

Calaveras Local Agency Formation Commission

Regular Meeting Agenda

MONDAY – July 20, 2015 – 6:00 p.m.
at the

**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

Bert Sobon, City Member

Amanda Folendorf, City Member

Cliff Edson, County Member

Michael Oliveira, County Member

Tony Tyrrell, Vice Chair, Special District Member

John Lavaroni, Special District Member

Paul Stein, Public Member Alt.

Debbie Ponte, County Member Alt.

Scott Behiel, City Member Alt.

Don Young, Special Dist. Member Alt.

Staff:

John Benoit, Executive Officer

Karon Knuist, LAFCO Clerk

Michael Colantuono, LAFCO Counsel

2. Approval of Agenda (Deletions/Additions)

3. Affirm Anita Paque as Chair for FY 2015-2016 per Bylaw Requirements for Elections of Chair and Vice-Chair to be alternated based on City, County, Public and Special District Members. For FY 2015-2016 the Public Member shall be the Chair and a Special District member shall be the Vice-Chair.

a) Affirm Anita Paque (Public Member) as the Chair for FY 2015-2016

b) Elect a Vice-Chair from the Special District Category for FY 2015-2016

4. Selection of a public member alternate to serve a four-year term ending in May 2019.

a. Interview and Select Public Member Alternate for a term ending in May 2019

5. Consider Minutes of May 18, 2015

a. Approve May 18, 2015 Minutes

6. 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 are on the agenda, public comment will be 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.

7. Consent Agenda:

a. Review and Authorize Claims for May and June 2015

8. Consider waiver of LAFCo fees for the formation of the Calaveras Resource Conservation District.

a. Consider waiver of LAFCo fee for the formation of the Calaveras Resource Conservation District as the proposed district has no funds with which to pay the formation fee and the significance of having a local RCD to accomplish projects identified in the IRWMP and work on local watershed projects.

9. Election of the SDRMA Board of Directors.

- a. Calaveras LAFCo has an opportunity to cast a vote for 3 members to serve on the SDRMA Board of Directors, which will require adoption of a Resolution casting a vote for candidates for the SDRMA Board of Directors.*
- b. Adopt Resolution 2015-0004 casting votes for the SDRMA Board of Directors.*

Presentation:

10. Jason Robitaille, Chief of the Calaveras Consolidated FPD regarding the status of the Consolidation approved by LAFCo in 2013 and activities of the District.

OTHER ITEMS:

11. Executive Officer's report - discussion

- a) LAFCo Projects, CSA's and CSD's Service Reviews and Spheres of Influence*
- b) CCWD Sphere of Influence*
- c) Grand Jury Report*

12. 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

13. Adjourn to next regular meeting of August 17th, 2015, as determined necessary.

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: johnbenoit@surewest.net

**OPENING FOR CITIZEN TO SERVE AS THE PUBLIC MEMBER
ALTERNATE ON
THE LAFCO COMMISSION**

The Calaveras Local Agency Formation Commission (LAFCO) has an opening for one Calaveras County citizen to serve as a Public Member Alternate. LAFCO is a distinct agency created by state legislation to ensure that changes in governmental organization occur in a manner, which provides efficient, quality services and preserves open space and agricultural land resources. LAFCO is charged with applying the policies and provisions of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 in its decisions regarding annexations, incorporations, reorganizations, and other changes of local government. LAFCO's webpage is www.calaveraslafco.org

LAFCO meets on the third Monday of every month, as needed at the Board of Supervisor's chambers in San Andreas. LAFCO members receive a \$50.00 monthly meeting stipend.

The appointment is for one public member alternate who resides anywhere within Calaveras County including the territory in the city limits of the City of Angels to sit as a public member alternate on the Commission for a four-year term expiring in May 2019. A public member alternate must be able and available to regularly attend Commission meetings and (or) hearings. No officer or employee of the county or any city or district within Calaveras County is allowed to sit as a public member alternate on the Commission. The public member alternate, as are all other Commissioners, is required to file an annual Statement of Economic Interest.

If you are interested, we invite you to send a letter describing your background and reasons for wanting to become the selected Public Member Alternate to serve on the Calaveras Local Agency Formation Commission no later than **Wednesday July 8th 2015**. If you have any questions, please do not hesitate to call John Benoit, Executive Officer at (209) 754-6511 or (707) 592-7528 or email johnbenoit@surewest.net. Please send your letter of interest describing your background to Calaveras LAFCO, c/o John Benoit, Executive Officer at P.O. Box 2694 Granite Bay, California 95746 or email a letter of interest to johnbenoit@surewest.net. Potential applicants will be invited to the **July 20th 2015** LAFCO meeting for an interview with the Commission.

Dated: May 28, 2015

Calaveras LAFCO
John Benoit
EXECUTIVE OFFICER

Public Member Suggested Questions

1. Please tell the Commission about yourself and why you are interested in serving on Calaveras LAFCO?
2. How do your experiences relate to serving as a member of the Commission?
3. How do you believe you can uniquely contribute to LAFCO as a public member?
4. Do you have any concerns or limitations about being able to attend meetings and serve on LAFCO?
5. Other Questions about their letter of interest?
6. This position will require you to file an annual statement of economic interests with LAFCO staff that publicly discloses your property (other than your primary residence), sources of income, gifts, etc. from people who live, work or own property in Calaveras County. Will this be a problem for you?
7. The conflict of interest laws will require you to abstain from decisions of LAFCO that affect your finances, your employer, businesses in which you have an interest, people who have loaned you money, etc. Do you have any financial interests in development in the County or otherwise that may be a frequent source of conflicts of interest if you serve on LAFCO?

8. As the public member, you will have a unique role in that you will not represent a city, the county, or a special district. Although all of us are asked to look to the County as a whole, you will be especially looked to be an honest broker among local governments, which can have competing interests. What experience do you bring that will help you serve in this role? Are you comfortable with this role?
9. LAFCO meets monthly on the third Monday at 6:00 pm and our meetings last from 1 to several hours. We occasionally have special meetings. Can you make yourself regularly available for these meetings and do you have the time to review an hour or so of reading material before each meeting?
10. Do you have any questions?

JOHN ("JACK") P. LYNCH, JR.
600 SELKIRK RANCH ROAD
ANGELS CAMP, CA 95222
209.736-2349
jackplynch@comcast.net

June 19, 2015

John Benoit, Executive Officer
Calaveras County LAFCO Agency
P.O. Box 2694
Granite Bay, CA 95746

Subject: Letter of Interest – Calaveras LAFCO
Public Member Alternate

I am applying for the open position of LAFCO Public Member Alternate to serve from 2015 to May 2019.

I am a retired business executive with 45 years of industrial experience in metals manufacturing. From 2007 to 2014, I was elected and served for two terms (8 years) on the Angels Camp City Council in positions of Council Member, Vice Mayor, and Mayor. During that time, I also was on Calaveras LAFCO for 6 years, Calaveras County of Governments (CCOG), and the Utica Water and Power Authority (UWPA). With LAFCO and each of the other Public organizations, I attended their meetings regularly and actively participated in all deliberations.

At LAFCO, I gained knowledge and experience with its Policies, Standards, and Procedures. I have learned of its responsibility for County wide orderly growth, the setting of logical agency boundaries, evaluation of government services through its review of agency Municipal Services, and the preservation of agricultural and open spaces.

If selected, I would bring an open and impartial view toward the business and issues before LAFCO. With my prior LAFCO experience, I could be an effective Alternate Public Member to serve on the LAFCO Board as needed.


Jack Lynch

STATEMENT OF INTEREST FOR THE LAFCO POSITION OF PUBLIC MEMBER ALTERNATE

6/23/2015

Mr. Benoit;

I'm sending you this letter to express my interest in becoming the alternate Public Member of the Calaveras County LAFCO.

I served as an elected Director on the Calaveras County Water District for nine years and attended numerous LAFCO meeting during that time. I was actively engaged in developing the MSR that was produced by Calaveras County LAFCO and was active, in conjunction with LAFCO, in addressing good governance in Calaveras County.

I believe that the role of LAFCO is a critical one in addressing future growth in Calaveras County and since I have been actively engaged in the General Plan update process, not to mention the MSR, I will bring a level of experience to LAFCO that might be unique among applicants.

I am no longer serving on the board of CCWD.

Any responsibility I assume with LAFCO, should I be selected as the alternate Public Member, would be as a community representative with no overriding special interest.

Thank you for the opportunity to submit this application.

Sincerely;

Robert (BOB) T. Dean

18183 Jesus Maria Road

Mokelumne Hill, Ca. 95245

209-754-5887

goldrushdean@yahoo.com

GEORGE C. FRY, JR.
1330 CALAVERITAS ROAD 96
SAN ANDREAS, CA. 95249
BEEPBEPROADRNNR@AOL.COM
209-743-6339

April 22, 2015

Calaveras County LAFCO
c/o John Benoit
Executive Officer
P.O. Box 2694
Granite Bay, Ca. 95746

Mr. Benoit,

I am very interested in an appointment to for the public member or the public member alternate commissioner. I have lived in Calaveras County for 37 years.

I began working in the Calaveras County Land Use Planning Department in December 1977 as a Planner Trainee and progressed from that position to Planner I, Planner II and Planner III. During the time of my employment in the Planning department the Planning Director was responsible for all LAFCO activities within the jurisdiction of the County of Calaveras. In 2001 the State Legislature changed the rules and LAFCO no longer was the responsibility of the Calaveras County Planning Director. During the time the preparation (reports) for LAFCO meetings the Planning Director and I on several occasions prepared reports that were presented to the LAFCO Commission with findings and recommendations. Having been a part of that process for several years I fully understand how LAFCO process works under the original law establish in 1963.

In 1980 Planning Director Dave Porter, Planner II Brent Harrington and I, Planner I updated the Calaveras County General Plan and the County Zoning Ordinance.

I have a Bachelor of Science Degree in Sociology from the University of Guam. Additionally, in 1982 I enrolled in the UC Graduated Extension Program in "Urban and Rural Land Use Planning" at UC Berkeley attending classes on the campus on Tuesday evenings and all day Saturday for 2 years to receive a Graduate Certificate for working professionals.

I look forward to sharing my professional experiences with the Commissioners in the interview process on May 18, 2015.

Sincerely,


George C. Fry Jr.

Calaveras Local Agency Formation Commission Regular Meeting Minutes - Monday May 18, 2015

1. **Call to Order/Pledge of Allegiance/Roll Call** – Order was called by Chair Paque at 6:00pm on Monday May 18, 2015 in the Calaveras County Board of Supervisors Chambers, County Administrative Center, San Andreas California.

Commissioners Present

Anita Paque, Chair, Public Member
Amanda Folendorf, City Member
Bert Sobon, Vice Chair, City Member
Cliff Edson, County Member
John Lavaroni, Special District Member
Michael Oliveria, County Member

Commissioners Absent

Tony Tyrrell, Special District Member

Staff Present

John Benoit, Executive Officer
Karon Knuist, LAFCO Clerk

Others Present

2. **Approval of Agenda: MOTION** by Commissioner Sobon to approve the Agenda as amended; changing the Vice Chair from Commissioner Sobon to Commissioner Tyrell. Second by Commissioner Lavaroni. Motion passed 6 yes, 0 no, 1 absent.
3. **Selection of a Public Member and Public Member Alternate to serve a four-year term ending in May 2019.** Letters of Intent were received from Anita Paque and George Fry. It was indicated that a letter should have been received from another interested individual. The Commissioners decided to proceed with the selection of the Public Member and Alternate indicating that the other party did have sufficient time to send in their letter. Chair Paque left the dais and Commissioner Sobon took over the duties of Chair.

The Commissioners heard introductions from the two available candidates; Anita Paque and George Fry. Both candidates listed their pertinent experience and interest in the position. George Fry indicated he would be interested in either the Public Member position or the Public Member Alternate position.

Public Comment: No Public Comments.

MOTION by Commissioner Edson to select Anita Paque as the Public Member, second by Commissioner Lavaroni. Motion passed 5 yes, 0 no, 1 absent, 1 abstention..

Anita Paque returned to the dais.

Selection of Public Member Alternate to serve a four-year term ending in May 2019.

Public Comment: No Public Comments.

MOTION by Commissioner Edson to select George Fry as the Public Member Alternate, second by Commissioner Lavaroni. The vote was Oliveira, Edson and Lavaroni in favor with Folendorf and Sobon opposed. There was also one absent. The motion did not pass as the two city commissioners voted in opposition.

Executive Officer Benoit explained the LAFCo law requires that in order for Mr. Fry to have been elected as a Public Member, he must receive a “yes” vote from one of the City Members, which he did not receive. Staff was directed to re-advertise the Public Member Alternate position by placing a 21-day notice in the local paper directing Letters of Intent to be submitted.

4. **Consider Minutes of Feb 23, 2015 and March 16, 2015: MOTION:** by Commissioner Lavaroni to approve February 23, 2015 and March 16, 2015 Minutes, second by Commissioner Sobon. Motion passed 5 yes, 0 no, 1 absent, 1 abstention.
5. **Public Comment:** No Public Comments.
6. **Consent Agenda: Review and Authorize Claims for March & April 2015: MOTION** by Commissioner Edson to Authorize Claims for March and April 2015, second by Commissioner Oliveria. Motion passed 6 yes, 0 no, 1 absent.
7. **Conduct Public Hearing regarding the Sphere of Influence for the Union Public Utility District. Review Executive Officer’s report and conduct public hearing.** Executive Officer Benoit report suggested that the Sphere of Influence for the Union Public Utility District stay the same until there is a need for an update.

Kenneth Ariola, attorney for the UPUD, expressed that they would like to keep everything the same until there is a reason to make a change.

David Hanham, City of Angels Planning Director, indicated that he saw no reason for a change at this time.

Public Comment: No Public Comments.

MOTION: by Commissioner Oliveria to retain the current Sphere of Influence for the Union Public Utility District, second by Commissioner Lavaroni. Motion passed 6 yes, 0 no, 1 absent.

8. **Conduct Public Hearing regarding the Final 2015-2016 LAFCo Budget. MOTION:** by Commissioner Edson to approve Resolution 2015-0003 adopting a Final LAFCo Budget for 2015-2016, second by Commissioner Sobon. Motion passed 6 yes, 0 no, 1 absent.

9. **Calafco Annual Conference: September 2-4, 2015 in Sacramento** - Commissioners Paque, Oliveria, Sobon, and Tyrell will attend Calafco Annual Conference. Commissioner Folendorf may attend.

MOTION: Commissioner Sobon nominated Commissioner Tyrell as Voting Member Delegate, Commissioner Oliveria Voting Member Delegate Alternate, to and Chair Paque for the position on the Executive Board to represent Calaveras LAFCo at the Calafco Conference. Second was made by Commissioner Lavaroni. Motion passed 6 yes, 0 no, 1 absent.

10. **Executive Officer's report** – Upcoming LAFCo Projects were discussed and it was determined that the CCWD maps need to be updated.
11. **Commissioners Reports** - Chair Paque and EO Benoit met with Dennis Mills of CCWD to review upcoming issues.

Commissioner Oliveria reported that the County has had inquiries about new businesses looking to start or relocate to the area.

Commissioner Sobon reported that the Highway 4 corridor water issue was moved to Tier 6 with 52% reduction which will affect revenue collection.

12. **Adjournment:** The Commissioners agreed to skip the June meeting and adjourn to July 20, 2015 regular meeting.

CALAVERAS LAFCO**LAFCO CLAIM AUTHORIZATION FORM**

for

May and June 2015

Authorize payment of the following claims:

<u>Date of Claim</u>	<u>Description</u>	<u>Amount</u>
FY 2014-2015 Expenses:		
June 1, 2015	Staff Svcs UPUD SOI & Expenses – May 2015	\$ 4,909.00
May 18, 2015	Comm Payroll May 18, 2015	\$ 300.00
April 30, 2015	Calav Ent. Final LAFCo budget UPUD SOI	\$ 65.81
	TOTAL May 2015	\$ 5,274.81
July 1, 2015	Staff Svcs June 2015	\$ 2,633.40
July 1, 2015	CSA's and CSD MSR (roads)	\$ 4,987.50
June 30, 2015	Calav. Ent Public Mem Alt recruitment	\$ 89.44
	TOTAL June 2015:	\$ 7,710.34
FY 2015-2016 Expenses:		
July 1, 2015	Calafco dues for FY 15-16	\$ 785.00
July 1, 2015	Conf. Registrations Calafco Sept 2-4, 2015	\$ 2,125.00
July 1, 2015	FY 2015-2016 SDRMA Insurance	\$ 1,623.60
	TOTAL 15-16 Exp:	\$ 4,533.60

DATED: July 20, 2015

APPROVED: July 20, 2015

 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&EMS	W & WWSOI	Ex. OFF. Svcs	City Fin Charge
		62091	62050	62051	62052	62053	62054	62055	62057	62058	62059	62060
Calafco dues 14-15			\$ (1,562.60)									
SDRWA Insurance 14-15												
Laico Meeting 7.21.14 Stipend		\$ (350.00)										
Jb Claim July 2014				\$ (52.16)		\$ (5.00)	\$ (20.30)	\$ (34.62)	\$ (1,420.00)			\$ (2,000.00)
Calafco Registration Ann Conf												
Calav Enterprise 6.27.14 VSPUD #30275												
Jb Claim Aug 2014				\$ (53.03)			\$ (3.03)	\$ (2.00)				\$ (1,968.75)
Comm Payroll 9.15.2014		\$ (250.00)										
Jb Claim September 2014				\$ (54.12)		\$ (10.25)	\$ (25.34)	\$ (60.40)				
City of Angels bill July-Sept 2014												
Comm Payroll 10.20.14		\$ (300.00)										
Jb Claim Oct 2014				\$ (53.87)			\$ (4.41)	\$ (26.17)				\$ (900.00)
Anta Paquer- 2014 Calafco Conf. Reimb												
Tony Tyrrell 2014 Calafco Conf. Reimb												
Jb Claim November 2014				\$ (54.20)				\$ (20.00)				
Comm payroll 12.15.14		\$ (200.00)		\$ (53.88)		\$ (36.43)	\$ (16.10)	\$ (52.28)				\$ (900.00)
Angels Camp bill Oct-Dec 2014												
Calav Enterprise #31891 MH sanitary												
Staff Svcs Claim Jan 2015		\$ (400.00)		\$ (54.17)								
2.23.15 Meeting Stipends				\$ (54.39)								
Staff Svcs Claim Feb 2015												
Calav. Public Notice Prop Budg				\$ (54.86)			\$ (6.30)	\$ (42.90)				
Staff Svcs March 2015				\$ (54.36)			\$ (15.68)	\$ (27.50)	\$ (1,000.00)			\$ (1,800.00)
City Finance charge 3rd & 4th Qtr fy14-15									\$ (2,456.25)			
Staff Svcs April 2015 #0042												
MSR for CSA's #0043												
March 16, 2015 Comm Stipends		\$ (300.00)										
Calav Ent Final Budget and UPUD SOI												
May 18, 2015 Comm Stipends		\$ (300.00)										
June 1, 2016 MAY 15 Staff Svcs												
July 1, 2015 June 15 Staff Svcs				\$ (56.30)		\$ (10.00)	\$ (42.63)	\$ (137.07)				\$ (4,582.50)
June 30, 2015 Public Aft Recruit Calav Ent				\$ (45.90)								\$ (2,587.50)
TOTAL EXPENDED		\$ 4,500.00	\$ 28.44	\$ 158.76	\$ -	\$ 198.09	\$ 323.09	\$ 1,536.17	\$ 15,136.25	\$ 20,000.00	\$ 5,218.75	\$ -
TOTAL REMAINING												

7/10/2015

[illegible]

5102/0111

SDRMA'S BOARD OF DIRECTORS ELECTION BALLOT INSTRUCTIONS

Notification of nominations for three (3) seats on the Special District Risk Management Authority's (SDRMA's) Board of Directors was mailed to the membership in January 2015.

On May 6, 2015, SDRMA's Election Committee reviewed the nomination documents submitted by the candidates in accordance with SDRMA's Policy No. 2015-01 Establishing Guidelines for Director Elections. The Election Committee confirmed that four (4) candidates met the qualification requirements and those names are included on the Official Election Resolution Ballot.

Enclosed is the Official Election Resolution Ballot along with a Statement of Qualifications as submitted by each candidate. Election instructions are as follows:

1. The enclosed combined Official Election Resolution Ballot must be used to ensure the integrity of the balloting process.
2. After selecting up to three (3) candidates, your agency's governing body must approve the enclosed Official Election Resolution Ballot. **Ballots containing more than three (3) candidate selections will be considered invalid and not counted.**
3. The signed Official Election Resolution Ballot **MUST** be sealed and received **by mail or hand delivery at SDRMA's office on or before 5:00 p.m. on Tuesday, August 25, 2015 to the address below.** Faxes or electronic transmissions are NOT acceptable. A self-addressed, stamped envelope is enclosed.

Special District Risk Management Authority
Election Committee
1112 "I" Street, Suite 300
Sacramento, California 95814

5. The four-year terms for newly elected Directors will begin on January 1, 2016 and terminate on December 31, 2019.
6. Important balloting and election dates are:

August 25, 2015 - Deadline for members to return the signed Official Election Resolution Ballot

August 26, 2015 - Ballots are opened and counted

August 27, 2015 - Election results are announced and candidates notified

September 23, 2015 - Newly elected Directors are introduced at the SDRMA Annual Breakfast to be held in Monterey at the CSDA Annual Conference

October 28-29, 2015 - Newly elected Directors are invited to attend SDRMA board meeting (Sacramento)

January 2016 - Newly elected Directors are seated and Board officer elections are held

Please do not hesitate to call SDRMA's Chief Operating Officer Paul Frydendal at 800.537.7790 if you have any questions regarding the election and balloting process.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate	Robert Swan
District/Agency	Groveland Community Services District
Work Address	P.O. Box 350, Groveland, CA 95321
Work Phone	209-962-7161 Home Phone 209-962-6535

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

SDRMA's services are particularly important to the successful operation of smaller special districts, such as the one I serve. I would like to contribute what I can to ensuring that SDRMA continues to provide its vital services to its member agencies, prudently and cost-effectively.

Board oversight can be time-consuming. Due to my personal circumstances (retired, single, two hours from Sacramento), I will be able to participate regularly in Board activities.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

I have been a member of the governing Board of the Groveland Community Services District (water, sewer, fire and parks district) since June 2013. I've served as Board President since January 2014.

Since February of 2010, member of the Board of Pine Cone Performers, a community choral and drama organization.

During 1995 to 2001, I was a delegate to the Institute of Electrical and Electronics Engineers (IEEE) committees working on standards development in the area of wireless communications.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)

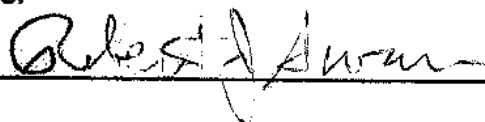
In my work career in the semiconductor industry, I managed business operations and organizations with annual budgets in the range of ten to twenty million dollars, so I have a good working knowledge of budgeting and accounting principles. My academic background (BS in Physics, MS in Computer Science) and work experience have given me a solid understanding of statistical modeling and economic cost-benefit analysis.

What is your overall vision for SDRMA? (Response Required)

SDRMA has a well-defined role in providing comprehensive insurance coverage to member agencies. Clearly, continuing this function is central to its future operations. I would like to see continued expansion of the educational and loss-prevention aspects of the operation, as these are the keys to improving cost-effectiveness. However, as an insurance entity, prudent financial management is of paramount importance, and functional expansion must be thoughtfully controlled.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

4-9-15

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate Ed Gray
District/Agency Chino Valley Independent Fire District
Work Address 14011 City Center Drive, Chino Hills, CA 91709
Work Phone 909 902-5260 Home Phone 909 9627-4821

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

When appointed to the Board of Directors of SDRMA in November of 2010, and my election to the Board 2012, I made a commitment to be an effective member of the SDRMA team and to work hard to ensure the continued success of the organization. As a Board member, I believe I have shown that I seek to understand issues and use common sense when making decisions. I wish to continue my service to SDRMA, as I can be a positive member of the SDRMA team and an asset to the members, Board and staff.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

I currently serve on the Board of Directors of the SDRMA and serve as Secretary. I have been an elected Director of the Chino Valley Independent Fire District since 2004. During my tenure, I have served multiple terms as President and Vice-President, and as a member of our Finance, Planning, and Personnel Committees. I have served as Liaison to the City Councils of Chino and Chino Hills and to the San Bernardino County Board of Supervisors. I am also the District's representative and current Chairman of the Citizens Advisory Committee for the California Institution for Men in Chino. I am a member of the Chino Valley Lions Club. I also serve on the Governing Board of the Green Valley Lake Mutual Water Company.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

After serving in the US Army, I enjoyed a lengthy career in law enforcement retiring in 2004 as a Police Lieutenant. I learned early in my career, that to be an effective individual and leader, it was important to actively listen to people; to seek understanding of all sides of an issue; and make decisions based on common sense and "rightness".

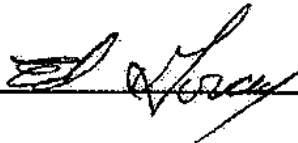
My experience as an elected official has broadened my knowledge and reinforced my belief that decisions must be made based on what is right, and not on what is a personal preference.

What is your overall vision for SDRMA? (Response Required)

I see SDRMA as continuing its journey as a successful, effective and efficient service provider through innovation, right thinking and conservative business strategies. I can visualize the organization exploring other avenues of financial endeavors that will benefit our customers.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

3-30-2015

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – ~~no attachments will be accepted~~. No statements are endorsed by SDRMA.

Nominee/Candidate

District/Agency

Work Address

Work Phone

R MICHAEL WRIGHT
LOS OSOS COMMUNITY SERVICES DISTRICT
2122 9TH STREET, LOS OSOS CA 93402
805-528-9370 Home Phone 805-234-4513

Why do you want to serve on the SDRMA Board of Directors? ~~(Response Required)~~

WITH 38 YEARS EXPERIENCE IN THE INSURANCE
FIELD, I BELIEVE I HOLD THE SKILL SET THAT
WILL BENEFIT THE OPERATIONS OF THE SDRMA.

I HAVE OWNED AND OPERATED MY OWN INSURANCE
AGENCY SUCCESSFULLY AND HAVE SOLD AND SERVICED
ALL LINE OF INSURANCE INCLUDING COMMERCIAL AND
WORK COMP.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) ~~(Response Required)~~

I AM CURRENTLY THE PRESIDENT OF THE
LOS OSOS CSD. I WAS VICE PRESIDENT THE YEAR
BEFORE. BEFORE I WAS ON THE LOS OSOS BOARD, I WAS
A MEMBER OF THE LOS OSOS CSD EMERGENCY SERVICES
COMMITTEE FOR SIX YEARS.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?

(Response Required)

LICENSED PROPERTY CASUALTY INSURANCE AGENT
SINCE 1977, OVER 730 HOURS OF INSURANCE
CONTINUING EDUCATION
I ALSO HOLD A 6 AND 63 SECURITIES LICENSE.

What is your overall vision for SDRMA? **(Response Required)**

THE OVERALL VISION OF THE SDRMA IS TO
PROVIDE THE BEST POSSIBLE COVERAGE AND SERVICE
TO ITS MEMBERS AND TO ALSO EDUCATE THEIR MEMBERS
TO ALERT THEM TO COST EFFECTIVE SAFETY PROGRAMS
TO SAFE GUARD THEIR EMPLOYEES HEALTH AND WELFARE

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature

R. Michael Wright

Date

April 20, 2015

**Special District Risk Management Authority
Board of Directors
Candidates' State of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA

Nominee/Candidate: Sandy Seifert-Raffelson
District/Agency: Herlong Public Utility District
Work Address: 447-855 Plumas St, P O Box 515, Herlong CA 96113
Work Phone: (530) 827-3150 Home Phone: (530) 254-0234

Why do you want to serve on the SDRMA Board of Directors?

I am a current Board member of SDRMA and feel that I have added my financial background to make better informed decisions for our members. As a Board member, I have learned a lot about insurance issues and look forward to representing small District's and Northern California as a voice on the SDRMA Board. I feel I am an asset to the Board with my degree in business and my 29 years' experience in accounting and auditing. I have audited small districts and know what they need and what they can afford.

I understand the challenges that small District face every day when it comes to managing liability insurance and worker's compensation for a few employees with limited revenues and staff. My education and experience gives me an appreciation of the importance of risk management services and programs, especially for smaller district's that lack expertise with insurance issues on a daily basis.

I feel I am an asset to this Board and would love a chance to stay on the Board for 4 more years.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)

I have worked as the District Clerk for the Herlong PUD for the last 7 years. Before that, I served as the Secretary to the Board of Herlong Utilities, Inc. and Office Administrator. I worked directly with the formation of our District which included working for 2 separate Board's of Directors and the transfer of assets from a public benefit corporation to a special district. As part of the team that worked to form the District I was directly involved with LAFCo, Lassen County Board of Supervisors and County Clerk to establish the District's initial Board of Directors as well as the transfer of multiple permits and closure procedures from multiple agencies for the seamless transition of our District operations. I closed out the Corporation books and established the books for the District transitioning to fund accounting. I have also administered the financial portion of a large capital improvement project with USDA as well as worked on the first ever successful water utility privatization project with the US Army and Department of Defense. I am currently working on HPUD's 2nd loan/grant for 4.8 million with USDA to improve the community's sewer system. I also am the primary administrator of a federal contract for utility services with the Federal Bureau of Prison.

While on the SDRMA Board, I have served on the nomination committee and SDLF Board. I have enjoyed learning and completing my duties on both boards and feel I have been an asset to both. I have served on CSDA's Audit and Financial Committee's for the last 2 years. In the last 20 years I have served on several Boards including school, church, 4-H, County and U.C. Davis.

**Special District Risk Management Authority
Board of Directors
Candidates' State of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?

I have my Bachelors Degree in Business with a minor in Sociology. I have audited Small Districts for 5 years, worked for a Small District for 10 years and have 25 years of accounting experience. I am a good communicator and organizer. I have served on several Boards and feel I work well within groups or special committees. I am willing to go that extra mile to see things get completed.

I believe in recognition for jobs well done. I encourage Incentive programs that get members motivated to participate and strive to do their very best to keep all losses at a minium and reward those with no losses.

I have completed my Certificate for Special District Board Secretary/Clerk Program in both regular and advance coursework through CSDA and co-sponsored by SDRMA. I have completed the CSDA Special District Leadership Academy and Special District Governance Academy. I have helped my small District obtain their District of Transparency and currently we are working on the District of Distinction.

I work for a District in Northeastern California that has under gone major changes from a Cooperative Company to a 501c12 Corporation, to finally a Public Utility District. I have worked with LAFCo to become a District. Also my District is currently working on a consolidation through LAFCo with another small District to better serve our small community. Through past experience I feel I make a great Board member representing the small districts of Northern California and their unique issues and will make decisions that would help all rural/small districts.

What is your overall vision for SDRMA?

For SDRMA to be at the top of the risk management field and have all of the Special Districts in the State utilizing their quality insurance and support at a price all California Special Districts can afford.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature: _____

Sandy Tiefert-Raffelsen Date: 4/2/15

RESOLUTION NO. _____

**A RESOLUTION OF THE GOVERNING BODY OF THE
Local Agency Formation Commission of Calaveras County
FOR THE ELECTION OF DIRECTORS TO THE SPECIAL DISTRICT
RISK MANAGEMENT AUTHORITY BOARD OF DIRECTORS**

WHEREAS, Special District Risk Management Authority (SDRMA) is a Joint Powers Authority formed under California Government Code Section 6500 et seq., for the purpose of providing risk management and risk financing for California special districts and other local government agencies; and

WHEREAS, SDRMA's Sixth Amended and Restated Joint Powers Agreement specifies SDRMA shall be governed by a seven member Board of Directors nominated and elected from the members who have executed the current operative agreement and are participating in a joint protection program; and

WHEREAS, SDRMA's Sixth Amended and Restated Joint Powers Agreement Article 7 - Board of Directors specifies that the procedures for director elections shall be established by SDRMA's Board of Directors; and

WHEREAS, SDRMA's Board of Directors approved Policy No. 2015-01 Establishing Guidelines for Director Elections specifies director qualifications, terms of office and election requirements; and

WHEREAS, Policy No. 2015-01 specifies that member agencies desiring to participate in the balloting and election of candidates to serve on SDRMA's Board of Directors must be made by resolution adopted by the member agency's governing body.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the Local Agency Formation Commission of Calaveras County selects the following candidates to serve as Directors on the SDRMA Board of Directors:

(continued)



**OFFICIAL 2015 ELECTION BALLOT
SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY
BOARD OF DIRECTORS**

VOTE FOR ONLY THREE (3) CANDIDATES

Mark each selection directly onto the ballot, voting for no more than three (3) candidates. Each candidate may receive only one (1) vote per ballot. A ballot received with more than three (3) candidates selected will be considered invalid and not counted. All ballots must be sealed and received by mail or hand delivery in the enclosed self-addressed, stamped envelope at SDRMA on or before 5:00 p.m., Tuesday, August 25, 2015. Faxes or electronic transmissions are NOT acceptable.

- ☐ **ROBERT SWAN**
Director/President, Groveland Community Services District
- ☐ **ED GRAY (INCUMBENT)**
Director/President, Chino Valley Independent Fire District
- ☐ **R. MICHAEL WRIGHT**
Director/President, Los Osos Community Services District
- ☐ **SANDY SEIFERT-RAFFELSON (INCUMBENT)**
District Clerk, Herlong Public Utility District

ADOPTED this ____ day of _____, 2015 by the Local Agency Formation Commission of Colusa by the following roll call votes listed by name:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

ATTEST:

APPROVED:

Issue Date
07/01/2015

MEMBER'S CERTIFICATE OF COVERAGE



This is to certify that coverages listed below have been issued to the Member named below for the period indicated. This certificate is not an insurance policy or an agreement of coverage and does not amend, extend or alter the coverage afforded by the agreements listed herein. Notwithstanding any requirement, term, or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage described herein is subject to all the terms, exclusions, and conditions of the specific coverage document.

This certificate of coverage evidences the limits of liability in effect at the inception of the agreements shown; limits shown may have been reduced by paid claims. This certificate is issued as a matter of information only and confers no rights upon the certificate holder.

Participating Member:
Local Agency Formation Commission of Calaveras
County
Post Office Box 2694
Granite Bay, CA 95746

Member Number:
PLP-7474

Entity Affording Coverage:
Special District Risk Management Authority
1112 'I' Street, Suite 300
Sacramento, California 95814
800.537.7790 www.sdrma.org

Type of Coverage

Policy Number

Effective Date

Expiration Date

Limits

<input checked="" type="checkbox"/> General Liability Personal Injury and Property Damage	LCA-SDRMA-201516	07/01/2015	07/01/2016	Per Occurrence	\$2,500,000
<input checked="" type="checkbox"/> Public Officials and Employees Errors & Omissions	LCA-SDRMA-201516	07/01/2015	07/01/2016	Per Occurrence	\$2,500,000
<input checked="" type="checkbox"/> Elected Officials Personal Liability	LCA-SDRMA-201516	07/01/2015	07/01/2016	Per Occurrence	\$500,000
<input checked="" type="checkbox"/> Employment Practices Liability	LCA-SDRMA-201516	07/01/2015	07/01/2016	Per Occurrence	\$2,500,000
<input checked="" type="checkbox"/> Employee Benefits Liability	LCA-SDRMA-201516	07/01/2015	07/01/2016	Per Occurrence	\$2,500,000
<input checked="" type="checkbox"/> Employee and Public Officials Dishonesty	EDC-SDRMA-201516	07/01/2015	07/01/2016	Per Occurrence	\$1,000,000
<input checked="" type="checkbox"/> Auto Liability Personal Injury and Property Damage	LCA-SDRMA-201516	07/01/2015	07/01/2016	Per Occurrence	\$2,500,000
<input type="checkbox"/> Auto Physical Damage					
<input checked="" type="checkbox"/> Uninsured / Underinsured Motorists	UMI-SDRMA-201516	07/01/2015	07/01/2016	Each Accident	\$1,000,000
<input type="checkbox"/> Trailer					
<input type="checkbox"/> Property					
<input type="checkbox"/> Boiler and Machinery					
<input type="checkbox"/> Workers' Compensation					

Description: All listed coverage is in effect only for the time period specified.

Gregory S. Hall - Chief Executive Officer