

**Calaveras Local Agency Formation Commission**

**Regular Meeting Agenda**

**Monday – July 16, 2018 – 6:00 p.m.**

---

**Calaveras County Board of Supervisors Chambers  
County Administrative Center  
San Andreas**

---

**6:00 PM Regular LAFCo Meeting Items:**

**1. Call to Order/Pledge of Allegiance/Roll Call**

**Commissioners**

Anita Paque, Chair, Public Member

Linda Hermann, City Member

Amanda Folendorf, City Member

Gary Tofanelli, County Member

Michael Oliveira, County Member

Tony Tyrrell, Vice-Chair Special District Member

John Lavaroni, Special District Member

Roark Weber, Public Member Alt.

Dennis Mills, County Member Alt.

Joseph Oliveira, City Member Alt.

Jon Dashner, Special Dist. Member Alt.

**Staff:**

John Benoit, Executive Officer

Nancy Mees, LAFCO Clerk

Michael Colantuono, LAFCO Counsel

**2. Approval of Agenda (Deletions/Additions)**

**3. *Consider minutes of May 21, 2018***

*a. Approve May 21, 2018 LAFCo Minutes*

**4. Consent Agenda:**

*a. Review and Authorize Claims for May and June 2018*

**5. Discussion regarding Calaveras County Draft General Plan EIR**

- a. *Receive Executive Officer's report and consider comment letter on the Draft EIR*

**OTHER ITEMS:**

**6. Authorize Staff and Commissioners to attend the CALAFCo annual conference at the Tenaya Lodge near Yosemite October 3-5, 2018.**

- a. *Authorize staff and commissioners to attend the CALAFCo Annual Conference October 3-5, 2018.*

**7. CALAFCo Achievement Awards 2018 (due August 1, 2018)**

- a. *Consider a nomination for a CALAFCo achievement award*

**8. Consider nomination for the CALAFCo Board of Directors (due Sept 4, 2018): County Member or District Member**

- a. *Consider a nomination of a County Member or a District Member to the CALAFCo Board of Directors*

**9. Designate LAFCo member or staff to vote on behalf of Calaveras LAFCo at the Calafco Annual Conference**

- a. *Designate voting member to represent Calaveras LAFCo at the CALAFCo Annual Conference.*

**10. Executive Officer' s report**

*Current and Anticipated Projects  
Water and Wastewater Service Reviews and Sphere of Influence - ongoing  
Community Services District Service Reviews and Sphere of Influence- ongoing  
RCD MSR and SOI?*

**11. 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

**12. 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.

**13. Adjourn to Regular meeting of September 17<sup>th</sup> 2018 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](http://www.calaveraslafco.org)

Email LAFCO at: [johnbenoit@surewest.net](mailto:johnbenoit@surewest.net)

**Calaveras Local Agency Formation Commission**  
**Regular Meeting Minutes – Monday, May 21, 2018**

1. **Call to Order/Pledge of Allegiance/Roll Call** – Order was called by Chair M. Oliveira at 6:04 p.m., on Monday, May 21, 2018, in the Calaveras County Board of Supervisors Chambers, County Administrative Center, San Andreas, California.

**Commissioners Present**

Michael Oliveira, Chair, County Member  
Anita Paque, Vice Chair, Public Member  
Amanda Folendorf, City Member  
Gary Tofanelli, County Member  
Linda Hermann, City Member  
John Dashner, Special Dist. Mem. Alt.

**Commissioners Absent**

John Lavaroni, Special Dist. Member  
Dennis Mills, County Member Alt.  
Roark Weber, Public Member Alt.  
Tony Tyrrell, Special Dist. Member  
Joseph Oliveira, City Member Alt.

**Staff Present**

John Benoit, Executive Officer  
Nancy Mees, LAFCO Clerk

**Others Present**

2. **Election of Chair and Vice-Chair per Section 4.6 of LAFCo's Bylaws:**

*a. Election of Chair (public member)*

**MOTION** by Commissioner Tofanelli to elect Anita Paque as Chair, second by Commissioner Folendorf. Motion passed 6 yes, 0 no, 1 absent, 0 abstention.

Commissioner Paque took the gavel from Chair M. Oliveira.

*b. Election of Vice-Chair (Special District)*

Commissioner Tofanelli thanked Commissioner M. Oliveira for his leadership this past year.

**MOTION** by Commissioner Tofanelli to elect Tony Tyrrell as Vice-Chair, second by Commissioner M. Oliveira. Motion passed 6 yes, 0 no, 1 absent, 0 abstention.

Commissioner Tofanelli suggested that Chair Paque notify Commissioner Tyrrell of his election.

3. **Approval of Agenda:**

Executive Officer Benoit stated that he had one item regarding support letters for pending legislation. Commissioner Tofanelli responded that under the Brown Act, the Commission may not vote on anything added to the agenda without prior notice unless it was an

emergency. Mr. Benoit could, however, present the information for direction from the Commission, with the Commission ratifying any letters at the next meeting.

**MOTION** by Commissioner Tofanelli to approve the Agenda with the one addition, second by Commissioner Folendorf. Motion passed 6 yes, 0 no, 1 absent, 0 abstention.

**4. Consider Minutes from the March 19, 2018, LAFCo meeting:**

**MOTION** by Commissioner Tofanelli to approve the Minutes as presented, second by Commissioner Folendorf. Motion passed 5 yes, 0 no, 1 absent, 1 abstention.

**5. Consent Agenda:**

*a. Review and Authorize Claims for March and April 2018.*

**MOTION** by Commissioner Folendorf to approve the Consent Agenda and Claims for March and April 2018 as presented, second by Commissioner Hermann. Motion passed 6 yes, 0 no, 1 absent, 0 abstention.

**6. Public Hearing – Final Fiscal Year 2018-2019 LAFCo Budget:**

Executive Officer Benoit briefly reviewed the EO Memo and Budget spreadsheet contained in the packet, noting that it was exactly the same as the Proposed Budget that was approved at the previous Commission meeting.

Mr. Benoit reported that the annual CALAFCO conference will be held October 3-5 at the Tenaya Lodge, and that he would appreciate a straw poll by July of who would like to attend. Mr. Benoit estimates that it will cost approximately \$1,500 per person to attend. Commissioner Tofanelli asked whether CALAFCO would pay for Chair Paque's attendance as she will be the conference chair. Mr. Benoit replied in the negative, explaining that it was not CALAFCO's policy to pay for anyone's attendance.

Chair Paque opened the Public Hearing. There being no comment from the audience, she closed the Hearing.

**MOTION** by Commissioner Dashner to approve Resolution 2018-0004 adopting the 2018-2019 Final Budget as presented, second by Commissioner M. Oliveira. Motion passed 6 yes, 0 no, 1 absent, 0 abstention.

**7. Letters of Support for AB 3254 and AB 2258**

*a. AB 3254 CALAFCO Omnibus Bill*

*b. AB 2258 Special Funding for LAFCos*

Executive Officer Benoit reported that this bill would institute a five-year program of funding, and Mr. Benoit wants to ensure that Calaveras gets a share if a major consolidation or reorganization is needed during that period. So far, 30 LAFCos have sent letters of support, but CALAFCO is seeking more. Mr. Benoit stated that

he feels Calaveras LAFCo should be more involved in supporting or protesting legislation that affects LAFCOs.

Chair Paque added that, unfortunately, the Special Districts Association is not supporting this bill because of the low percentage required to prevent a dissolution during a protest proceeding. This bill raises the percentage to 25%, but only for the five-year period, so the Special Districts Association is against it. Therefore, if more special districts would support the bill, it would be helpful. The support of counties and cities is also important.

#### **8. Review of CALAFCO Staff Workshop – April 11, 2018-April 13, 2018**

Executive Officer Benoit reported that this year's conference was good. During one of the sessions, an annexation of North Richmond was discussed, and Mr. Benoit felt the important lessons from this case study were: (1) when doing an annexation, it is important to feel out the affected community before starting; (2) the citizens need to be informed of how they will be affected fiscally, so a Fiscal Analysis should be done before the action even comes to LAFCo; and (3) the citizens also need to be educated on the annexation process.

Another session dealt with the Board of Equalization. Mr. Benoit reported that they stated that the BOE is trying to relax its mapping standards, but as of yet there are no new rules. In addition, there are conflicting laws on whether the maps need to be drawn by a licensed surveyor. There are also differences of opinion as to whether the documents sent to the BOE should contain a legal or a geographical description.

In a session on CEQA, it was noted that whenever an exemption is used, a finding must be made as to whether or not there are unusual circumstances.

Mr. Benoit also reported briefly on the P3 Water Summit at which he was a speaker. Several case studies were discussed, including the crisis in Flint, Michigan, which is the case which has brought water quality issues to the forefront.

#### **9. Executive Officer's Report:**

Executive Officer Benoit handed out three sample letters of support, one for SB 929, one for AB2238, and one for AB 2268. He reported that SB 929 would require special districts to have a website. He believes this provides a very easy way for districts to get information out to the public, and added that there is an exemption for small districts. Chair Paque commented that means of providing hosting for smaller districts is also being looked at.

AB 2238 would add the factors of fire hazard areas and local hazard mitigation plans into the factors to be considered during an annexation proceeding. AB 2268 would restore VLF funding to cities annexing an inhabited area. Some counties, however, are against this bill

because they believe they will lose money to the city doing the annexation. Chair Paque commented that this would not be the case due to how population would be calculated.

Mr. Benoit then asked for a roll call as to whether each Commissioner supported any or all of these bills.

Commissioner Dashner – supports all three.

Commissioner M. Oliveira – supports all three.

Commissioner M. Tofanelli – supports all three.

Commissioner Folendorf – supports all three.

Chair Paque – supports all three.

Commissioner Hermann – supports all three.

Chair Paque will sign the letters, and Chief Executive Officer Benoit will place them on the next agenda for Commission ratification.

*700 Forms were due April 2<sup>nd</sup>.*

*Water and Wastewater Service Reviews and Spheres of Influence:* Executive Officer Benoit is working with several districts.

*Community Services District Service Reviews and Sphere of Influence – July meeting, RCD MSR and SOI :* Executive Officer Benoit reported that this is in progress, but he needs a response from RCD.

There may also be an annexation to UPUD pending, as well as one to Murphy's Sanitary District.

Mr. Benoit also informed the Commission that CALAFCO is seeking nominations for awards and positions on their Board. Commissioner Alternates are eligible for both. Commissioner Tofanelli requested that a list of the award categories be emailed to the Commissioners, and Mr. Benoit replied that he would do so. The deadline for nominations is August 3.

#### **10. Commissioners Reports:**

Commissioner Tofanelli reported that the County is working with OES to set up a program for available resources being designated early on during a fire, and that they are also working with CALFire.

Commissioner M. Oliveira reported that the State Legislature is working on the problem of insurance cancellations in rural areas due to potential fire danger. There are also issues involving legislation regarding buildings being within 30 feet of property lines and building requirements for storage boxes, both of which are causing difficulties that will need to be

addressed.

Commissioner Folendorf reported that Angels Camp is also working with the County and the fire chiefs regarding fire issues. She further stated that a proposed increase in the sales tax will be on the November ballot.

Commissioner Dashner reported that the fire district just purchased a new ambulance.

**11. Public Comment:**

There was no public comment.

**12. Adjournment:**

Meeting was adjourned at 7:17 p.m. The next regular meeting will be Monday, July 16, 2018, at 6:00 p.m., in San Andreas.

Minutes submitted by Nancy Mees.

**DATED:**

\_\_\_\_\_

**APPROVED:**

\_\_\_\_\_

---

Michael Oliveira, Chair, or Anita Paque, Vice  
Chair, Calaveras Local Agency Formation



# CALAVERAS LAFCO

## LAFCO CLAIM AUTHORIZATION FORM

for

May and June 2018

Authorize payment of the following claims:

<u>Date of Claim</u>	<u>Description</u>	<u>Amount</u>
<b>FY 2017-2018 Expenses:</b>		
June 1, 2018	Staff SVCS for May 2018	\$ 4,199.24
June 1, 2018	MSR and SOI update water and wastewater	\$ 2,962.50
May 21, 2018	Comm Payroll May 21, 2018	\$ 300.00
July 1, 2018	Staff Svcs June 2018	\$ 2,555.45
July 1, 2018	MSR and SOI update	\$ 1,500.00
	<b>TOTAL May and June 2018</b>	<b>\$ 11,712.46</b>

**FY 2018-2019 Expenses:**

July 1, 2018	Calafco Dues FY 18-19	\$ 925.00
July 1, 2018	SDRMA Liability Insurance FY 18-19	\$ 1,198.00
July 1, 2018	CALAFCo Registrations Tyrrell, Paque & Dashner	\$ 1,560.00
July 1, 2018	Dashner 1 night Conf. lodging Deposit Reimb	\$ 194.25
	<b>TOTAL:</b>	<b>\$ 3,877.25</b>

DATED: July 16, 2018

APPROVED: July 16, 2018

\_\_\_\_\_  
Anita Paque, Chair or Tony Tyrrell, Vice-Chair  
Calaveras Local Agency Formation Commission

Attest:

\_\_\_\_\_  
John Benoit  
Executive Officer

Item	Account Number	Comm Stipends	Insurance	Communications	Memberships	GenOfficeExp	Postage	copies	Fire&EHSSOI	W & WWSOI	Ex. OFF. Svcs	City Fin Charge
		62001	62050	62051	62052	62053	62054	62055	62057	62058	62059	62060
	Total Budgeted	\$ 6,600.00	\$ 1,623.60	\$ 800.00	\$ 899.00	\$ 350.00	\$ 500.00	\$ 1,500.00	\$ 25,000.00	\$ 20,000.00	\$ 42,500.00	\$ 3,600.00
	Calafco dues 17-18				\$ (899.00)							
	SPRMA Insurance 17-18		\$ (1,713.00)									
	Comm Payroll 7.17.2017	\$ (400.00)										
	Calafco Conf. registrations											
	Staff SVCS July 2017			\$ (41.62)		\$ (43.35)	\$ (15.68)	\$ (136.90)	\$ (2,000.00)	\$ (2,575.00)		
	Staff SVCS August 2017			\$ (60.27)					\$ (3,075.00)	\$ (3,600.00)		
	Staff SVCS Sept. 2017			\$ (41.61)		\$	\$ (9.66)	\$ (91.30)	\$ (2,500.00)	\$ (1,437.50)		
	Staff SVCS Oct 2017			\$ (41.65)				\$ (10.00)	\$ (2,325.00)			
	Comm Stipend Sept 14, 2017	\$ (350.00)										
	Reimb fm CALAFco for Tyrrell Conf											
	Comm Stipend for November 20th, 17	\$ 400.00										
	Staff SVCS November 2017			\$ (41.68)		\$	\$ (10.43)	\$ (50.10)	\$ (1,000.00)	\$ (2,112.50)		
	Calafco Reimb DCS Inv 2017-Con108											
	Staff SVCS December 2017			\$ (43.63)				\$ (10.00)		\$ (3,150.00)		
	Valley Springs News -SCCSD Legal											
	BOS Gary Tofanelli Conf. Costs											
	Amanda Folendorf conf reimbursement											
	Comm Payroll 1.10.18	\$ (400.00)										
	Staff SVCS January 2018			\$ (43.14)		\$ (20.00)	\$ (8.40)	\$ (29.20)	\$ (4,500.00)	\$ (3,645.00)		
	Staff SVCS February 2018			\$ (42.83)	\$ (500.00)					\$ (1,912.50)		
	CSDA dues 17-18											
	Valley Springs News Pro18-19 Bud Legal											
	Comm Payroll 3.19.2018	\$ (450.00)										
	Staff SVCS March 2018			\$ (42.88)				\$ (10.00)		\$ (3,712.50)		
	Staff SVCS April 2018			\$ (47.63)		\$	\$ (4.00)	\$ (5.00)		\$ (3,618.75)		
	Notice Final 18-19 BudgetVS news #2448											
	Comm Payroll 5.21.18	\$ (300.00)										
	Staff SVCS May 18			\$ (47.55)		\$ (54.72)	\$ (31.06)	\$ (114.50)	\$ (2,962.50)	\$ (3,975.00)		
	Staff SVCS June 2018			\$ (42.95)					\$ (1,500.00)	\$ (2,512.50)		
TOTAL EXPENDED		\$ (3,500.00)	\$ (1,713.00)	\$ (537.44)	\$ (1,399.00)	\$ (116.07)	\$ (78.23)	\$ (457.00)	\$ (19,862.50)	\$ (32,251.25)	\$	\$
TOTAL REMAINING		\$ 5,100.00	\$ (89.40)	\$ 262.56	\$ (500.00)	\$ 231.93	\$ 420.77	\$ 1,043.00	\$ 25,000.00	\$ 137.50	\$ 10,248.75	\$ 3,600.00

[illegible]

**Calaveras Local Agency Formation Commission**  
**John Benoit, Executive Officer**  
**P.O Box 2694 Granite Bay, Calif 95746**  
**(209) 754-6511 [johnbenoit@surewest.net](mailto:johnbenoit@surewest.net)**

July 18, 2018

Calaveras County Department of Planning and Building  
Peter Maurer, Director of Planning and Building  
891 Mountain Ranch Road  
San Andreas, CA 95249

Attn: Peter Maurer, Planning Director

**SUBJECT: Response for the County of Calaveras General Plan Draft  
Environmental Impact Report (DEIR)**

Dear Mr. Maurer,

Thank you for informing LAFCo about the DEIR for the County's General Plan. It is the policy of Calaveras LAFCo to actively participate in the development of Environmental Documents where LAFCo is or may be a Responsible Agency as required in Section 15096 of the CEQA guidelines or in this case, when the County is preparing a General Plan. LAFCo is concerned with the orderly provision of urban services throughout the County and that the services required for any subsequent development be provided by an established service provider to the extent feasible and that the service provider has and maintains adequate funding for the services provided.

As you are aware, LAFCo continues its effort to prepare Municipal Service Reviews and Spheres of Influence throughout the County as required by state law. If feasible, LAFCo intends to use the County's General Plan EIR as its environmental document for upcoming Sphere of Influence updates rather than preparing a new environmental document each time LAFCo adopts an updated Sphere of Influence. Please provide language in the "Purposes and of the EIR" section of the DEIR that LAFCO will be using the final EIR for upcoming Sphere of Influence updates. Likewise, other agencies such as the local Air Pollution Control Agency and the Transportation Commission may use the EIR in their role as a responsible agency. Note that there should be a discussion of LAFCo under the regulatory context section (4.9.3) on page 4.9-2 of the DEIR.

Depending upon the ability of a service district to provide services (as well as other factors) a Sphere of Influence update to include the territory in the General Plan map attached in the DEIR may not be feasible in the near term. The environmental documentation needs to also disclose any potential environmental impacts associated with a larger or updated Sphere of Influence. Of particular importance to LAFCO is a service district's ability to provide water and wastewater services. These areas should be thoroughly discussed to the extent feasible in the EIR. Since this is a programmatic EIR, LAFCO may wish to prepare a supplemental document should additional

environmental documentation be required at the time LAFCO updates various Spheres of Influence.

LAFCo has comments regarding the following.

**Resource Production:**

Impact 4.2.1 Impacts related to conversion of Prime Farmland and no mitigation measures are found feasible. The county may wish to establish a mitigation measure whereby 1 for 2-acre (or adopt another formula) for land conservation easements as a mitigation measure.

LAFCo prepared numerous comments regarding the Resource Conservation Element (RCE) in a memo dated March 2, 2016. These comments were not included in the final draft RCE. Please add these to the EIR as mitigation as follows;

- a. *Require a 300 to 500 foot buffer (on lands within the development project) from the boundary of an adjacent agricultural use. When the buffer is not feasible, require an easement as suggested in (c) below.*
- b. *Require a combination of a lesser buffer, tall masonry fencing and tree planting along the boundary to mitigate impacts of noise, dust, trespass, and pesticide/herbicide overspray. Such a proposal must be supported by the Farm Bureau, County Agricultural Commissioner or other recognized authority as adequate to mitigate impacts.*
- c. *Require agricultural land mitigation agreements through the purchase of agricultural easements with a 1 to 2-acre conversion ratio on lands having equal agricultural value and risk of conversion as the lands proposed to be converted from agricultural to urban uses.*
- d. *Alternatively, the County could consider a trigger mechanism or threshold to know when an agricultural conversion mitigation program is needed. e.g. the following: "If agricultural land conversion rates increase significantly, the Board of Supervisors shall consider the adoption of a farmland conversion mitigation program".*

**Land Use:**

While the County amended its former policy as follows:

**"LU 5.3** Provide comprehensive, coordinated planning with the City of Angels Camp and within the City of Angels Camp Sphere of Influence to ensure that land use and development proposals considered by the City do not conflict with long-term plans of the County and vice versa"

**TO:**

“LU 6.3 Provide coordinated planning with the City of Angels Camp and within the City of Angels Camp Sphere of Influence to coordinate the effective provision of infrastructure and services”.

Neither policy is sufficient to prohibit inefficient and unordered growth and development and suggests the policy expressed by LAFCo in its March 2, 2016 letter, as follows

*“Within the Sphere of Influence (as defined in Gov. Code. Section 56076) of the City of Angels Camp, any development proposals and entitlements shall first be referred to the City for possible annexation and development within the City.*

Adoption of this policy or a mitigation measure would go far to ensure efficient and orderly development within the City's Sphere of Influence by perhaps requiring development to be permitted by the City rather than the County in its sphere area.

Public Services:

Page 4.12.27 The Utica Power Authority (UPA) has a new name: the Utica Water and Power Agency (UWPA).

General Comment: LAFCo has been in the process of updating Spheres of Influence for Water and Wastewater Agencies continuously since the adoption of the Municipal Service Review (MSR) in 2012, the latest being the Calaveras County Water District Sphere which was updated in July 2017. LAFCo is also currently In the process of updating information from the 2012 Water and Wastewater MSR. LAFCo has also been continuously updating MSR information for County Service Areas, Community Services Districts and the Mark Twain Healthcare District

Thank you for the opportunity to comment. Please forward a copy of the final GPEIR to LAFCO.

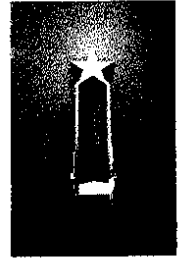
Sincerely,

John Benoit  
Executive Officer, Local Agency Formation Commission

**Date:** 25 May, 2018

**To:** LAFCo Commissioners and Staff  
CALAFCO Members  
Other Interested Organizations

CALAFCO  
2018  
AWARDS



**From:** CALAFCO Achievement Awards Committee

**Subject:** 2018 CALAFCO Achievement Award Nominations

Each year, CALAFCO recognizes outstanding achievements by dedicated and committed individuals and/or organizations from throughout the state at the Annual Conference Achievement Awards Ceremony.

Recognizing individual and organizational achievements is an important responsibility. It provides visible recognition and support to those who go above and beyond in their work to advance the principles and goals of the Cortese-Knox-Hertzberg Act. We invite you to use this opportunity to nominate the individuals and organizations you feel deserve this important recognition. *Please carefully review the nomination instructions and note the form has changed with the addition of a new section.*

To make a nomination, please use the following procedure:

1. Nominations may be made by an individual, a LAFCo, a CALAFCO Associate Member, or any other organization. There is no limit to the number of nominations you can submit.
2. Please use a separate form (attached) for each nomination. Nominations must be submitted with a completed nomination form. The form is your opportunity to highlight the most important points of your nomination.
3. Nominations must be limited to no more than 1500 words or 3 pages in length maximum. You are encouraged to write them in a clear, concise and understandable manner. If the Awards Committee members require additional information, you will be contacted with that request. Any nomination received that exceeds this amount will be returned.
4. All supporting information (e.g. reports, news articles, etc.) must be submitted with the nomination. Limit supporting documentation to no more than 5 pages. If the Awards Committee members require additional information, you will be contacted with that request. Any nomination received that exceeds this amount will be returned.
5. All nomination materials must be submitted at one time and must be received by the deadline. Electronic submittals are encouraged.
6. **Nominations and supporting materials must be received no later than 5:00 p.m., Friday, August 3, 2018.** Send nominations via e-mail, or U.S. mail to:

Stephen Lucas, CALAFCO Executive Officer  
c/o Butte LAFCo  
1453 Downer Street, Suite C  
Oroville, CA 95965  
slucas@calafco.org

Members of the 2018 CALAFCO Board of Directors Awards Committee are:

Mike Kelley, Committee Chair (Imperial LAFCo, Southern Region)  
Cheryl Brothers (Orange LAFCo, Southern Region)  
Debra Lake (Humboldt LAFCo, Northern Region)  
Margie Mohler (Napa LAFCo, Coastal Region)  
Anita Paque (Calaveras LAFCo, Central Region)

mkelley@calafco.org  
cbrothers@calafco.org  
dlake@calafco.org  
mmohler@calafco.org  
apaque@calafco.org

Please contact Steve Lucas, CALAFCO Executive Officer, at slucas@calafco.org or (530) 538-7784 with any questions. A list of the previous Achievement Award recipients is attached to this announcement.



## 2018 Achievement Award Nominations

### CALAFCO ACHIEVEMENT AWARD CATEGORIES

CALAFCO recognizes excellence within the LAFCo community and the full membership by presenting the *Achievement Awards* at the CALAFCO Annual Conference. Nominations are being accepted until *Friday, August 3, 2018* in the following categories:

<b>Outstanding CALAFCO Member</b>	Recognizes a CALAFCO Board Member or staff person who has provided exemplary service during the past year.
<b>Distinguished Service Award</b>	Given to a member of the LAFCo community to recognize long-term service by an individual.
<b>Most Effective Commission</b>	Presented to an individual Commission to recognize innovation, streamlining, and/or initiative in implementing LAFCo programs; may also be presented to multiple Commissions for joint efforts.
<b>Outstanding Commissioner</b>	Presented to an individual Commissioner for extraordinary service to his or her Commission.
<b>Outstanding LAFCo Professional</b>	Recognizes an Executive Officer, Staff Analyst, or Legal Counsel for exemplary service during the past year.
<b>Outstanding LAFCo Clerk</b>	Recognizes a LAFCo Clerk for exemplary service during the past year.
<b>Outstanding CALAFCO Associate Member</b>	Presented to an active CALAFCO Associate Member (person or agency) that has advanced or promoted the cause of LAFCos by consistently producing distinguished work that upholds the mission and goals of LAFCos, and has helped elevate the roles and mission of LAFCos through its work. Recipient consistently demonstrates a collaborative approach to LAFCo stakeholder engagement.
<b>Project of the Year</b>	Recognition for a project-specific program that involved complex staff analysis, community involvement, or an outstanding solution.
<b>Government Leadership Award</b>	Presented to a decision-making body at the city, county, special district, regional or state level which has furthered good government efforts in California.
<b>Legislator of the Year</b>	Presented to a member of the California State Senate or Assembly in recognition of leadership and valued contributions in support of LAFCo goals. Selected by CALAFCO Board.
<b>Mike Gotch Courage and Innovation In Local Government Award</b>	Presented to an individual who has taken extraordinary steps to improve and innovate local government. This award is named for Mike Gotch: former Assembly Member, LAFCo Executive Officer and CALAFCO Executive Director responsible for much of the foundations of LAFCo law and CALAFCO. He is remembered as a source of great inspiration for staff and legislators from throughout the state.
<b>Lifetime Achievement Award</b>	Recognizes any individual who has made extraordinary contributions to the LAFCo community in terms of longevity of service, exemplary advocacy of LAFCo-related legislation, proven leadership in approaching a particular issue or issues, and/or demonstrated support in innovative and creative ways of the goals of LAFCos throughout California. At a minimum, the individual should be involved in the LAFCo community for at least ten years.



May 25, 2018

**To:** Local Agency Formation Commission  
Members and Alternate Members

**From:** Bill Kirby, Committee Chair  
CALAFCO Board Election Committee  
CALAFCO Board of Directors



**RE: Nominations for 2018/2019 CALAFCO Board of Directors**

Nominations are now open for the fall elections of the CALAFCO Board of Directors. Serving on the CALAFCO Board is a unique opportunity to work with other commissioners throughout the state on legislative, fiscal and operational issues that affect us all. The Board meets four to five times each year at alternate sites around the state. Any LAFCo commissioner or alternate commissioner is eligible to run for a Board seat.

CALAFCO's Election Committee is accepting nominations for the following seats on the CALAFCO Board of Directors:

**Northern Region**

City Member  
Public Member

**Central Region**

County Member  
District Member

**Coastal Region**

County Member  
District Member

**Southern Region**

City Member  
Public Member

The election will be conducted during Regional Caucuses at the CALAFCO Annual Conference prior to the Annual Membership Meeting on Thursday, October 4, 2018 at the Tenaya Lodge in Yosemite, CA.

Please inform your Commission that the CALAFCO Election Committee is accepting nominations for the above-cited seats until **Tuesday, September 4, 2018.**

Incumbents are eligible to run for another term. Nominations received by September 4 will be included in the Election Committee's Report and will be on the ballot. The Report will be distributed to LAFCo members no later than September 20 and ballots made available to Voting Delegates at the Annual Conference. Nominations received after this date will be returned; however, nominations will be permitted from the floor during the Regional Caucuses or during at-large elections, if required, at the Annual Membership Meeting.

For those member LAFCos who cannot send a representative to the Annual Meeting an electronic ballot will be made available if requested in advance. The ballot request must be made no later than Tuesday, September 4, 2018. Completed absentee ballots must be returned by September 28, 2018.

***Should your Commission nominate a candidate, the Chair of your Commission must complete the attached Nomination Form and the Candidate's Resume Form, or provide the specified information in another format other than a resume. Commissions may also include a letter of recommendation or resolution in support of their nominee.***