

CALAVERAS LAFCO

Calaveras Local Agency Formation Commission

Agenda

**THE CALAVERAS COUNTY BOARD OF SUPERVISOR'S ROOM
891 MOUNTAIN RANCH ROAD
SAN ANDREAS, CA**

Regular Meeting Agenda

Monday – November 20, 2023 – 6:00 p.m.

In person meeting: Required for all Commissioners.

The complete agenda, including backup materials and materials related to items on this Agenda submitted to the Commission after distribution of the Agenda Packet, is available for public inspection on the Calaveras LAFCo website. Agenda materials are also available on the Calaveras LAFCO website at www.calaveraslafco.org

If members of the public wish to participate via Zoom you may do so.

Topic: Calaveras LAFCo

Time: Nov 20, 2023 06:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/88032308053?pwd=N3hHdGI5eHpmVTNZb1Y3TWVRvaHovUT09>

Meeting ID: 880 3230 8053

Passcode: 059789

One tap mobile

+16699006833,,88032308053#,,,,*059789# US (San Jose)

+16694449171,,88032308053#,,,,*059789# US

Dial by your location

• +1 669 900 6833 US (San Jose)

Meeting ID: 880 3230 8053

Passcode: 059789

LAFCO Office Located at: P.O. Box 2694 Granite Bay, CA 95746

Telephone: 707 592-7528

Email j.benoit4@icloud.com

6:00 PM Regular LAFCo Meeting Items:

Commissioners

Alternate Commissioners

Kirk Smith, Special District Member, Chair
Isabel Moncada, City Member, Vice Chair

Ralph Copeland, Public Member Alt.

Jennifer Herndon, City Member
Amanda Folendorf, County Member
Jack Garamendi, County Member
Tony Tyrrell, Special District Member
Anita Paque, Public Member

Alvin Broglio, City Member Alt.
Jon Dashner, Special Dist. Member Alt.
Gary Tofenalli, County Member Alt

Staff:

John Benoit, Executive Officer
Diane Severud, LAFCO Clerk
Michael Colantuono, LAFCO Counsel

1. Public Comment

This is the time set aside for citizens to address the Commission on any item of interest to the public that is within the subject matter jurisdiction of the Commission. For items that were on the agenda, public comment was heard when the item is discussed. If your comments concern an item that is noted as a public hearing, please address the Commission after the public hearing is opened for public testimony. The Chair reserves the right to limit each speaker to three (3) minutes. Please understand that by law, the Commission cannot make decisions on matters not on the agenda.

2. Consider minutes of September 18, 2023

a. Approve September 18, 2023 LAFCo Minutes

3. Consent Agenda:

a. Review and Authorize Claims for September and October 2023

4. Correspondence:

Workshop:

5. Workshop regarding the Service Review (MSR) and Sphere of Influence (SOI) for the Calaveras Resource Conservation District

a. Receive Executive Officer's report

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6. Discussion of the Calafco Annual Conference in Monterey

7. Retirement of Executive Officer Effective around June 30, 2024

- a) *Receive Report from the Executive Officer regarding alternatives*
- b) *Appoint an Ad-Hoc Recruitment Committee consisting of no more than 3 Commissioners to recruit for a new Executive Officer*

8. Executive Officer' s report

- a. *Upcoming Projects*
- b. *LAFCo regular meeting schedule for 2024*

9. Commissioners Reports

This item is placed on the agenda for Commissioners to discuss items and issues of concern to their constituency, LAFCO, and legislative matters

10. NEXT LAFCO MEETING will be: January 22, 2024 - 6:00 PM in San Andreas

The Commission may take action upon any item listed on the agenda. Unless otherwise noted, items may be taken up at any time during the meeting.

Any member appointed on behalf of local government shall represent the interests of the public as a whole and not solely the interest of the appointing authority Government Code Section 56325.1

Public Comment

Members of the public may address the Commission on items not appearing on the agenda, as well as any item that does appear on the agenda, subject to the following restrictions:

- Items not appearing on the agenda must be of interest to the public and within the Commission's subject matter jurisdiction.
- No action shall be taken on items not appearing on the agenda unless otherwise authorized by Government Code Section 54954.2 (known as the Brown Act, or California Open Meeting Law).

Public Hearings

Members of the public may address the Commission on any item appearing on the agenda as a Public Hearing. The Commission may limit any person's input to a specified time. Written statements may be submitted in lieu of or to supplement oral statements made during a public hearing.

Agenda Materials

Materials related to an item on this agenda will be available on the Calaveras LAFCO website as noted below to the extent practicable and subject to staff's ability to post the documents prior to the meeting.

Accessibility

The location of this meeting is wheelchair-accessible.

Disclosure & Disqualification Requirements

Any person or group of persons acting in concert who directly or indirectly contribute \$1,000 or more in support of or in opposition to a change of organization or reorganization that has been submitted to Calaveras LAFCO must comply with the disclosure requirements of the Political

Reform Act of 1974 applicable to local initiative measures to be submitted to the electorate. These requirements contain provisions for making disclosures of contributions and expenditures at specified intervals; they may be reviewed at Government Code §§56700.1 and 81000 *et seq.* Additional information about the requirements pertaining to local initiative measures to be presented to the electorate can be obtained by calling the Fair Political Practices Commission at (916) 322-5660. A LAFCO Commissioner must disqualify herself or himself from voting on an application involving an "entitlement for use" (such as an annexation or sphere amendment) if, within the last twelve months, the Commissioner has received \$250 or more in campaign contributions from the applicant, any financially interested person who actively supports or opposes the application, or an agency (such as an attorney, engineer, or planning consultant) representing the applicant or an interested party. The law (Government Code Section 84308) also requires any applicant or other participant in a LAFCO proceeding to disclose the contribution amount and name of the recipient Commissioner on the official record of the proceeding.

Contact LAFCO Staff at (209) 754-6511

LAFCO Webpage: www.calaveraslafco.org

Email LAFCO at: j.benoit4@icloud.com

CALAVERAS COUNTY
LOCAL AGENCY FORMATION COMMISSION
MINUTES
SEPTEMBER 18, 2023

Commissioners Present:

- Jennifer Herndon, City Member
- Jack Garamendi, County Member
- Amanda Folendorf, County Member
- Anita Paque, Public Member

Staff Present:

- John Benoit, Executive Officer
- Diane Severud, LAFCo Clerk

Public Present:

- Jessica Self, General Manager, Union Public Utility District
 - Noah Glanville, Member, Ebbetts Pass Veterans Memorial District
- Commissioner Herndon opened the meeting at 6:09 PM

1. Public Comment.
There were no comments.
2. Approval of July 17, 2023 Minutes.

Motion: Garamendi
 Second: Paque
 Ayes: Garamendi, Folendorf, Herndon, Garamendi, Paque
 Nays: None

THE MINUTES OF THE JULY 17, 2023 MEETING WERE APPROVED.

3. Consent Agenda: Authorize Claims for July and August 2023.

Motion: Folendorf

Second: Paque
Ayes: Garamendi, Folendorf, Herndon, Garamendi, Paque
Nays: None

THE CONSENT AGENDA WAS APPROVED.

4. Correspondence.
No correspondence was discussed.

5. Public Hearing regarding the Service Review (MSR) and Sphere of Influence (SOI) for the Union Public Utility District.
 - a. Receive Executive Officer's Report
Mr. Benoit reported there have been no changes since the review at the July meeting.

 - b. Commissioner Herndon opened the Public Hearing at 6:15 pm.
There were no comments.
Commissioner Herndon closed at 6:16 pm.

 - c. Consider LAFCo Resolution 2023-0004 adopting a Service Review for services provided by the Union Public Utility District.

Motion: Paque
Second: Folendorf
Ayes: Garamendi, Folendorf, Herndon, Garamendi, Paque
Nays: None

ADOPTION OF LAFCO RESOLUTION 2023-0004 ADOPTING A SERVICE REVIEW FOR SERVICES PROVIDED BY THE UNION PUBLIC UTILITY DISTRICT.

- d. Consider LAFCo Resolution 2023-0005 adopting a Sphere of Influence Update for the Union Public Utility District.

Motion: Paque
Second: Herndon
Ayes: Garamendi, Folendorf, Herndon, Garamendi, Paque
Nays: None

ADOPTION OF LAFCO RESOLUTION 2023-0005 ADOPTING A SPHERE OF INFLUENCE UPDATE FOR THE UNION PUBLIC UTILITY DISTRICT.

6. New LAFCo Website

Mr. Benoit provided a status report regarding the update of the website. It has now been completed by Streamline and will monitor to ensure compliance with state law, ADA compliance, and all other compliance points. The company is based in Sacramento. Everything from the old website has migrated to the new one. He added that Union Public Utility District, Mark Twain Health Care District and Calaveras Public Utility District use Streamline for their websites, as well.

7. Executive Officer' s Report

a. Upcoming Projects

Mr. Benoit reported that the Municipal Service Review for the Resource Conservation District is coming for review soon. He spoke with their Board, which has a lot of enthusiasm, and they have partners, as many do. They have many things happening, including grants. He commented that most RCDs do not usually have any revenue sources, but this one is leasing out office space to others and have income there. He continued that he met with the City staff for their MSR update and with the assistance of Larkin Feiler, he will work with Rebecca Callen. It will probably come for review after January 2024.

b. CaLAFCo Conference October 17-20, 2023.

Mr. Benoit reminded everyone that the last day for a refund is September 29 and October 9 is the "use it or lose it" date for registrations. He stated that along with himself, Commissioners Paque, Tyrell, Herndon and Dashner will be attending. Ms. Severud will be attending to assist CaLAFCo.

8. Commissioners Reports

Commissioner Herndon announced that City Councilmember Tiscornia has vacated her seat. At the next meeting, the City will Council will be discussing the process to fill the seat.

Commissioner Herndon adjourned the meeting at 6:30 PM.

NEXT LAFCO MEETING: November 20, 2023 - 6:00 PM in San Andreas

DATE APPROVED:

Kirk Smith, Chair

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CALAVERAS LAFCO

LAFCO CLAIM AUTHORIZATION FORM

for

September and October 2023

Authorize payment of the following claims:

FY 2023-2024 Expenses

Sept 18, 2023	Commissioner Stipends 7.17.23	\$ 400.00
October 1, 2023	Staff Svcs September 2023	\$ 4,050.94
Nov 1, 2023	Staff Svcs October 2023	\$ 3,878.64
Nov 1, 2023	Conf Reimb Herndon	\$ 550.38
Nov 1, 2023	Conf Reimb Tyrrell	\$ 1,377.03
Nov 1, 2023	Calafco -AP Mobile Workshop	\$ 75.00
	TOTAL	\$ 10,331.99

DATED: November 20, 2023

APPROVED: November 20, 2023

Kirk Smith, Chair or Isabel Moncada, Vice-Chair
Calaveras Local Agency Formation Commission

Attest:

John Benoit
Executive Officer

Account Number	Item	Comm Stipends	Insurance	Communication	Memberships	SenOfficeExp	Postage	copies	MSR	SOI	Ex. OFF. Svcs	City Fin Charge	Lgl Notices
		62001	62050	62051	62052	62053	62054	62055	62057	62058	62059	62060	62061
Total Budgeted		\$ 6,600.00	\$ 2,919.00	\$ 800.00	\$ 2,336.60	\$ 350.00	\$ 500.00	\$ 1,500.00	\$ 25,000.00	\$ 20,000.00	\$ 47,000.00	\$ 3,600.00	\$ 500.00
Calafco dues 23-24					\$ (1,837.00)								
SDRMA Insurance 23-24			\$ (2,807.81)										
CALAFco Registration 2023 (4)				\$ (71.42)		\$ (32.20)					\$ (4,835.42)		
Staff SVCS July 2023													
July 17, 2023 stipend		\$ (600.00)											
Streamline Website FY 23-24													
Staff Svcs Aug 2023													
Streamline Website Migration													
Valley Springs News UPUD MSR and SOI													
Payroll 9.18.2023 Calav Lafco		\$ (400.00)											
Staff SVCS Sept 2023													
Staff Svcs Oct 2023													
Jennifer Herndon Exp Calafco													
Tony Tyrrell Calafco Cont Reimb													
Calafco Anita Paque Mobile Wksho													\$ (16.50)

TOTAL EXPENDED		\$ 5,600.00	\$ 111.19	\$ 509.18	\$ 499.60	\$ 317.80	\$ 500.00	\$ 1,450.00	\$ 22,000.00	\$ 20,000.00	\$ 33,306.76	\$ 3,600.00	\$ 483.50
TOTAL REMAINING													

CALAVERAS LAFCO

2024 Commission Regular Meeting Schedule

6:00 p.m.

Board of Supervisors Chambers, Government Center
891 Mountain Ranch Road
San Andreas, California

January 22nd

*(note: January 15th
is Martin Luther King Day)*

July 15th

March 18th

September 16th

May 20th

November 18th

Unless otherwise provided by resolution of the Commission, regular meetings of the Commission are scheduled for the **third Monday** of every other month at 6:00 p.m. in the Board of Supervisors' Chambers, 891 Mountain Ranch Road, Government Center, San Andreas, California. **Regular meetings are scheduled during the months of January, March, May, July, September, and November. Alternate meeting months in which a LAFCo meeting may be scheduled are: February, April, June, August, October, and December.** In the event of a scheduled holiday, the regular meeting shall be held at the same place upon the first succeeding Monday which is not a holiday, commencing at the same hour, in which event all hearings, applications, petitions and other matters before the Commission are continued to the same hour of the next succeeding day which is not a holiday. The Commission may, at its own discretion, meet at a different time or place from time to time, provided that public notice of such time and place is given in accordance with the Ralph M. Brown Act, Government Code Section 54954 et seq. and applicable provisions of the LAFCo Act.