

Local Agency Formation Commission OF KINGS COUNTY

CITY MEMBERS

Sid Palmerin
Francisco Ramirez
Alvaro Preciado, Alternate

COUNTY MEMBERS

Joe Neves
Doug Verboon
Richard Valle, Alternate

PUBLIC MEMBERS

Dan Chin
Martin Devine, Alternate

Greg Gatzka, Executive Officer, (559) 852-2682

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Community Development Agency at (559) 852- 2680 by 4:00 p.m. on the Monday prior to this meeting.

Agenda backup information and any public records provided to the Commission after the posting of the agenda for this meeting will be available for public review at the Kings County Community Development Agency, 1400 W. Lacey Blvd., Hanford, CA 93230.

AGENDA

**SPECIAL MEETING DATE AND TIME:
Wednesday, August 25, 2021 at 3:00 P.M.**

KINGS LAFCO PUBLIC MEETING PROTOCOL IN RESPONSE TO CORONAVIRUS COVID-19

California Governor Gavin Newsom issued Executive Orders N-25-20 and N-29-20 on March 12, 2020 and March 17, 2020, respectively, relating to the convening of public agency meetings in light of the COVID-19 pandemic. Kings LAFCO hereby provides notice that it will convene a regular meeting by teleconference going forward, and will close its Board Chambers to the public generally, except as described below, until further notice.

Pursuant to the Executive Orders, and to maintain the orderly conduct of the meeting, Kings LAFCO will allow the Commission, staff and interested members of the public to attend the meeting telephonically or by the Internet, and to participate in the meeting to the same extent as if they were present in the Board Chambers. Only those members of the public who cannot participate virtually, due to a need for a special accommodation (vision, hearing, etc.), may attend the meeting in the Board Chambers. A maximum of 10 individuals will be allowed in the Chambers at a time. To secure the accommodation consistent with the American's with Disabilities Act (ADA) and to attend in person, interested parties will need to contact the Secretary of LAFCO as directed below no later than 8:30 a.m. the morning of the meeting.

Members of the public who wish to participate in the meeting virtually can do so one of three ways: Via the worldwide web; by telephone; or by postal or electronic mail. Members of the public, who participate via their computers or through the WebEx app, may provide public comment at the meeting by using the "Raise Your Hand" function. Public comment will be limited to two (2) minutes during the "Unscheduled Appearances" section of the meeting. Public comment will not be available via phone. All others who wish to submit comments may only do so as outlined below.

- **Web Access:** To access the meeting via computer, please go to the Kings LAFCO homepage (<https://www.kingslafco.com>) and click on the link that says **Join Meeting**. You may also participate from your smart phone by downloading the WebEx Meetings app to your smartphone. After opening the app, click on Join Meeting, and then enter the meeting information.

The meeting number is **1775 43 4545** and the password is **KingsLAFCO**.

- If you have trouble logging in through the Internet, you may join the meeting via telephone by calling **(415) 655-0003**, then enter the access code of **1775434545#**.

Members of the public who wish to comment may submit written comments on any matter within LAFCO's subject matter jurisdiction, regardless of whether it is on the agenda for Commission consideration or action, and those comments will be entered into the administrative record of the meeting. To submit written comments by U.S. Mail or email for inclusion in the meeting record, they must be received by the Secretary of LAFCO no later than 8:00 a.m. on the morning of the noticed meeting. To submit written comments by email, please forward them to Terri.Yarbrough@co.kings.ca.us. To submit such comments by U.S. Mail, please forward them to: Kings LAFCO, 1400 W. Lacey Blvd. Building #6, Hanford, CA 93230.

I. CALL MEETING TO ORDER – Chairman

A. Unscheduled Appearances:

Any person may address the Commission on any subject matter within the jurisdiction or responsibility of the Commission at the beginning of the meeting; or may elect to address the Commission on any agenda item at the time the item is called by the Chair, but before the matter is acted upon by the Commission. Unscheduled comments will be limited to five minutes.

B. Approval of May 26, 2021 Minutes (Voice Vote)

II. OLD BUSINESS

None

III. NEW BUSINESS

A. Vacancy of the Executive Officer and Appointment of a new Executive Officer

- 1) Assistant Executive Officer's Report
- 2) Consider a recruitment or appointment of a new Executive Officer

B. Extension of Service No. 21-01, Mr. David Sumaya

- 1) Assistant Executive Officer's Report
- 2) Consideration of LAFCO Resolution 21-01

C. 2021 CALAFCO Conference

- 1) Assistant Executive Officer's Report
- 2) Consider authorization to attend and designating a voting delegate

IV. LEGISLATION

None

V. MISCELLANEOUS

- A. Correspondence –**
- B. Items from the Commission -**
- C. Staff Comments –**

VII. ADJOURNMENT

- A. Next Scheduled Meeting – Regular Meeting Date September 22, 2021 at 3:00 p.m.**

LOCAL AGENCY FORMATION COMMISSION MINUTES

CITY MEMBERS

Sid Palmerin
Francisco Ramirez
Alvaro Preciado - Alternate

COUNTY MEMBERS

Joe Neves – Chair
Doug Verboon – Vice Chair
Richard Valle - Alternate

PUBLIC MEMBERS

Dan Chin
Vacant - Alternate

CALL TO ORDER: A meeting of the Local Agency Formation Commission of Kings County was called to order by Chairman, Joe Neves, at 3:00 p.m., on May 26, 2021 in the Board of Supervisors Chambers of the Kings County Government Center, located at 1400 W. Lacey Blvd., in Hanford, California.

COMMISSIONERS PRESENT: Joe Neves, Doug Verboon, Dan Chin

COMMISSIONERS ABSENT: Francisco Ramirez, Sid Palmerin

STAFF PRESENT: Greg Gatzka – Executive Officer, Diane Freeman – Counsel, Chuck Kinney – Assistant Executive Officer, Terri Yarbrough – Clerk

VISITORS PRESENT: Martin Devine

UNSCHEDULED APPEARANCES: None

APPROVAL OF MINUTES:

A motion was made and seconded (Verboon/Chin) to approve the minutes of the May 12, 2021 meeting. Motion carried with three in favor and Ramirez and Palmerin absent.

OLD BUSINESS:

None

NEW BUSINESS

LAFCO Preliminary Budget FY 2021-2022

Mr. Gatzka presented the FY 2021-2022 budget.

Chairman Neves opened the Public Hearing and asked if anyone would like to give testimony regarding the proposed budget. Seeing none, he closed the Public Hearing.

A motion was made (Verboon/Chin) and seconded to adopt the FY2021-2022 budget as presented. Motion carried with three in favor and Ramirez and Palmerin absent.

LAFCO Commission Public Member Alternate

Mr. Gatzka announced the Public Member Alternate was vacant and that one application had been received. Mr. Gatzka also provided a review of the member terms.

A motion was made (Verboon/Neves) to nominate Martin Devine as the alternate Public Member. Motion carried with three in favor and Ramirez and Palmerin absent.

LEGISLATION

None

MISCELLANEOUS

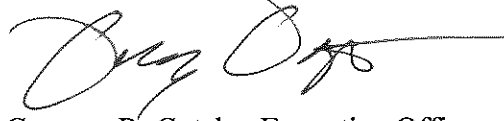
- A. **Correspondence** – none
- B. **Items from the Commission** – none
- C. **Staff Comments** – Mr. Gatzka stated no applications had been received from the City of Hanford and nothing is anticipated for the June meeting.

ADJOURNMENT – With no further business before the Commission, the meeting was adjourned at 3:13 p.m.

- A. **A meeting is scheduled for June 23, 2021 at 3:00 p.m.**

Respectfully submitted,

**LOCAL AGENCY FORMATION COMMISSION
OF KINGS COUNTY**



Gregory R. Gatzka, Executive Officer

h:\lafco\commission meetings\minutes\2021\5-26-21 lafco minutes.doc

Local Agency Formation Commission OF KINGS COUNTY

GREGORY R. GATZKA, EXECUTIVE OFFICER

MAILING ADDRESS: 1400 W. LACEY BLVD., HANFORD, CA 93230
OFFICES AT: ENGINEERING BUILDING, KINGS COUNTY GOVERNMENT CENTER, HANFORD
(559) 852-2670 • FAX: (559) 584-8989 • WWW.KINGSLAFCO.COM

TO: LAFCo of Kings County Commissioners
FROM: Chuck Kinney, Assistant Executive Officer, LAFCo of Kings County
DATE: August 10, 2021

SUBJECT: Vacancy of the Executive Officer and Appointment of a New Executive Officer

Resignation of the Executive Officer

On June 11, 2021, Greg Gatzka resigned from his job as the Director of Community Development for Kings County and also resigned from his post as the Executive Officer for Kings LAFCo to take on a new opportunity as the City Manager for the City of Corcoran.

Replacement of the Executive Officer

The *Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000*, at Government Code Section 56380 states:

“The commission shall make its own provisions for necessary quarters, equipment, and supplies, as well as personnel. The commission may choose to contract with any public agency or private party for personnel and facilities.”

LAFCo of Kings County has “contracted” through the Budget Process with Kings County since it was formed for staff services, quarters, supplies and equipment. This has saved LAFCo (as well as the cities and county) tens of thousands of dollars annually by using the existing county services rather than setting up an entire administrative bureaucracy.

However, the Act, at Government Code Section 56384(a), states:

“(a) The commission shall appoint an executive officer who shall conduct and perform the day-to-day business of the commission. ...”

LAFCo of Kings County has historically interpreted this to require that the Commission appoint a specific person to conduct the Commission’s day-to-day business based on a determination that this appointment is different from the general “contracting” with the County for staff services and facilities as the Executive Officer answers directly to the Commission concerning LAFCo issues, not to the “contracting public agency” that provides the administrative support, i.e., the County of Kings.

The Government Code does not specify any procedure for the Commission to follow in making such appointments. The Executive Officer serves “at-the-will-of” the Commission. The Commission may go through a recruitment process for the position, or may make a direct appointment without recruitment. In order to ensure that the Commission’s business continues the Commission should consider appointing either an “Interim” Executive Officer while a recruitment is processed or if the Commission prefers they may appoint a new permanent Executive Officer. In

the past such appointments have been made by Minute Order, and the Oath of Office administered by the County Clerk.

Historically, the Executive Officer of *LAFCo of Kings County* has been appointed directly without a recruitment process. The LAFCo By-Laws adopted in 1964 do not mention any procedures for appointing the Executive Officer. The following table is a history of the *LAFCo of Kings County* Executive Officer position since LAFCo was first formed in 1963:

LAFCO OF KINGS COUNTY EXECUTIVE OFFICERS:

<u>Date Appointed</u>	<u>Name</u>	<u>Other Position Held</u>	<u>XO Replaced</u>
Nov. 8, 1963	Frank H. Irwin	Kings Co. Administrative Officer	Initial Appointment
March 1, 1972	Milton D. McCoy	Kings Co. Administrative Officer	Irwin
Aug. 30, 1972	Charles Gardner	Kings Co. Planning Director	McCoy
May 21, 1993	William R. Zumwalt	Kings Co. Comm. Development Director	Gardner
July 22, 2009	Greg Gatzka	Kings Co. Comm. Development Director	Zumwalt

Since its formation in 1963 *LAFCo of Kings County* has used Kings County Community Development Agency (previously Planning Agency) employees as its staff, and the Community Development Agency Director as Executive Officer since 1972. Previously the Executive Officer was the County Administrative Officer.

Local Agency Formation Commission OF KINGS COUNTY

MAILING ADDRESS:
1400 W. LACEY BLVD. BLDG 6, HANFORD, CA 93230
(559) 852-2670, FAX: (559) 584-8989

STAFF REPORT August 18, 2021

ASSISTANT EXECUTIVE OFFICER'S REPORT EXTENSION OF SERVICE No. 21-01 CITY OF HANFORD WATER SERVICE

I. BRIEF OVERVIEW OF PROPOSAL:

The Applicant, Mr. David Sumaya, has requested Commission approval to allow the City of Hanford to extend water service outside its jurisdictional boundaries to serve a single family residence located approximately 7138 11th Avenue (APN: 007-010-014). This property is within the Hanford Primary Sphere of Influence and adjacent to the city limits. See Exhibit "A" for a location map of the project site. The Hanford City Council has approved the request for the Hanford Public Works Department to provide water service contingent upon LAFCO approval.

The applicant has informed the City of Hanford and LAFCO that his existing water well which currently serves his single family residence is going dry. The City of Hanford, is the closest municipal water service provider thereby making them the most logical to provide service to the development.

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 allows a City to provide extended services outside its jurisdictional boundaries only if it first requests and receives written approval from LAFCO.

II. ASSISTANT EXECUTIVE OFFICERS RECOMMENDATION

The Assistant Executive Officer recommends that LAFCO Extension of Service No. 21-01 "Mr. David Sumaya" be approved.

III. ANALYSIS OF PROPOSAL:

A. Discussion of Proposal

The purpose of the Commission's action is to authorize the City of Hanford to provide water service outside of the City's jurisdiction and within their sphere of influence to a single family residence which is surrounded by the Hanford City boundary to the East, South and West. On August 17, 2021, the Hanford City Council approved a property owner request to extend City water service to the existing single family residence located at 7138 11th Avenue. Commission approval of the City to provide water service would allow the single family residence to receive reliable safe water service through the City.

B. Factors required by Government Code Section 56133:

Pursuant to Government Code Section 56133, Commission approval is required for extension of service by local agencies to territory outside of the agency's jurisdictional boundary. This section permits extension of service within its sphere of influence in anticipation of a later change of organization.

The applicant has applied to enter into an agreement with the City of Hanford to provide a water service connection to the single family residence located at 7138 11th Avenue. The agreement is contingent upon LAFCO approval of an Extension of Service. The single family residence is within the sphere of influence of the City of Hanford.

1. Sphere Of Influence:

This extension of service is within the Primary Sphere of Influence of the City of Hanford as adopted by the Commission January 1, 2008. The single family residence that would benefit from this service is located in the unincorporated Hanford Fringe, adjacent to the existing City Limit Boundary and it is anticipated that the property will be annexed into the City of Hanford at such time when the contiguous parcel to the south of the property is also annexed into the City.

2. Public Health Issue:

The existing residential ground water well is failing due to continuing drought conditions and lacks basic water to supply the home with a consistent supply of water for health and safety purposes.

3. Service Demand and Capacity:

The City of Hanford indicates that sufficient water service capacity is available and can be provided to the single family residence located at 7138 11th Avenue (APN 007-010-014).

3. Any information or comments from the landowner or owners.

The property owner is requesting to receive water service from the City of Hanford.

IV. ENVIRONMENTAL ASSESSMENT:

The extension of potable water service from the City of Hanford will replace the use of an existing private water well currently used by the subject residence. As private water had previously existed and also since the City of Hanford's water pipeline currently exists within the right of way adjacent to the private residence which would now receive water from the City, the extension of city water service is considered an "existing facility." The extension of water service from the City of Hanford is therefore determined as Categorical Exempt under CEQA, pursuant to Section 15301 and since the extension of water service involves the installation of less than one (1) mile of pipeline for the service it is statutorily Exempt under the California Environmental Quality Act Guidelines, Section 15282(k).

V. RECOMMENDATIONS:

The Assistant Executive Officer recommends:

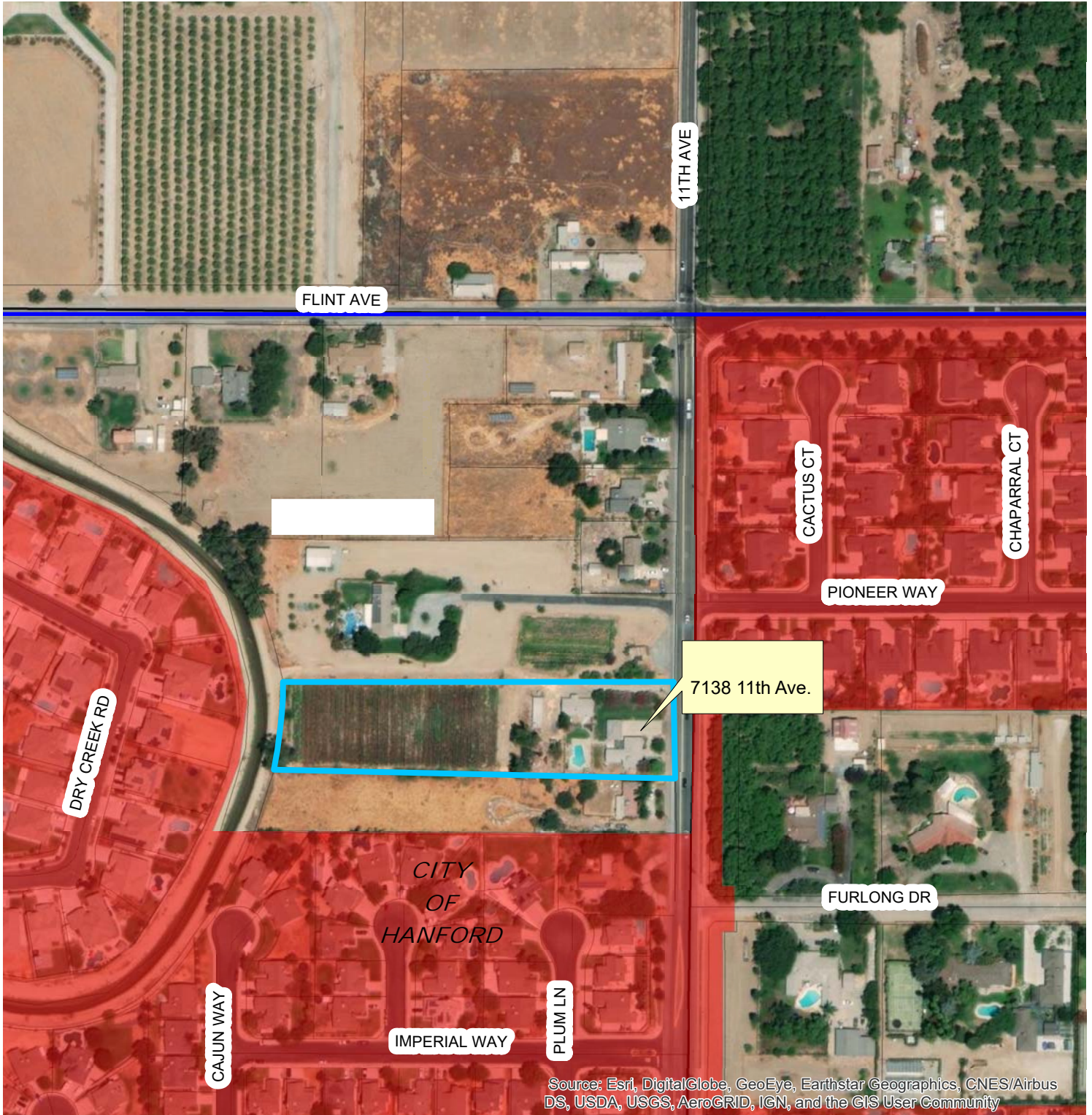
1. That the Commission make the following determinations:
 - a) The extension of service is a "Categorical Exemption" under the California Environmental Quality Act Guidelines, Section 15301 and "Statutorily Exempt" under the California Environmental Quality Act Guidelines, Section 15282(k).
 - b) The extension of service is being taken pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization of 2000.
 - c) All of the factors required by Government Code Section 56133 have been considered by the Commission before rendering a decision.
2. That the Commission approve LAFCO Extension of Service No. 21-01, David Sumaya by adopting Resolution No. 21-01 subject to the following condition:
 - a) The extension of service is restricted to the single residence identified as 7138 11th Avenue located on APN 007-010-014.

H:\LAFCO\PROJECTS\Service Extensions\21-01 Hanford (David Sumaya)\21-01 SR.doc

Exhibit "A"

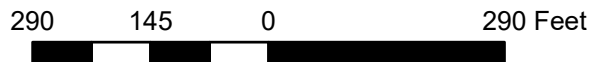
Extension of Service No. 21-01

"Mr. David Sumaya"



LOCAL AGENCY FORMATION
COMMISSION
OF KINGS COUNTY

August 18, 2021



Legend

- 7138 11th Avenue
- Primary SOI
- City of Hanford

BEFORE THE LOCAL AGENCY FORMATION COMMISSION
COUNTY OF KINGS, STATE OF CALIFORNIA

IN THE MATTER OF THE)	Resolution No. 21-01
CITY OF HANFORD)	
WATER SERVICE EXTENSION)	Re: Extension of Service
)	No. 21-01

WHEREAS, on August 18, 2021, Mr. David Sumaya requested Commission approval for an extension of City water service to a single parcel located outside the jurisdictional boundaries of the City; and

WHEREAS, Mr. David Sumaya has stated that 7138 11th Avenue is currently without an adequate supply of potable water which is considered to be a public health and safety issue.

WHEREAS, on August 25, 2021, this Commission at a regular meeting considered the proposed extension of water service; and

WHEREAS, the Assistant Executive Officer's report, with recommendations, was forwarded to officers, persons, and public agencies as prescribed by law and was reviewed at said public meeting; and

WHEREAS, the Commission has duly considered the Executive Officer's Report, testimony, and the proposal; and

WHEREAS, the extension of water service is considered a replacement of an “existing facility”, and is therefore determined to be categorically exempt under CEQA, pursuant to Government Code Section 15301 and since the extension of water service involves the installation of less than one (1) mile of pipeline for the service it is statutorily Exempt under the California Environmental Quality Act Guidelines, Section 15282(k).

NOW, THEREFORE, THE LOCAL AGENCY FORMATION COMMISSION OF KINGS COUNTY RESOLVED AS FOLLOWS:

1. The Commission finds that:
 - a) The extension of service is a “Categorical Exemption” under the California Environmental Quality Act Guidelines, Section 15301 and “Statutorily Exempt” under the California Environmental Quality Act Guidelines, Section 15282(k).
 - b) The extension of service is being taken pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization of 2000.
 - c) All of the factors required by Government Code Section 56133 have been considered by the Commission before rendering a decision.

2. The Commission approves LAFCO Extension of Service No. 21-01, Mr. David Sumaya by adopting Resolution No. 21-01 subject to the following condition:
- a) The extension of service is restricted to the single residence identified as 7138 11th Avenue located on APN 007-010-014.

The foregoing Resolution was adopted upon a motion by Commissioner _____, seconded by Commissioner _____, at a regular meeting held August 25, 2021, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

LOCAL AGENCY FORMATION
COMMISSION OF KINGS COUNTY

Joe Neves, Chairman

WITNESS, my hand this ____ day of _____, 2021.

, Executive Officer

cc: City of Hanford
David Sumaya, 7138 11th Avenue, Hanford, CA 93230

Local Agency Formation Commission OF KINGS COUNTY

Date: August 17, 2021

To: LAFCO Commissioners

From: Chuck Kinney, Assistant Executive Officer

Subject: Request Authorization to attend the 2021 CALAFCO Conference and designate voting delegate

Background

The annual CALAFCO Conference registration is now open and this year's conference runs from October 6-8 2021. This year Orange County LAFCO is hosting the conference in Newport Beach. The conference will have a number of informative sessions as well as conduct of the CALAFCO business where voting delegates from each LAFCO vote for CALAFCO Board representatives. Typically the Executive Officer attends and on occasion one LAFCO Commissioner member will attend. The LAFCO FY Budget for 2021/2022 planned for the attendance of one LAFCO staff member and one LAFCO Commissioner to attend this year's CALAFCO Conference. If there is no Commission member interest to attend, then the Executive Officer typically serves as the LAFCO voting delegate.

Registration is \$520 per person. The following expenses are estimated for this workshop per attendee:

Registration:	\$520
Hotel:	\$660 three nights each person (\$194 per night plus tax)
Travel:	\$228 County vehicle and gas estimate (\$225 based upon 468 miles)
Meals:	\$130 per diem allowance adjusted for included meals

Est. Total: \$1,538

The LAFCO FY Budget for 2021/2022 currently has \$6,700 in Training and Travel related accounts. This budget includes estimated expenses for staff to attend the Annual Conference and Staff Workshop held in the spring. If a Commission member is interested in attending, the Commission member budget includes \$2,064 for one member to attend.

Request

The Assistant Executive Officer requests LAFCO Commission authorization to attend the 2021 CALAFCO Conference and designate the LAFCO voting delegate.



Announcing The 2021 CALAFCO Annual Conference

Hosted by CALAFCO

October 6 - 8

Hyatt Regency, Newport Beach
Conveniently located near the John Wayne Airport



Highly Relevant & Diverse General & Breakout Session Topics

- The New Era: State of the State in terms of extreme water and fire issues, and what it means for LAFCo* (Wed)
- Looming pension liabilities (Thu)
- City/District funding and property tax agreements (Thu)
- Post-pandemic workforce best practices for hiring staff (Thu)
- Hot topic facilitated breakouts – two rounds (Thu)
- The “bilities” of water and the LAFCo connection: Availability, accessibility, and portability (along with quality and state mandates)* (Wed)
- Cyber Security threats to LAFCos and local agencies* (Fri)
- Annual CALAFCO Legislative Update* (Fri)
- CALAFCO Annual Business Meeting (for all CALAFCO members)* (Thu)

*Note: The Program is subject to change.
Indicates General Session

Special Highlights

LAFCo 101

An introduction to LAFCo and LAFCo law for Commissioners, Staff, and anyone interested in learning more about LAFCo

*Wednesday from
10:00 a.m. to Noon*

Special Thursday afternoon session:

Hot Topic Roundtables

Join us for a special kind of breakout session format: **topical roundtables**. Choose the topics that are of most interest to you and join the conversation. This is a chance to share issues, existing best practice solutions, and create new and innovation solutions. Each round of the two-round breakouts will be approx. 50 mins.

Topical list still being prepared and may include LAFCo indemnification, sea level rise, pandemic recovery, local fire issues, local water issues.

It's been 2 years since we've seen you...are you missing each other?

**We've Created
Invaluable Networking
Opportunities for Reconnection!**

- Regional Roundtable discussions on current regional LAFCo issues
- Extended roundtable discussion for LAFCo legal counsel
- Networking breakfasts and extended breaks
- Welcome Reception Wednesday
- Thursday Pre-dinner Reception & breaks with Sponsors
- Awards Banquet Thursday

**Hyatt Regency Newport Beach
at the John Wayne Airport**



Make your reservations now at the **Hyatt Regency** at the special CALAFCO rate of \$194 (excludes tax and fees). Special rates available 3 days pre- and post-conference on availability, includes in-room wifi and parking.

Reservation cutoff date is 9/6/21.

TO MAKE HOTEL RESERVATIONS, PLEASE VISIT: <https://www.hyatt.com/en-US/group-booking/SNARJ/G-CAL2> or call directly at 949-975-1234 and reference CALAFCO event.

Visit www.calafco.org for Conference details or call us at 916-442-6536.

**Mark your calendar and
plan to attend!**

**Registration is now open!
Visit www.calafco.org**



2021 ANNUAL CONFERENCE OCTOBER 6 - 8 IN NEWPORT BEACH REGISTRATION FORM

For Registration by Check

To pay with credit cards please visit www.calafco.org
REGISTRATION DEADLINE IS SEPTEMBER 17, 2021

LAFCo	
Received	
Check #	

CONFERENCE REGISTRATION RATES

	PAYMENT Received by August 31	PAYMENT Received after August 31	Amount Due
Member – Full Conference	\$520	\$560	
Non-member – Full Conference	\$620	\$660	
Guest/Spouse* – All Meals	\$270	\$300	
Guest/Spouse* – Wed Reception/Thu Banquet Only	\$155	\$200	
Member – One Day (<input type="checkbox"/> Wed or <input type="checkbox"/> Thur or <input type="checkbox"/> Fri)	\$350	\$370	
Non-Member – One Day (<input type="checkbox"/> Wed or <input type="checkbox"/> Thur or <input type="checkbox"/> Fri)	\$450	\$470	
LAFCo 101 (no charge for those with full conf. registration. \$40 for those just attending this session.)	\$40	\$40	
TOTAL REGISTRATION RATE DUE			\$

*Guests at meals must purchase their meal. Conference registration meals are non-transferrable to guests.

Payment must accompany registration. Early registration rate payments MUST be received by August 31 in order for that rate to apply. NO EXCEPTIONS. Please make checks payable to "CALAFCO."

Mail completed forms and payment to:

CALAFCO
1020 12th Street, Suite 222
Sacramento, CA 95814

Hotel Information: [Hyatt Regency Newport Beach](#) conveniently located at the [John Wayne Airport](#)

ROOMS STARTING AT \$194 PER NIGHT. CUT-OFF DATE IS SEPTEMBER 6, 2021. Special rate 3 days pre and post conference based on availability. Rate includes parking and excludes taxes.

TO MAKE HOTEL RESERVATIONS, PLEASE VISIT:
<https://www.hyatt.com/en-US/group-booking/SNARJ/G-CAL2> or call directly at 949-975-1234 and reference CALAFCO event.

CANCELLATION AND REFUND POLICY

1. Registrations are considered complete upon receipt of fees.
2. Cancellation requests made in writing and received by September 21, 2021 receive a 100% refund less \$25 handling fee and any transaction fees.
3. Credits are not issued for any cancellations.
4. Registration fees are transferable to another person not already registered provided the request is received in writing. Deadline to transfer registrations is September 30, 2021.
5. Registration fees for guests and special events are not transferable and are fully refundable (minus any transaction fees) if requests are made in writing and received by September 21, 2021 or if the special event is cancelled.
6. Cancellation requests must be made by e-mail the CALAFCO office.
7. Cancellation requests made after September 21, 2021 are not eligible for a refund.

Please submit one form for each person registering

FIRST NAME LAST NAME

NAME ON NAMETAG

LAFCO/ORGANIZATION POSITION

GUEST NAME (For guest/spouse registration)

MAILING ADDRESS

CITY ZIP

PHONE #

E-MAIL ADDRESS

EMERGENCY CONTACT NAME:

PHONE #

