Report
September 9, 2026
Item 7c (Business Item)**

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Jason Fried
Executive Officer

Amanda Ross
Acting Assistant
Executive Officer

Amy Engle
Analyst

TO: Placer Local Agency Formation Commission
FROM: Jason Fried, Executive Officer
Amanda Ross, Acting Assistant Executive Officer
SUBJECT: Presentation on the Service Review and Sphere of
Influence Process

Summary and Background

As part of the Commission's transition following the hiring of a new Executive Officer, staff is reviewing the Commission's current approach to preparing service reviews and sphere of influence (SOI) updates. This item is intended to provide the Commission with an overview of the current process and an opportunity to discuss potential approaches for completing future service reviews and SOI updates.

A discussion of size and scope of services reviews will be presented, along with various options the Commission could consider if it wanted to change its current process. For example, the Commission has been using outside consultants to complete its service reviews, and staff will discuss what it would mean to complete some or all of this work in-house. In addition, alternatives to the current approach to service reviews will be discussed.

Today's presentation and discussion will not cover a timeline or schedule for future service reviews or SOI updates but will provide the basis for staff to return at a future meeting to discuss those matters. With that said, one general question will be presented to the Commission following the presentation and discussion:

1. The next service review is anticipated to be the City of Loomis, but given the recent Grand Jury report, should Foresthill PUD be moved up on the list of service reviews to be completed as time permits?

The answer to these questions will help staff develop a plan moving forward to be presented at a future meeting.

No formal action is required on this item.



**Agenda Report
September 9, 2026**

Item 8a (Executive Officer Report)

COMMISSIONERS

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Vice Chair
(Public)

Joshua Alpine
(Special District)

Anthony DeMattei
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Judy Friedman
(Special District)

Cindy Gustafson
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Stephanie
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Shanti Landon
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Cherri Spriggs
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Scott Wilson
(Special District)

COUNSEL

Michael Walker
General Counsel

STAFF

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Executive Officer

Amanda Ross
Acting Assistant
Executive Officer

Amy Engle
Analyst

TO: Placer Local Agency Formation Commission
FROM: Jason Fried, Executive Officer
SUBJECT: Budget Update

Summary and Background

In the past, the Commission has included a review of the budget to date as a consent calendar item. Given that the Commission does not need to approve anything on this item, but rather should have the opportunity to review, ask questions, or comment on it, staff has moved this item to be part of the EO report section.

This is an informational only item.

Attachments

A – Budget update FY 26-27

Placer Special Districts Budget to Actuals

03:52 PM

08/27/2026

Page 1 of 2

Company: CO100 County of Placer

Budget Structure: Special District Budget - Detail Level

Period: FY2027 - Aug

Time Period: Current Period YTD

Cost Center(s): CC72000 Local Agency Formation Commission

Ignore Commitments: No

Fund(s): FD30154 Local Agency Formation Commission

Program: PG720000 Local Agency Formation Commission

Account Set	Budget	Commitments	Obligations	Actuals		Balance	Percentage of Budget
Total Revenue	(1,304,728.00)	0	0	(99,251.60)		(\$1,205,476.40)	7.61%
42010:Investment Income	(26,557.00)	0	0	(3,716.93)		(\$22,840.07)	14.00%
46360:Other Fees and Charges	(1,278,171.00)	0	0	(95,534.67)		(\$1,182,636.33)	7.47%
Total Expenses	1,626,228.56	0	253,054.39	(406,738.51)		\$1,779,912.68	(9.45%)
Total Capital Assets	0	0	0	0		0.00	0.00%
Total Expenses (Non Capital Assets)	1,626,228.56	0	253,054.39	(406,738.51)		\$1,779,912.68	(9.45%)
51010:Salaries and Wages	430,934.01	0	0	14,162.82		\$416,771.19	3.29%
51040:Overtime and Call Back	0	0	0	(37.61)		\$37.61	0.00%
51080:Accrued Compensated Leave	0	0	0	(23,064.00)		\$23,064.00	0.00%
51090:Cafeteria Plans (Non-PERS)	18,093.12	0	0	192.31		\$17,900.81	1.06%
51210:Retirement	144,125.68	0	0	4,780.59		\$139,345.09	3.32%
51220:Payroll Tax	30,011.88	0	0	992.16		\$29,019.72	3.31%
51240:Other Postemployment Benefits (OPEB)	3,392.68	0	0	402.38		\$2,990.30	11.86%
51270:PERS Pension Expense	0	0	0	(565,724.00)		\$565,724.00	0.00%
51280:OPEB Expense	3,392.68	0	0	33,336.00		(\$29,943.32)	982.59%
51290:401 (k) Employer Match	1,500.00	0	0	0		\$1,500.00	0.00%
51310:Employee Group Insurance	96,353.87	0	0	4,936.35		\$91,417.52	5.12%
51360:Workers Comp Insurance	1,629.02	0	0	36.68		\$1,592.34	2.25%
52040:Communication Services Expense	4,091.94	0	0	0		\$4,091.94	0.00%
52080:Insurance	4,244.00	0	0	0		\$4,244.00	0.00%
52240:Professional / Membership Dues	12,435.99	0	0	8,089.00		\$4,346.99	65.05%
52250:Services and Supplies	408.79	0	0	0		\$408.79	0.00%
52320:Printing	5,288.00	0	0	0		\$5,288.00	0.00%
52330:Other Supplies	6,990.15	0	0	0		\$6,990.15	0.00%
52340:Postage	3,416.00	0	0	0		\$3,416.00	0.00%
52360:Professional and Special Services - General	547,112.48	0	253,054.39	61,458.53		\$232,599.56	57.49%

Placer Special Districts Budget to Actuals

03:52 PM

08/27/2026

Page 2 of 2

Account Set	Budget	Commitments	Obligations	Actuals		Balance	Percentage of Budget
52370:Professional and Special Services - Legal	70,000.00	0	0	2,880.00		\$67,120.00	4.11%
52390:Professional and Special Services - County	12,000.00	0	0	0		\$12,000.00	0.00%
52400:Professional and Special Services - Information Technology	53,751.00	0	0	5,767.61		\$47,983.39	10.73%
52450:Short-Term Rents and Leases - Buildings & Improvements	34,522.51	0	0	30,009.00		\$4,513.51	86.93%
52470:Employee Benefits Systems	5,798.00	0	0	0		\$5,798.00	0.00%
52480:PC Acquisition	1,980.00	0	0	0		\$1,980.00	0.00%
52510:Commissioner's Fees	33,469.64	0	0	0		\$33,469.64	0.00%
52570:Advertising	5,829.37	0	0	154.42		\$5,674.95	2.65%
52580:Special Department Expense	18,414.00	0	0	8,001.00		\$10,413.00	43.45%
52630:Project Costs	1,000.00	0	0	0		\$1,000.00	0.00%
52790:Transportation and Travel	12,190.75	0	0	0		\$12,190.75	0.00%
53170:Contingencies - Judgement and Damages	36,300.00	0	0	0		\$36,300.00	0.00%
53390:Cost Plan Allocation Exp (A-87)	27,553.00	0	0	6,888.25		\$20,664.75	25.00%
Facilities and Administration Cost Revenue and Expense	0	0	0	0		0.00	0.00%
42840:Facilities and Administration Cost Revenue	0	0	0	0		0.00	0.00%
52840:Facilities and Administrative Costs Expense	0	0	0	0		0.00	0.00%



**Agenda Report
September 9, 2026**

Item 8b (Executive Officer Report)

COMMISSIONERS

Whitney Eklund
Chair
(City)

Susan Rohan
Vice Chair
(Public)

Joshua Alpine
(Special District)

Anthony DeMattei
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COUNSEL

Michael Walker
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STAFF

Jason Fried
Executive Officer

Amanda Ross
Acting Assistant
Executive Officer

Amy Engle
Analyst

TO: Placer Local Agency Formation Commission
FROM: Jason Fried, Executive Officer
SUBJECT: Workplan Update

Summary and Background

The Commission is invited to discuss the item and provide direction to staff on any related matter as needed for future discussion and/or action.

Currently, the Commission uses a workplan that is reviewed and approved once a year. Staff recommends changing to a living workplan where information is presented at each meeting during the EO report and regularly updated throughout the year.

Attached is a suggested new format for presenting the workplan moving forward. This would allow the Commission to see the status of current projects, upcoming work, and completed items, while also providing flexibility to adjust priorities as new issues arise or circumstances change.

All items are carried forward from the current work plan approved by the Commission and organized in four different categories:

- Items currently being worked on;
- Items to be worked on as staff time becomes available;
- Items waiting for something else to occur; and
- Completed items.

The first two categories will be eventually merged as staffing levels increase.

Considering this is the first draft, items over the next few meetings may be moved around based on discussion that occurs at Commission meetings and as staff gets a better understanding of individual items. For example, Service Reviews and SOI updates are

listed based on what is in the current work plan. Once the Commission has finished the Service Review and SOI discussion that is starting at today's meeting, those items may get changed based on that discussion.

When reading the workplan, there is no difference between the white and light blue rows. The color difference is to help break the chart up and make it easier to read. The rows or boxes that are in orange mean that the row is new or something has changed in the box. For example, several rows were added, three of which are due to the approval of the Cemetery District MSR. Two of the new rows indicate items that came out of the MSR that LAFCo will need to complete in the future with the third being the approval of the MSR itself.

Applications are not included in the workplan, as they are items that CKH requires us to work on once they are submitted so will be treated differently. They are given their own chart and placed as separate reports under the Executive Officer's Report.

No formal action is required on this item.

Attachments

A – Placer LAFCo Workplan

Project Name	Project Description	Project Update
Items Currently being worked on		
Eastern Placer Fire and EMS MSR	Phase 1 of the Eastern Placer County Fire and EMS MSR (including Northstar CSD, North Tahoe FPD, Olympic Valley PUD, Truckee FPD, and Alpine Springs CWD)	LAFCo staff continues to coordinate with ESCI and the Fire Agencies to complete Admin Draft review.
City of Colfax and Suburban Pine CSD MSR/SOI	MSR/SOI Study for the City of Colfax and Suburban Pines Community Services District.	LAFCo Staff has reviewed the Admin Draft MSR/SOI and sent comments back to RSG for revisions to the MSR.
Heather Glen CSD, Meadow Vista County WD, and Midway Heights County WD MSR/SOI	MSR/SOI Study for Heather Glen CSD, Meadow Vista CWD, and Midway Heights CWD.	LAFCo staff are reviewing the Admin Draft.
Getting to full staffing for Commission	For some time the Commission has been understaffed, relying on consultants some of which can be done by in house staff if additional staff was hired. Currently have 2 open positions that can be filled, a Clerk/Jr. Analyst (Admin Tech.) and an Analyst position.	EO is currently reviewing County HR process and needs to review budget to determine when new staff can be brought on board.
Disadvantage Unincorporated Communities (DUC) Mapping Project	State law requires the identification and description of all disadvantaged unincorporated communities (DUCs) located within or contiguous to the existing Spheres of Influence of cities and special districts that provide structural fire protection, wastewater, and/or water services. One of the Commission's new policies is to establish and update DUC maps for all cities and special districts under LAFCO authority in Placer County. The draft mapping is complete, and at the March 11, 2026, LAFCO meeting, the Commission directed staff to open the agency review period before the maps return for formal acceptance.	LAFCO staff are working with RSG to produce updated maps to be presented to the Commission. Staff anticipates a second round agency review period once the new maps have been presented to the Commission.

Service Review Schedule	Placer LAFCo has been working on service reviews for the last few years but has no schedule as to what order service reviews should be done in. A schedule should be established to help staff understand what order they should be worked on.	At September meeting staff will do a presentation on service reviews in general and based on discussion staff will bring back at a future meeting an order for which service reviews should be completed for Commission review and approval.
Items to be worked on as staff time become available		
Town of Loomis MSR/SOI Study	MSR/SOI Study for the Town of Loomis.	Study was placed on hold for FY 2025/2026. Review of full MSR/SOI schedule needs to be completed to determine what order items will be completed moving forward
Seven Agency Fire MSR Study Addendum (Western Placer County Fire Services MSR)	An addendum to the existing seven agency fire MSR that currently includes the City of Lincoln Fire Department, former Newcastle Fire Protection District (FPD), Penryn FPD, Placer Hills FPD, City of Rocklin Fire Department, the City of Roseville Fire Department, and South Placer FPD, to add Placer County Fire Department (CSA 28), Alta Fire Protection District, Foresthill Fire Protection District, and the City of Auburn Fire Department. This would complete the review of Western Placer County fire services.	Not started. Review of full MSR/SOI schedule needs to be completed to determine what order items will be completed moving forward.
County Service Area 28 service review	Comprehensive Service Review of CSA 28 excluding Fire Services.	Not started. Review of full MSR/SOI schedule needs to be completed to determine what order items will be done moving forward. In addition it would be good to have the CSA 28 overlapping boundary project close to completion before this review is done.

County Service Area 28 overlapping boundry project	In 1982, the Placer County Board of Supervisors dissolved all CSAs and subsequently established CSA 28 in 1983, with formation approved by Placer County Local Agency Formation Commission. Over time, city annexations have occurred without corresponding adjustments to CSA 28 boundaries, resulting in overlapping jurisdictional areas. These overlaps create potential inconsistencies in service responsibility and taxation. Staff has identified one formal agreement, with the City of Auburn, allowing CSA 28 to remain within a limited incorporated area. Mapping has been completed, and the next phase will focus on analysis and development of potential policy or reorganization options for Commission consideration. This effort may be further coordinated as part of the scheduled CSA 28 MSR/SOI Study.	County is currently working on its own review of CSA 28 services and zone of benfit boundaries. Staff is talking with the County to see how much longer their review will take to determine timing of this project.
Foresthill Public Utility District service review	Expected in the 2026/2027 work plan cycle and included in the Grand Jury Report 2025-2026.	Not started. Review of full MSR/SOI schedule needs to completed to determine what order items will be completed moving forward.
Policy Manual Updates	The Commission did a adopted its policy manual in 2025 with updates done in June 2026. Staff will bring updates to the Commission as needed.	Staff needs to review policies and as time permits will bring suggested updates or edits to the Commission as needed.
Items waiting for something else to occur		
Western Placer County Fire Services SOI and Altenative Goverance Study	Utilize the information presented in the completed Western Placer County Fire Services MSR to conduct a Sphere of Influence and Alternative Governance Study to provide a roadmap for future consolidations of fire districts as necessary on the west slope.	Need to complete Western Placer County Fire Services MSR.
City of Auburn MSR/SOI Study	Service Review for the City of Auburn.	Waiting for complation of City's general plan update along with review of full MSR/SOI schedule to determine what order items will be completed moving forward.

Penryn FPD SOI Update	LAFCo staff brought a Sphere of Influence recommendation to the Commission on August 13, 2025, along with three other fire protection districts. The Commission struck Penryn FPD's Sphere of Influence from the resolution. Staff needs direction on how to proceed.	Need instructions from Commission
Southern Placer FPD SOI Upated	LAFCo staff brought a Sphere of Influence recommendation to the Commission on August 13, 2025, along with three other fire protection districts. The Commission struck Penryn FPD's Sphere of Influence from the resolution. Staff needs direction on how to proceed.	Need instructions from Commission
MOU with Placer County	At the December 10, 2025, Commission meeting, the Commission directed the Chair, Interim Executive Officer, and LAFCo Counsel to begin coordinated discussions with County representatives to update the existing MOU, including modifying the termination clause, and to review applicable policies and communication frameworks for improved alignment.	The newly appointed EO needs to be brought up to speed on current operations to be able to best advise on updating the MOU as needed.
Colfax Cemetery District	6 month check-in (February 2027) and 12 month check-in (August 2027) to ensure District has resumed regular board meetings with quorum; staff positions have been filled; and the District has continued operational oversight.	Staff is monitoring (Triggered by timing - February 2027 and August 2027).
Tahoe Cemetry Distict	6 month check-in (February 2027) and 12 month check-in (August 2027) to ensure District has met minimum Board meeting requirements (conducted at least 4 meetings as outlined in the Cemetery Principal Act); to review the District's progress towards efforts to confirm sufficient capacity at the cemetery to meet both existing and projected service demands in the near and long-term future.	Staff is monitoring (Triggered by timing - February 2027 and August 2027).
Completed		
Placer County Cemetery District MSR	County wide MSR/SOI review of all cementery districts in Placer County.	Completed and appoved at Aug 2026 meeting.
Excutive Officer Recrutiement	Commission recruitment of a new Excutive Officer.	New EO was hired and started in Aug. 2026.



Agenda Report
September 9, 2026
Item 8c (Executive Officer's Report)

COMMISSIONERS

Whitney Eklund
Chair
(City)

Susan Rohan
Vice Chair
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Joshua Alpine
(Special District)

Anthony DeMattei
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COUNSEL

Michael Walker
General Counsel

STAFF

Jason Fried
Executive Officer

Amanda Ross
Acting Assistant
Executive Officer

Amy Engle
Analyst

TO: Placer Local Agency Formation Commission
FROM: Jason Fried, Executive Officer
SUBJECT: Update on Current and Pending Proposals

Summary and Background

The Commission is invited to discuss the item and provide direction to staff on any related matter as needed for future discussion and/or action.

Similar to the proposed changes to the workplan, staff is looking to create a new way for the Commission to keep track of applications that have been received. Attached is a chart similar to the work plan that breaks applications into three different categories: Current Applications; Preapplications; Completed Applications.

Placer LAFCo does not appear to receive a lot of applications, so the current chart may work to track projects from initial discussions through completion. However, we may want to review how we track and present Preapplications given these often involve longer-term coordination with potential applicants.

An alternative approach for preapplications is to treat them as something that goes into the workplan. For example, we could take all three items that are listed as reorganizations in the City of Lincoln and simply create an item in the workplan regarding coordinating with the City of Lincoln on future boundary changes. As individual proposals become ready for application submittal, those applications would then be added to the application tracking chart.

The final item is how long should completed items stay on the list? Staff recommends that items stay on for the fiscal year they were approved and then removed after the year has ended. So in the case of the two completed applications on the current list would stay on through the August meeting and be removed at the following meeting.

No formal action is required on this item.

Attachments

A – Placer LAFCo current and pending proposals

LAFCo Project #	Application Details	Status
Current Applications		
2025-07	South Placer MUD - 2891 Swetzer Road Annexation	Incomplete
2026-01	Town of North Tahoe Incorporation	Working with BAE on CFA scope of work. RFQ for CEQA legal services is on todays agenda.
Preapplications		
Preapplication	City of Lincoln Village 5B/7B Reorganization	Staff needs time to review
Preapplication	City of Lincoln Brar Property Reorganization	Staff needs time to review
Preapplication	City of Lincoln Moore Ranch East Reorganization	Staff needs time to review
Preapplication	City of Rocklin West Oaks Apartments Highway 65 Reorganization	Staff needs time to review
Preapplication	South Placer Municipal Utility District Annexation	Staff needs time to review
Preapplication	South Placer Fire PD Detachment	Staff needs time to review
Preapplication	City of Auburn PG&E Substation OSA	Staff needs time to review
Preapplication	Olympic Valley Public Service District and North Tahoe Fire PD Reorganization	Staff needs time to review
Completed		
2022-05	Placer Hills and Newcastle FPD Reorganization	Approved 4/8/2026
2025-06	City of Auburn Lincoln Way Out of Agency Agreement	Approved 11/5/25