

Calaveras Local Agency Formation Commission

Regular Meeting Agenda

MONDAY – May 18, 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, Vice Chair, City Member
Amanda Folendorf, City Member
Cliff Edson, County Member
Michael Oliveira, County Member
Tony Tyrrell, 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. Selection of a public member and public member alternate to serve a four-year term ending in May 2019.

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

4. Consider Minutes of Feb 23, 2015 and March 16, 2015

- a. Approve February 23, 2015 and March 16, 2015 Minutes*

5. 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.

6. Consent Agenda:

- a. *Review and Authorize Claims for March & April 2015*

PUBLIC HEARINGS

7. Conduct Public Hearing regarding the Sphere of Influence for the Union Public Utility District.

- a. *Review Executive Officer's report and conduct public hearing.*
- b. *Consider Resolution 2015-0002 adopting a Sphere of Influence update for the Union Public Utility District.*

8. Conduct Public Hearing regarding the Final 2015-2016 LAFCo Budget.

- a. *Conduct Public Hearing, Review and Discuss Final 2015-2016 LAFCo Budget and consider resolution 2015-0003 adopting a Final LAFCo Budget for 2015-2016*

OTHER ITEMS:

9. Calafco Annual Conference : September 2-4, 2015 in Sacramento

- a. *Determine attendees from Calaveras LAFCo to the Calafco Annual Conference*
- b. *Determine Voting Delegate and Voting Member Delegate to represent Calaveras LAFCo at the Calafco business meeting.*
- c. *Consider nomination of a Public Member or a City Member for position on the Calafco Executive Board (nominations due by August 3, 2015).*

10. Executive Officer's report - discussion

- a) *LAFCo Projects, CSA's and CSD's Service Reviews and Spheres of Influence and CCWD Sphere of Influence.*

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. Adjourn to next regular meeting of June 15, 2015, if 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

Calaveras Local Agency Formation Commission

Regular Meeting Minutes - Monday February 23, 2015

1. **Call to Order/Pledge of Allegiance/Roll Call** – Order was called by Vice Chair Paque at 6:02pm on Monday February 23, 2015 in the Calaveras County Board of Supervisors Chambers, County Administrative Center, San Andreas California.

Commissioners Present

Anita Paque, Vice Chair, Public Member
Amanda Folendorf, City Member
Bert Sobon, City Member
John Lavaroni, Special Dist Member
Michael Oliveria, County Member
Tony Tyrell, Special District Member

Commissioners Absent

Cliff Edson, County Member

Staff Present

John Benoit, Executive Officer
Karon Knuist, LAFCO Clerk

Others Present

Sign Interpreters

2. **Elect a Chair and (or) a Vice Chair, as necessary for the remainder of the fiscal year:** **MOTION** by Commissioner Lavaroni to elect Commissioner Paque the LAFCo Chair for the remainder of the fiscal year, second by Commissioner Sobon. Motion passed 6 yes, 0 no, 1 absent. **MOTION** by Commissioner Sobon to elect Commissioner Tyrell the LAFCo Vice Chair for the remainder of the fiscal year, seconded by Commissioner Lavaroni. Motion passed 6 yes, 0 no, 1 absent.
3. **Approval of Agenda:** **MOTION** by Vice Chair Tyrell to approve the Agenda as presented, second by Commissioner Sobon. Motion passed 6 yes, 0 no, 1 absent.
4. **Approval of Minutes for December 15, 2014:** Commissioner Sobon had a correction on page 2 of the December 15, 2015 minutes regarding the General Plan; line should read “90 day comment period.” **MOTION** by Commissioner Sobon to approve the Minutes for December 15, 2014 as amended, second by Commissioner Tyrell. Motion passed 4 yes, 0 no, 1 absent, 2 abstentions.
5. **Public Comment:** No Public Comment.
6. **Consent Agenda:** **MOTION** by Vice Chair Tyrell to Authorize Claims for December 2014 and January 2015, second by Commissioner Lavaroni. Motion passed 6 yes, 0 no, 1 absent
7. **Review and Discuss the LAFCo Law, Policy and Practices – Part 1**
Executive Officer Benoit explained that LAFCo is a special organization formed by the State legislature. LAFCo is tasked with creating new boundary lines, making boundary changes, establish planning areas called Spheres of Influence for agencies, and review special district services. This item will be continued to March 16, 2015 meeting due to Cliff Edson’s absence.

8. Review LAFCo's Conflict of Interest Code

A copy of the Conflict of Interest code was attached to the Commissioner's meeting packets. Executive Officer Benoit expressed to the Commissioners how important it is to read, understand and follow the LAFCo Conflict of Interest Code. Each Commissioner is required to file a "700 Form" with an original signature by April 1, 2015.

9. Review LAFCo Operational Bylaws

LAFCo operates under a set of Bylaws and it is very important the Commissioners understand and follow them. The Bylaws also act as a reference for things like the LAFCo election process, how LAFCo is funded, budget process, powers and duties of Commissioners, what constitutes a quorum, and the records retention policy among other things.

10. Review County's Draft General Plan Policies focusing upon policies affecting service delivery and open space. Executive Officer Benoit has included in the Commissioner's meeting packets several General Plan policies that will affect LAFCo. The County is calling for comments/suggestions about what is in the Draft General Plan. Executive Officer Benoit is more concerned with what is missing from the County's Draft General Plan.

- What are the policies to support special districts?
- They need to consider that Municipal Service Reviews (MSRs) get outdated very quickly.
- Some of the agricultural policies are weak.

Comments need to be emailed to Executive Officer Benoit within the week and he will draft a letter to be presented to the Commissioners at the March 16, 2015 meeting.

Other agencies in the County should contact the County directly if they have any questions or concerns about the Draft General Plan.

Public Comment: Joe Fontana, President of the Murphys Sanitary District, noted that there was no mention of storm water in the Draft General Plan. Murphys has a plan that they will execute before 2017 that will double their sewage capacity. Water and Sanitary Commissions don't generally use the same calculations, would be better if they did. There already is some ground water contamination and the issue needs to be addressed.

Terry Strange, CCWD District 2, was here not representing CCWD, but wanted to make some personal comments. As a resident, he is upset that the County decided to make changes without consulting residents, specifically in Wilseyville. As for CCWD, it is in their best interest to increase connections to increase revenue. CCWD is concerned with the Land Use and the Water Use Elements of the General Plan.

Chair Paque responded that LAFCo will be working on the Murphys Water District SOI and believes the SOI for the CCWD will be next.

There was discussion regarding the SOI of the CCWD and as far as anyone knows, there is no current SOI for CCWD, just a County-wide District. LAFCo will try and determine a CCWD SOI by the end of the year.

No other Public Comments.

Discussion of the County's Draft General Plan Policies will be continued until March 16, 2015 LAFCo meeting.

11. Appoint a Budget Committee For FY 2015-2016 Calaveras Annual LAFCo Budget

In past years, there was no formal Budget Committee. Executive Officer Benoit prepares the budget, reviews it with the Board and makes changes as necessary, and if the Board wants it to remain the same it will. There were no objections from any of the Commissioners about continuing to have Executive Officer Benoit prepare the budgets. Executive Officer will prepare a draft budget and present it at the April meeting.

7:43 Cliff Edson arrives.

12. Authorize Staff to attend the CaLAFCo Annual Staff Workshop in Nevada City on April 15-17, 2015. MOTION by Commissioner Lavaroni to authorize Executive Officer Benoit to attend the CaLAFCo Annual Staff Workshop, second by Vice Chair Tyrell. Motion passed 7 yes, 0 no.

13. Executive Officer's Report

- a. **Policy Update** – Policies were last updated in 2009 and since there are new Commissioners and it was not updated recently, the Commission should plan to review and update the Policies.
- b. **CSA's Sphere of Influence** – in progress.
- c. **Road CSD's Sphere of Influence** – in progress.
- d. **700 forms are Due April 1st, 2015, File with LAFCo Executive Officer** – reminder that 700 forms are due to Executive Officer Benoit by April 1, 2015.
- e. **Regular Meeting Schedule for 2014-2015** – attached to Commissioners packet. Executive Officer would like to email the packets to as many of the Commissioners as possible, rather than printing and mailing the meeting packets..

14. Commissioners Reports: No Commissioners Reports.

15. Adjourn to LAFCo's next regular meeting: The meeting was adjourned at 6:50 p.m. The next regular meeting will be held on March 16, 2015 at 6:00p.m. in the Calaveras County Board of Supervisors Chambers.

Minutes submitted by Karon Knuist.

DATED: _____

APPROVED: _____

Anita Paque, Chair or, Tony Tyrell, Vice Chair
Calaveras Local Agency Formation

Calaveras Local Agency Formation Commission

Regular Meeting Minutes - Monday March 16, 2015

- 1) **Call to Order/Pledge of Allegiance/Roll Call** – Order was called by Chair Paque at 6:02pm on Monday March 16, 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, City Member
Cliff Edson, County Member
Michael Oliveria, County Member
Tony Tyrrell, Vice-Chair, Special District Member

Commissioners Absent

John Lavaroni, Special District Member

Staff Present

John Benoit, Executive Officer
Karon Knuist, LAFCO Clerk

Others Present

Sign Interpreters

- 2) **Approval of Agenda:** **MOTION** by Vice Chair Tyrell to approve the Agenda as presented, second by Commissioner Sobon. Motion passed 6 yes, 0 no, 1 absent.
- 3) **Approval of Minutes for February 23, 2015:** Approval of Minutes for February 23, 2015 will be considered at the April LAFCo Meeting. Commissioner Sobon asked for confirmation that the designations for Chair and Vice Chair had been carried. The motions were as follows:

MOTION by Commissioner Lavaroni to elect Commissioner Paque the LAFCo Chair for the remainder of the fiscal year, second by Commissioner Sobon. Motion passed 6 yes, 0 no, 1 absent. **MOTION** by Commissioner Sobon to elect Commissioner Tyrell the LAFCo Vice Chair for the remainder of the fiscal year, seconded by Commissioner Lavaroni. Motion passed 6 yes, 0 no, 1 absent.
- 4) **Public Comment:** No Public Comments.
- 5) **Consent Agenda: Review and Authorize Claims for February 2015**
MOTION by Vice Chair Tyrell to Authorize Claims for February 2015, second by Commissioner Sobon. Motion passed 6 yes, 0 no, 1 absent.

PUBLIC HEARING

- 6) **Conduct Public Hearing regarding the 2015-2016 Proposed LAFCo Budget.**
MOTION by Vice Chair Tyrell to Approve Proposed 2015-2016 LAFCo Budget and adopt Resolution 2015-0001, second by Commissioner Edson. Motion passed 6 yes, 0 no, 1 absent.

7) Review letter regarding the Draft Calaveras County General Plan

a. Review and discuss draft letter and authorize staff to transmit to the County

Executive Officer Benoit focused on Policies that affect LAFCo. Chair Paque pointed out that all references to CAFCo need to be changed the LAFCo. Commissioner Sobon requested that the wording used in the discussion of agricultural land be toned down because there is no “right to farm ordinance for the City of Angels. Also, in Section PF 2.7 there is a group of agencies working together, not just CCDW. Commissioner Edson suggested including a policy that deals with the County or Water Agencies having a septic receiving system. He would like to have added to page 2 “all watershed agencies in cooperation with planning efforts”.

No Public Comment.

Executive Officer Benoit will send change of verbiage to the Commissioners.

MOTION by Vice Chair Tyrell to approve letter to the County regarding the Draft General Plan, as amended with changes on Pgs. 2 and 4, second by Commissioner Sobon. Motion passed 6 yes, 0 no, 1 absent.

8) Review and discuss the LAFCo Law, Policy and Practice – Part 1

LAFCo oversees and creates new government agencies that provide public services, boundary changes, extend services outside of district boundaries. Cities cannot provide services outside their district boundaries without getting approval from LAFCo. LAFCo’s mandate is to promote orderly growth and development, to discourage urban sprawl, and preserve open space and prime agricultural lands. LAFCo gets direction directly from the state legislature, we are not obligated to follow city or county rules, but we do take into consideration their General Plans. Commissioners act as judges and the Executive Officer works for LAFCo and not the Board. LAFCo is an independent commission made up of 2 County Supervisors, 2 City Council members, 1 public member, and in Calaveras’ case, 2 Special District members and 4 alternate members.

Municipal Service Reviews examine public services, develop and update Spheres of Influences.

9) Review LAFCo Operational Bylaws

Each Commission received a copy of the Bylaws. Executive Officer Benoit would like the Commissioners to hold on to them and use them as a reference document.

10) Executive Officer's report

All 700 forms have been turned in and filed.

11) Commissioners Reports: Chair Paque and Executive Officer Benoit had a meeting with the County Planner, Treasurer, Assessor, and Tax Collector to see if there were any projects or anything on the horizon. They did request that when LAFCo does a district boundary or a SOI, that parcels are not split.

Commissioner Edson thanked Executive Officer Benoit for all his hard work.

12) Adjourn to LAFCo’s next regular meeting: The meeting was adjourned at 7:12 p.m. The next regular meeting will be held on May 18, 2015 at 6:00p.m. in the Calaveras County Board of Supervisors Chambers.

Minutes submitted by Karon Knuist.

DATED:

APPROVED:

Anita Paque, Chair or, Tony Tyrell, Vice Chair
Calaveras Local Agency Formation

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

The Calaveras Local Agency Formation Commission (LAFCO) has an opening for Calaveras County citizen to serve as a Public Member and 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 located on the Calaveras County website under the Administration Department at 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 and 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 or public member alternate on the Commission for a four-year term. A public member 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 or public member alternate on the Commission. All Public Commission members, as are all other Commissioners, are 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 or Public Member Alternate to serve on the Calaveras Local Agency Formation Commission no later than **Friday, May 1, 2015**. If you have any questions, please do not hesitate to call John Benoit, Executive Officer at (209) 754-6303 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 **May 18th 2015** LAFCO meeting for an interview with the Commission.

Dated: March 24, 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?

From: Anita Paque
To: John Benoit
Date: April 28, 2015
Re: Public Member Opening

Dear John:

I am interested in continuing as the Public Member on the Calaveras County LAFCo Board and request reappointment to the LAFCoBoard..

For the past four years I have been the Public Member on LAFCo. During that time I have gained a greater understanding of the issues facing the county and LAFCo's role in resolving them, both in the short and long terms. As seen by my participation on the Board and meeting with the various district boards and county and city employees, I am able to understand the complex issues and documents which come before LAFCo. I will continue to dedicate the necessary time to make informed decisions for the benefit of the county as a whole.

Thank you for your consideration.

Regards,

Anita Paque
PO Box 739
Mountain Ranch, CA 95246
apaque@yahoo.com
209 754-3088

GEORGE C. FRY, JR.
1330 CALAVERITAS ROAD 96
SAN ANDREAS, CA. 95249
BEEPBEEROADRNNR@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.

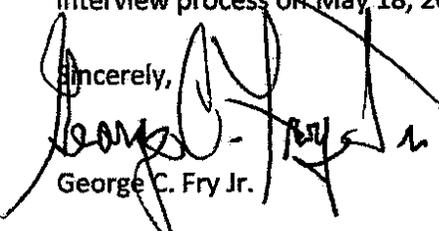
I began working in the Calaveras County Land Use Planning Department in December 1977 as a Planner Trainee and progressed from that position to Planner I, Planner II and Planner III. During the time of my employment in the Planning department the Planning Director was responsible for all LAFCO activities 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 LAFCO

LAFCO CLAIM AUTHORIZATION FORM

for

March and April 2015

Authorize payment of the following claims:

<u>Date of Claim</u>	<u>Description</u>	<u>Amount</u>
FY 2014-2015 Expenses:		
April 1, 2015	Staff Svcs & Expenses – Mar 2015	\$ 3,867.46
March 16, 2015	Comm Payroll Mar 16, 2015	\$ 300.00
April 1, 2015	City finance charge 3 rd & 4 th Qtr fy 2014-2015	\$ 1,800.00
May 1, 2015	Staff Svcs April 2015	\$ 3,864.27
May 1, 2015	CSA's and CSD MSR (roads)	\$ 2,456.25
	TOTAL:	\$ 12,317.98

DATED: May 18, 2015

APPROVED: May 18, 2015

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

Attest:

 John Benoit
 Executive Officer

CALAVERAS LAFCO

EXECUTIVE OFFICER'S REPORT

May 18, 2015

TO: Local Agency Formation Commission

FROM: John Benoit, Executive Officer

RE: Final Budget for FY

A "recommended" budget was presented at the March 16, 2015 meeting along with a justification report, which was adopted. Please refer to the Budget Justification Report from the March LAFCO meeting and the proposed budget report for the March 2015 meeting for detail on each of the items below.

SUMMARY OF EXPENSES:

Commission Clerk This item is budgeted in the Professional Services Category again this year.

Insurance The Commission recommended \$1,662.50 for liability Insurance, which includes a membership to the California Special Districts Association. This will cover the cost of this item for the year.

Commission Stipend The Commission recommended a stipend of \$6,600.00. This is adequate to cover Commissioner Stipends for the year, assuming full attendance at meetings.

Memberships The Commission recommended in its proposed budget \$785 for Calafco dues. This item has gone up 2.0 percent this year.

Communications Communications is budgeted at \$800.00 this year.

Office Supplies This is a combined budget (copies (\$2,000.00), general (\$350.00), postage (\$500.00). The general category as all categories was lowered several years ago.

Professional Services Professional Services are divided into two categories: Executive Officer and Staff (\$42,500) Notwithstanding a very complex reorganization or incorporation project for Calaveras LAFCO, this amount should cover LAFCO administration and non complex project processing.

Service Reviews and Sphere of Influence updates This item is budgeted at \$25,000 to continue Service Reviews for CSD and CSA districts and \$20,000 is to be budgeted to initiate and continue work on Spheres of Influence and the CCWD Sphere of Influence.

This is a statutory mandatory activity in this case and LAFCO must update and maintain its Service Reviews.

City of Angels Finance Charges \$3,600 is to be budgeted for this activity in accordance with LAFCO's agreement with the City of Angels.

Legal Notices/Publications The Commission recommended in its proposed budget \$500.00 for legal notices.

Training The Commission recommended in its proposed budget \$4,000 for this item. This includes conference registrations for items such as CALAFCO Annual Conference (In Sacramento, September 2-4th, 2015) and Annual Staff Workshop (Location to be in Burbank in Southern California).

Personal Mileage Reimbursement This category is for reimbursement for mileage incurred in the course of business (\$1,500.00).

Travel Expense Travel Expense includes meals and lodging and other travel expenses in the amount of \$2,000.00 reduced from three years ago.

Legal Counsel LAFCO has been relatively successful in not extensive legal advice in the past several years. LAFCO had a lawsuit in the late 1990's, which has resulted in a substantial costs for LAFCO for legal services. LAFCO has a proposed budget of \$2,500 for this item. It is anticipated additional legal costs will be paid by project proponents, as necessary. If it is a LAFCo initiated action, the districts, the City and the County will ultimately be required to pay the costs.

Special District (Agency) Training This year the Commission will allocate \$5,000 for agency training as a carry over from fy 2014-2015. This item includes determining the content of the training, making arrangements and logistics, and conducting the training. It has been 5 years since LAFCo sponsored this type of training.

Contingency/Reserve The contingency/reserve funds are proposed to total \$81,929 this year and will be reimbursed in future years depending upon activity and need.

The amount to be apportioned between the City, Districts and the County is proposed to be \$77,918.36.

Recommendation:

- a. Review, discusses, amend, and consider the Final Budget. A budget justification report for FY was prepared by staff for the adopted proposed budget on March 16, 2015.
- b. Adopt LAFCO Resolution 2015-0003 approving the final LAFCo budget.

Resolution 2015-0003

of the

Calaveras Local Agency Formation Commission

*Resolution of the Calaveras Local Agency Formation Commission Adopting a Final Budget for
2015-2016*

WHEREAS, Calaveras LAFCO is required by Government Code Section 56381(a) to adopt annually, following a noticed public hearing, a proposed budget by May 1st and a final budget by June 15th; and,

WHEREAS, the Commission has prepared a proposed budget for public review which was adopted on March 16, 2015; and,

WHEREAS, the Executive Officer has prepared a final budget including estimated budgeted carryovers; and

WHEREAS, the Executive Officer has given notice of hearing in the form and manner specified by law for adoption of the final budget and upon the date, time and place specified in said notice of hearing, the Commission heard, discussed and considered all oral and written testimony submitted including, but not limited to, the approved budget priorities for Fiscal Year 2015-2016 and the Executive Officer's report and recommendations; and

WHEREAS, the Commission has considered the attached Budget in light of the requirements of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000;

NOW THEREFORE, the Calaveras Local Agency Formation Commission does hereby determine, resolve, and order the following:

1. Notwithstanding item 3 below, that Calaveras LAFCO hereby adopts the attached final 2015-2016 budget appropriation of \$ 119,297.60.
2. That Calaveras LAFCO hereby establishes a contingency fund of \$11,929.76 from its general reserve as well as budget other items from its general reserve.
3. LAFCO hereby allocates \$70,000 for its general reserve fund.
4. The Commission hereby re-budgets \$120,909.00 of its carryover funds to fund the reserve, the contingency and supplement the operations budget from carryover funds into the FY 2015-2016 operational budget.
5. Directs the Executive Officer to transmit the final budget to the County Auditor and all

parties specified in Government Code Section 56381 (a) as promptly as possible.

6. The Commission desires to retain any and all carryover funds to fund future Municipal Service Reviews, special projects, legal expenses and Spheres of Influence projects as provided for in G.C. Code Section 56381.
7. Request the Auditor collect the funds as required in Section 56381 of the government code and apportion \$77,918.36 between the City, the Special Districts and the County for the operational costs of LAFCO. In the event of non payment of LAFCO funds by any entity subject to the LAFCO's apportionment, the Commission hereby requests and authorizes the Auditor to collect the funds from property tax revenues or any other revenue source and deposit the funds into the LAFCO account.

PASSED AND ADOPTED by the Calaveras Local Agency Formation Commission at a regular meeting of said Commission held on May 18th , 2015 by the following roll call vote:

AYES: -

NOES: -

ABSTAINS: -

ABSENT: -

Signed and approved by me after its passage this 18th day of May 2015.

Anita Paque, Chair, Calaveras LAFCO

Attest:

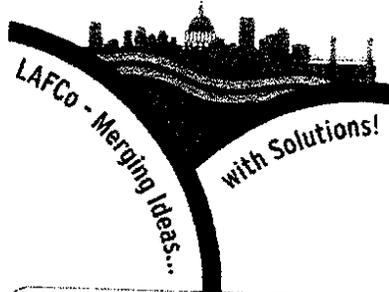
John Benoit, Executive Officer
Calaveras LAFCO

F.Y. 2015-2016
FINAL Budget
Calaveras LAFCO

City Fund 405

A	B	C	D	E	F
		2013-2014 Final Budget	2014-2015 Final Budget	2015-2016 PROPOSED Budget (adopted March 16, 2015)	2015-2016 FINAL Budget
1					
2					
3					
4					
5					
6					
7	SERVICES AND SUPPLIES				
8	62001 Extra Hire - Commissioners Stipend	\$ 6,600.00	\$ 6,600.00	\$ 6,600.00	\$ 6,600.00
9	62050 Insurance	\$ 1,716.04	\$ 1,691.04	\$ 1,662.60	\$ 1,662.60
10	62051 Communications	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00
11	62052 Memberships - Calafco	\$ 758.00	\$ 769.00	\$ 785.00	\$ 785.00
12	62053 Office Expense - General	\$ 500.00	\$ 350.00	\$ 350.00	\$ 350.00
13	62054 Office Expense - Postage	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
14	62055 Office Expense - Copies	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
15	62056 Fire and EMS MSR (SOI fy13-14)& CSD-CSA MSr	\$ 18,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
16	62057 Prof Services-(CSD-CSA SOI) CCWD, SOI	\$ 25,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
17	62059 Professional Services-Exec. Officer/Clerk	\$ 42,500.00	\$ 42,500.00	\$ 42,500.00	\$ 42,500.00
18	62060 City Finance Charges (formerly A-87)	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00
19	62061 Legal Notices	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
20	62062 Training	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
21	62063 Personal Mileage Reimb	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
22	62064 Travel Expense	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
23	62065 Legal Counsel Services and misc Legal Expenses	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
24	62067 Special Dist. Training	\$ -	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
25		\$ -	\$ 112,710.04	\$ 119,297.60	\$ 119,297.60
26	TOTAL SERVICES AND SUPPLIES	\$ 105,874.04	\$ 193,981.04	\$ 201,227.36	\$ 201,227.36
27					
28	62066 Contingency Fund	\$ 10,587.40	\$ 11,271.00	\$ 11,929.76	\$ 11,929.76
29	General Reserve Fund	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00
30					
31	Services, Contingency and Reserve Total	\$ 186,461.44	\$ 193,981.04	\$ 201,227.36	\$ 201,227.36
32					
33	Carryover from prior year	\$ 113,383.06	-\$120,909.00	-\$120,909.00	-\$120,909.00
34	Anticipated Project Revenue	\$ 2,000.00	-\$2,000.00	-\$2,000.00	-\$2,000.00
35	Anticipated Interest	400	-400	-400	-400
36	Contributions from Governments	\$ 70,678.38	\$ 70,672.04	\$ 77,918.36	\$ 77,918.36
37					
38	AMOUNT TO BE APPORTIONED	\$ 70,678.38	\$ 70,672.04	\$ 77,918.36	\$ 77,918.36
39					

CONFLUENCE...



CALAFCO 2015 CONFERENCE
★ SACRAMENTO ★

Announcing The 2015 CALAFCO Annual Conference



Hosted by Sacramento LAFCo

September 2 - 4, 2015

Downtown Sacramento, California
at the Hyatt Regency

Value-Added General and Breakout Session Topics

- Sustainable Groundwater Management Act Implementation - Where Do We Go From Here?
- Planning, Agriculture and Natural Resources - a Confluence of Ideas for LAFCo Solutions
- Urban Growth Boundaries and SOIs
- Leadership Practices in an Era of VUCA (volatility, uncertainty, complexity, ambiguity)
- The Impact of Climate Change on Land Use Planning
- Community Services Districts 101
- Fiscal Tools to Sustain Services
- LAFCo Technology for the 21st Century
- Exploring the New World of Broadband
- LAFCo Staff: The Magic Behind the Curtain

Plus many others!

Note: The Program is still being put together. The topics noted above represent only a portion of the program to be offered. All sessions are subject to change.

Mark your calendar and
plan to attend!

Registration is now open!
Visit www.calafco.org

Special Highlights

Mobile Workshop

A special look at the physical confluence of the Sacramento & American rivers, followed by a tour of the largest and most progressive inland Waste Water Treatment Plant west of the Mississippi, and close with a tour of the Delta levy & habitat. Lunch at the historic Old Sugar Mill included.

*Wednesday from
8:00 a.m. to 12:30 p.m.
(times approx..)*

LAFCo 101

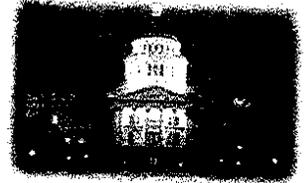
An introduction to LAFCo and LAFCo law for commissioners, staff, and anyone interested in learning more about LAFCo

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

Luncheon Keynote

Featuring *Ted Gaebler*,
co-author of the National
best-seller *Reinventing
Government*

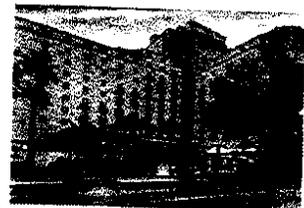
Thursday Luncheon



Invaluable Networking Opportunities

- Commissioner Roundtable discussions on current issues
- Roundtable discussions for LAFCo staff, LAFCo counsel, and Associate members
- 9th CALAFCO Beer & Wine Competition and Reception
- Networking breakfasts
- Receptions

Hyatt Regency Downtown



Make your reservations now at the Hyatt Regency at the CALAFCO special rate of \$126. Find the link at www.calafco.org.

CALAFCO

California Association of Local Agency Formation Commissioners

CONFLUENCE...



CALAFCO 2015 CONFERENCE
★ SACRAMENTO ★



**2015 ANNUAL CONFERENCE
SEPTEMBER 2 - 4
REGISTRATION FORM**

For Registration by Check
To pay with credit cards please visit www.calafco.org
REGISTRATION DEADLINE IS AUGUST 21, 2015

LAFCo	_____
Received	_____
Check #	_____

CONFERENCE REGISTRATION RATES

	PAYMENT Received by July 20 th	PAYMENT Received after July 20 th	Amount Due
Member - Full Conference	\$425	\$485	
Non-member - Full Conference	\$525	\$560	
Guest/Spouse* - All Meals	\$210	\$225	
Guest/Spouse* - Wed Reception/ Thu Banquet Only	\$130	\$150	
Member - One Day (<input type="checkbox"/> Wed or <input type="checkbox"/> Thur or <input type="checkbox"/> Fri)	\$265	\$275	
Non-Member - One Day (<input type="checkbox"/> Wed or <input type="checkbox"/> Thur or <input type="checkbox"/> Fri)	\$325	\$335	
Mobile Workshop - Wednesday	\$48	\$48	
Attorney MCLE Credit (LAFCo counsel only)	\$50	\$50	
LAFCo 101 (no charge for those with full conf. registration. \$35 for those just attending this session.)	\$35	\$35	
TOTAL REGISTRATION RATE DUE			\$

Please submit one form for each person registering

FIRST NAME _____ LAST NAME _____

NAME ON NAME TAG _____

LAFCO/ORGANIZATION _____ POSITION _____

GUEST NAME (For guest/spouse registration) _____

MAILING ADDRESS _____

CITY _____ ZIP _____

PHONE # _____

E-MAIL ADDRESS _____

EMERGENCY CONTACT NAME: _____

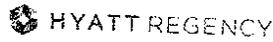
PHONE # _____

Payment must accompany registration. Early registration rate payments **MUST** be received by July 20, 2015 in order for that rate to apply. Please make checks payable to "CALAFCO."

Mail completed forms and payment to:

CALAFCO
1215 K Street, Suite 1650
Sacramento, CA 95814

Hotel Information:



ROOMS STARTING AT \$126 PER NIGHT. CUT-OFF DATE IS AUGUST 11, 2015.

TO MAKE HOTEL RESERVATIONS, PLEASE VISIT:
<https://resweb.passkey.com/go/2015LAFCo>

NEW CANCELLATION AND REFUND POLICY

1. Registrations are considered complete upon receipt of fees.
2. Cancellation requests made in writing and received by August 13, 2015 receive a 100% refund less \$20 handling fee and any transaction fees.
3. Credits are no longer issued for any cancellations.
4. Registration fees are transferable to another person not already registered provided the request is received in writing.
5. Registration fees for guests and special events are not transferable and are fully refundable (minus any transaction fees) if requests are made in writing and received by August 13, 2015 or if the special event is cancelled.
6. Cancellation requests must be made by e-mail, fax or mail to the CALAFCO office.
7. Cancellation requests made after August 13, 2015 are not eligible for a refund or credit.

