

Calaveras Local Agency Formation Commission

Regular Meeting Agenda

MONDAY – April 21, 2014 – 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

Bert Sobon, City Member
Jack Lynch, Chair City Member
Merita Callaway, Vice-Chair County Member
Darren Spellman, County Member
Tony Tyrrell, Special District Member
John Lavaroni, Special District Member
Anita Paque, Public Member

Paul Stein, Public Member Alt.
Debbie Ponte, County Member Alt.
Stuart Raggio, 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. Approval of Minutes for February 24, 2014

4. 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.

5. Consent Agenda:

- a. Review and Authorize Claims for February and March 2014*

PUBLIC HEARINGS:

6 Sphere of Influence Update for the Altaville-Melones, Central Calaveras, Copperopolis, Ebbetts Pass, Mokelumne Hill, Murphys, San Andreas and West Point Fire Protection Districts

- a. Review Sphere of Influence Update Report, Conduct Public Hearing and Consider Resolution 2014-0001 Making Determinations and Approving a Sphere of Influence Update for the Altaville-Melones, Central Calaveras, Copperopolis, Ebbetts Pass, Mokelumne Hill, Murphys, San Andreas and West Point Fire Protection Districts**

7. LAFCo Proposed Budget for FY 2014-2015.

- a. Discuss and Conduct a Public Hearing regarding LAFCo's Proposed Budget for FY 2014-2015 and consider LAFCo Resolution 2014-0002 adopting a proposed budget for FY 2014-2015.*

8. Executive Officer's report

9. Commissioners Reports

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

10. Adjourn to next regular meeting of May 19, 2014

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

LOCAL AGENCY FORMATION COMMISSION
OF CALAVERAS COUNTY
MINUTES OF MEETING
February 24, 2014

COMMISSIONERS PRESENT:

ALSO PRESENT:

Jack Lynch, Chair City Member	
Debbie Ponte, Alternative County Member for Merita Callaway, Vice-Chair County Member	
Bert Sobon, City Member	
Tony Tyrell, Special District Member	John Benoit, Executive Officer
Darren Spellman, County Member	Karon Knuist, LAFCo Clerk
Anita Paque, Public Member	
ABSENT:	
John Lavaroni, Special District Member	

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

The meeting was called to order at 6:00 p.m. in the Calaveras County Board of Supervisors Chambers. There was a quorum present.

2. Approval of Agenda

It was noted by Commission Sobon that Item #8a is repeated from the agenda of January 27, 2014. John Benoit agreed that it should be removed.

MOTION by Commissioner Tyrell second by Commissioner Sobon to approve the Agenda as corrected. Motion passed 5 -0, 2 absent.

3. Approval of Minutes – January 27, 2014

MOTION by Commissioner Sobon second by Commissioner Tyrell to approve the Minutes of the January 27, 2014 meeting. Motion passed 4-0, 2 absent, 1 abstention from Debbie Ponte.

4. Public Comment – No public comments.

Commission Spellman joined the meeting.

5. Consent Agenda:

- a. Review and authorize Claims for January 2014.

MOTION by Commissioner Tyrell second by Commissioner Spellman to approve the Claims for January 2014 as presented. Motion passed 6 -0, 1 absent.

6. Discuss and develop the LAFCo Workplan for FY 2014-2015.

- a. *Hold a discussion and develop a workplan for FY 2014-2015. This is the time for suggestions for inclusion into next year's work program*

Items that need to be addressed in FY 2014-2015:

- Update spheres on the Water and Sewer Service Reviews that were completed in 2012 for the Union PUD, CCWD, Valley Springs PUD, and the Mokelumne Hill Sanitary District.
- Complete Fire Districts that are pending.
- Conduct an MSR on the road services component only for 8 CSDs. Possibly work toward consolidating or moving to CSAs and CSDs to another organization.
- Conduct MSRs on all County Service Areas.
- Districts that have not changed are: Cemetery, Lighting, and Veterans Districts.
- By email, Commissioner Callaway suggested having a CPUC study done on the broadband service in the county. Executive Officer Benoit stated that LAFCo could conduct a survey. However, the majority of the Commissioners felt that more information was required before making a decision to conduct a survey.
- Consider holding a "Managing Districts" training session to include; finance, governance, transparency, operations. Executive Officer Benoit recommended allocating \$5,000 towards a LAFCo sponsored Training in the FY 2014-2015 budget, and all Commissioners agreed.

Public Comment - No public comments.

- 7. In preparation of the 2014-2015 Budget, hold a general discussion regarding the remaining Fire Agency Spheres of Influence including the following:** Altaville FPD, Central Calaveras FPD, Copperopolis FPD, Ebbetts Pass FPD, Mokelumne Hill FPD, Murphys FPD, San Andreas FPD, and West Point FPD.

Commission held a general discussion regarding property tax revenue sharing, cities growth, consolidations, special taxes, and budgets.

Executive Officer Benoit recommended skipping the March 17th meeting and

scheduling Public Hearings for the April 21, 2014 regular LAFCo meeting to discuss the remaining Fire Agency Spheres of Influence.

Public Comment: A member of the audience questioned the Commission on Calaveras Consolidated Fire SOI, which Executive Officer Benoit stated had been adopted at the last LAFCo meeting.

8. Authorize Staff to attend the Calafco Annual Staff Workshop in Berkeley on April 23, 24 and 25 in Berkeley, CA

MOTION by Commissioner Tyrell second by Commissioner Paque to authorize staff to attend the Calafco Annual Staff Workshop in Berkeley on April 23, 24 and 25. Motion passed 6 -0, 1 absent.

9. Executive Officer's Report

a. *700 Forms due April 1, 2014*

Completed 700 Forms are due by April 1, 2014 and should be given to Diane in the County offices.

b. *LAFCo Finances*

Executive Officer Benoit reported that he and Julie McManus have not yet met to review the LAFCo finances.

10. Commissioners Reports – No Commissioners Reports.

11. Adjourn to next regular meeting of April 21, 2014

MOTION by Commissioner Tyrell second by Commissioner Sobon to adjourn the meeting of February 24, 2014. Motion passed 6 -0, 1 absent.

The meeting was adjourned at 7:14 p.m.

CALAVERAS LAFCO

LAFCO CLAIM AUTHORIZATION FORM

for

February and March 2014

Authorize payment of the following claims:

<u>Date of Claim</u>	<u>Description</u>	<u>Amount</u>
FY 2013-2014 Expenses:		
March 1, 2014	Staff Svcs & Expenses – Feb 2014	\$ 4,805.74
April 1, 2014	Staff Svcs & Expenses – March 2014	\$ 4,142.29
TOTAL:		\$ 8,948.03

DATED: Apr 21, 2014

APPROVED: Apr 21, 2014

Jack Lynch, Chair or Merita Callaway, Vice-Chair
Calaveras Local Agency Formation

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
	Total Budgeted	62001	62050	62051	62052	62053	62054	62055	62057	62058	62059	62060
Calafco dues 13-14	\$ 6,600.00	\$ 6,600.00	\$ 1,716.04	\$ 800.00	\$ 758.00	\$ 500.00	\$ 500.00	\$ 2,000.00	\$ 18,000.00	\$ 25,000.00	\$ 42,500.00	\$ 3,600.00
SDRMA Insurance 13-14			\$ (1,691.04)		\$ (758.00)							
Calafco Conference registrations												
Colantuono #25622												
Staff Svcs July 2013				\$ (70.93)			\$ (10.92)	\$ (56.50)	\$ (1,956.25)		\$ (3,500.00)	
Comm Stipends July 15, 2013	\$ (350.00)	\$ (350.00)										
Staff Svcs Aug 2013				\$ (47.78)			\$ (21.96)	\$ (46.11)		\$ (1,462.50)	\$ (3,562.50)	
Colantuono Billing # 25795												
Paque Calafco Conf Reimbursement												
Tyrrell Calafco Conf Reimbursement												
Stein Calafco Conf Reimbursement												
Lynch Calafco Conf Reimbursement												
Comm Stipend Sept 16, 2013	\$ (300.00)	\$ (300.00)										
JB Staff Svcs Sept 2013				\$ (42.27)			\$ (45.84)	\$ (94.97)		\$ (1,237.50)	\$ (2,587.50)	
Calav Ent CalavRiverEst #26627												
Darren Spellman Calafco Conf. Reimb												
Merita Callaway Conf. Reimb				\$ (43.44)			\$ (6.60)	\$ (10.75)	\$ (2,062.50)		\$ (1,575.00)	
Staff Svcs Oct 2013												
CPUD and Fire SOI's oct 2013												
Calaveras Enterprise Rancho Calav Est	\$ (350.00)	\$ (350.00)		\$ (55.25)			\$ (24.96)	\$ (84.27)	\$ (1,537.50)		\$ (3,450.00)	
Comm Stipend Nov 2013												
Calav Ent#27704 PSP and CPUD SOI	\$ 50.00	\$ 50.00										
Redeposit CK #65327 Paquefor6.17.13	\$ (250.00)	\$ (250.00)										
Comm Stipend Dec 16, 2013												
Staff Svcs December 2013				\$ (51.99)			\$ (19.34)	\$ (63.26)	\$ (2,000.00)		\$ (2,337.50)	\$ (900.00)
Angels Camp Inv 0000122 12.16.13												
Calav Enterprise CCFPD and Mokehill				\$ (50.47)			\$ (25.28)	\$ (84.60)	\$ (2,500.00)		\$ (2,120.00)	
Jb Staff Svcs Jan 2014	\$ (450.00)	\$ (450.00)										
Comm Stipend 1.27.14												
Calav Ent #28287 MHFPD MSR &CCSOI	\$ (200.00)	\$ (200.00)										
Meeting Stipend 2.24.2014												
Staff Svcs February 2014			\$ (52.10)	\$ (50.41)		\$ (15.00)	\$ (14.28)	\$ (25.96)	\$ (2,137.50)		\$ (2,482.50)	
Staff Svcs. March 2014							\$ (0.98)	\$	\$ (2,000.00)		\$ (2,012.50)	
TOTAL EXPENDED	\$ (2,950.00)	\$ 4,750.00	\$ 25.00	\$ 335.36	\$ -	\$ 485.00	\$ 329.84	\$ 1,533.58	\$ 3,806.25	\$ 22,300.00	\$ 18,872.50	\$ 2,700.00
TOTAL REMAINING												

Lgl Notices	Training	MileReimb	Travel	Legal Expenses	Contingency	TOTAL
62061	62062	62063	62064	62065	62066	BUDGET
\$ 500.00	\$ 4,000.00	\$ 1,500.00	\$ 2,000.00	\$ 2,500.00	\$ 10,587.40	\$ 112,474.04
	\$ (2,835.00)					\$ (758.00)
		\$ (79.10)		\$ (2,980.00)		\$ (1,691.04)
						\$ (2,835.00)
						\$ (2,980.00)
						\$ (5,673.70)
						\$ (350.00)
						\$ (5,140.85)
	\$ (671.81)			\$ (13.66)		\$ (13.66)
	\$ (728.11)					\$ (671.81)
	\$ (671.14)					\$ (728.11)
	\$ (603.44)					\$ (671.14)
						\$ (603.44)
						\$ (300.00)
		\$ (79.10)				\$ (4,087.18)
\$ (50.60)	\$ (694.77)					\$ (50.60)
	\$ (455.64)					\$ (694.77)
						\$ (455.64)
						\$ (1,635.79)
\$ (50.60)						\$ (2,062.50)
						\$ (50.60)
		\$ (79.10)				\$ (350.00)
\$ (47.30)						\$ (5,231.08)
						\$ (47.30)
						\$ 50.00
	\$ (158.20)					\$ (250.00)
						\$ (4,630.29)
\$ (40.50)						\$ (900.00)
	\$ (78.40)					\$ (40.50)
						\$ (4,858.75)
\$ (40.50)						\$ (450.00)
						\$ (40.50)
	\$ (78.40)					\$ (200.00)
	\$ (78.40)					\$ (4,805.74)
						\$ (4,142.29)
						\$ -
						\$ -
						\$ -
						\$ -
						\$ 0.00
\$ 270.50	\$ (2,659.91)	\$ 869.30	\$ 2,000.00	\$ (493.66)	\$ 10,587.40	\$ (57,350.28)
						\$ 55,123.76
						\$ (57,350.28)
						FY11-12 Exp to date
						\$ 70,000.00
						\$ 70,678.38
						\$ 120,909.34
						\$ -57,350.28
						\$ 0.00
						\$ 134,237.44

Calaveras Local Agency Formation Commission

MEMORANDUM

April 21, 2014

TO: Commissioners

FROM: John Benoit, Executive Officer

RE: Fire and EMS Spheres of Influence

Attached is a Hearing Draft of the Fire and EMS Sphere of Influence. Also attached is a resolution adopting Fire and EMS Spheres of Influence.

A Service Review was adopted last year to provide a background to serve as a basis for Sphere determinations and the Service Review was adopted.

A draft of the Sphere Document was circulated to the various fire agencies in the County. Comments received have been incorporated into the hearing draft Sphere of Influence.

Recommendation:

Conduct Public Hearing, review and receive comments on the hearing draft and consider Resolution 2014-0001 adopting updated Spheres of Influence for Fire and EMS agencies in the County.

Resolution No. 2014-0001

CALAVERAS LOCAL AGENCY FORMATION COMMISSION

A Resolution Making Determinations and Approving A Sphere of Influence Update for the Altaville-Melones, Central Calaveras, Copperopolis, Ebbetts Pass, Mokelumne Hill, Murphys, San Andreas and West Point Fire Protection Districts

WHEREAS, Government Code Section 56425 requires each Local Agency Formation Commission to adopt and periodically review and update a sphere of influence for each local governmental agency within its jurisdiction; and

WHEREAS, the Calaveras Local Agency Formation Commission, in compliance with the aforementioned requirement, is providing a “plan for the probable physical boundaries and service area” for the Altaville-Melones, Central Calaveras, Copperopolis, Ebbetts Pass, Mokelumne Hill, Murphys, San Andreas and West Point Fire Protection Districts; and

WHEREAS, the Commission has set the hearing date of April 21, 2014 for the update of the sphere of influence for the Altaville-Melones, Central Calaveras, Copperopolis, Ebbetts Pass, Mokelumne Hill, Murphys, San Andreas and West Point Fire Protection Districts and has noticed this hearing at the times and as otherwise prescribed by Government Code Section 56150, *et seq.*; and

WHEREAS, the Commission has heard and adopted a Municipal Services Review of Fire and Emergency Medical Services (EMS) provided by the Altaville-Melones, Central Calaveras, Copperopolis, Ebbetts Pass, Mokelumne Hill, Murphys, San Andreas and West Point Fire Protection Districts in accordance with Gov. Code section 56430; and

WHEREAS, the Commission has reviewed and considered the proposed Sphere of Influence update report including the proposed Sphere of Influence Update Maps which are attached hereto and incorporated herein; and

WHEREAS, Calaveras LAFCO prepared a notice of exemption for such action since the spheres of influence reflects no change in the territory currently being served by the district; and

WHEREAS, the Commission has considered those factors determined by it to be relevant to the proposed sphere of influence update, including, but not limited to, those factors specified in Government Code Section 56425, *et seq.*, and has heard from interested parties and considered requests for amendment and/or revision of the proposed updated sphere boundary, if any;

NOW, THEREFORE, BE IT RESOLVED that the Calaveras Local Agency Formation Commission does hereby find and determine as follows:

1. That the proposed sphere of influence update with respect to the Altaville-Melones, Central Calaveras, Copperopolis, Ebbetts Pass, Mokelumne Hill, Murphy’s, San Andreas and West Point Fire Protection Districts complies with the provisions of Government Code Section 56000, *et seq.*
2. That the Altaville-Melones, Central Calaveras, Copperopolis, Ebbetts Pass, Mokelumne Hill, Murphys, San Andreas and West Point Fire Protection Districts are authorized to provide Fire and EMS services. All other services to be provided shall be considered a new

or different service requiring LAFCo approval.

3. That no significant protests have been received regarding the establishment of this Sphere of Influence update.
4. That, pursuant to Government Code Section 56425, the Commission makes and adopts those determinations set forth in the Sphere of Influence Study are attached hereto and incorporated herein as set forth in *Attachment A*.
5. That pursuant to the California Environmental Quality Act, the Commission adopts a Notice of Exemption (*Attachment B*) under Class 20 since the proposed project involves a sphere of influence update where the Sphere of Influence of the Altaville-Melones, Central Calaveras, Copperopolis, Ebbetts Pass, Mokelumne Hill, Murphys, San Andreas and West Point Fire Protection Districts will not change as a result of this update.
6. That the Sphere of Influence Update Report, Executive Officer's Report, and Map for the Altaville-Melones, Central Calaveras, Copperopolis, Ebbetts Pass, Mokelumne Hill, Murphys, San Andreas and West Point Fire Protection Districts updated Sphere of Influence are hereby adopted and approved as set forth in *Attachment "A"*.

PASSED AND ADOPTED at a regular meeting of the Calaveras Local Agency Formation Commission, State of California, on the twenty-first day of April 2014, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Jack Lynch, Chair Calaveras Local Agency
Formation Commission

Attest:

John Benoit, Executive Officer, Calaveras LAFCO

NOTICE OF EXEMPTION

TO: County Clerk
County of Calaveras
San Andreas, CA 95453

FROM: Calaveras LAFCO
P.O. Box 2694
Granite Bay, CA 95746

PROJECT TITLE: **Sphere of Influence Update for the** Altaville-Melones, Central Calaveras, Copperopolis, Ebbetts Pass, Mokelumne Hill, Murphys, San Andreas and West Point Fire Protection Districts

PROJECT LOCATION: All of Calaveras County

DESCRIPTION OF PROJECT:

An update to the sphere plans for the probable physical boundaries and service area for Fire and EMS services provided by the CPUD Altaville-Melones, Central Calaveras, Copperopolis, Ebbetts Pass, Mokelumne Hill, Murphys, San Andreas and West Point Fire Protection Districts.

NAME OF PUBLIC AGENCY APPROVING PROJECT:

Calaveras Local Agency Formation Commission

NAME OF PERSON OR AGENCY CARRYING OUT THE PROJECT:

John Benoit, Executive Officer for
Calaveras Local Agency Formation Commission

EXEMPT STATUS:

Class 20 Categorical Exemption, "Changes in Organization of Local Agencies" CEQA Guideline Section 15320.

REASONS WHY PROJECT IS EXEMPT:

The proposed project involves a sphere of influence update where the services provided by the Altaville-Melones, Central Calaveras, Copperopolis, Ebbetts Pass, Mokelumne Hill, Murphys, San Andreas and West Point Fire Protection Districts will not change as a result of this update and the proposal is consistent with the land use patterns established in the County's General Plan. Sphere expansion areas are currently established by LAFCo.

CONTACT PERSON:
John Benoit
LAFCO Executive Officer

TELEPHONE NUMBER:
(209) 754.6511

By: _____

Date: April 21, 2014

CALAVERAS
Local Agency Formation Commission

DATE: April 21, 2014
TO: Local Agency Formation Commission
FROM: John Benoit, Executive Officer
RE: Proposed Budget for FY 2014-2015

Activities

While LAFCO is mindful of the budget constraints of the City and County the following proposed activity report reflects significant limitations and changes in LAFCO in the upcoming fiscal year. The proposed budget carries over an estimated \$120,909.00 of which \$70,000.00 is designated in the LAFCO General Reserve fund leaving \$50,909 to be re-budgeted into the FY 2014-2015 LAFCO Budget.

Since the passage of AB-2838, based on the recommendations of the Commission for Local Governance, LAFCO has become an independent agency. Many of the start-up activities have been completed and the mandated Service Reviews and Sphere of Influence updates continuously need updating.

LAFCO contracts with the City to provide financial services for \$3,600.00. Other services provided by Calaveras County are directly billed to LAFCO.

Budget Justification

Since the passage of AB-2838 in 2000, LAFCO has become independent from the County. Costs for the operation of LAFCO were entirely paid by the County including costs for staff time, legal services, miscellaneous office expenses, and insurance. Now both the City and County pay LAFCO costs. These costs are more apparent since LAFCO is independent and not part of a larger county department. LAFCO is still required to pay for various costs as an independent agency. The fixed costs are insurance, financial functions, clerk costs, legal notices, and Brown Act Compliance.

The line items for Professional Services are proposed to remain the same in the upcoming budget due to fiscal limitations of the Districts, City and County.

In the attached sheet, I have provided a "Proposed" budget based on the costs to provide LAFCO.

The overall goal of this budget is to conduct LAFCO business in a proactive manner involving the Community and to meet the overall requirements of the Cortese-Knox-Hertzberg Act at a reasonable cost.

Summary of Proposed Budget:

Insurance The estimated cost for LAFCO insurance through the Special Districts Risk Management Authority is estimated to be \$1,691.04 since SDRMA said insurance rates would not increase this year.

Communications LAFCO incurs communications costs (costs for phone and internet). In the past these costs have been tracked and about \$100.00 per month appeared appropriate. However, LAFCO was spending less so last year the budget was reduced and will remain at \$800.00 this year

Memberships Dues for Calafco for rural LAFCO's were \$725.00 for FY 2011-2012 this year the dues were increased to \$741.00 and then \$758.00. Dues for Calafco are going up another 1.5 percent this year to \$769.00. It is important LAFCO remain in its statewide professional organization and participate in LAFCO issues of common concern for the benefit of Calaveras LAFCO and its agencies.

Office Expense This covers copy costs, postage, and publications. These expenses are split into 3 budget categories as follows: General Office Expenses at \$750.00, Copies at \$2,500.00, and Postage at \$1,000.00. We have not been spending all of these so they can be reduced as follows: General Office Expenses at \$350.00, Copies at \$2,000.00, and Postage at \$500.00.

Executive Officer Services, Clerk Services and Legal Services I am recommending \$42,500 for this item the same as previous years. This combines the Clerk and Executive Officer into one budget category. Notwithstanding a very complex reorganization (application), controversial service review or sphere of influence or incorporation project for Calaveras LAFCO, this amount should also cover LAFCO administration and clerking costs. This amount should partially cover work on various Spheres of Influence projects.

Note: some project related cost overruns relating to an application would normally be fee supported if an augmentation were needed in this category. A project proponent will pay all project related costs including legal costs.

Legal Notices/Publications I am recommending \$500 for this item a \$200 reduction from two years ago. Legal notices are required by state law and must be prepared for Municipal Service Reviews and Sphere of Influence Updates, all public hearings before the commission and protest hearings. Public hearing notices are required for many LAFCO actions.

Transportation/Travel/Conf. Registration I am recommending \$4,000.00 for training and \$2,000.00 for travel expense and \$1,500.00 for personal mileage. This amount will provide for a portion of the Executive Officer's attendance at Calafco activities to represent Calaveras LAFCO as well as for Commissioners to attend the Calafco conference in Ontario, California. This year Travel costs were \$6,659.91 in this category.

Estimated costs for each Commissioner to attend the Calafco Annual Conference on October 15-17 in Ontario is approximately \$1,300 per person including transportation, lodging for two nights and conference registration.

Service Reviews and Sphere of Influence Updates: I am recommending \$25,000 to prepare Service Review updates for CSA's and CSD's and \$20,000 for Spheres of Influence for CSA's and CSD's. See attached Service Review and Sphere of Influence Status sheet.

LAFCO Counsel The Commission has appointed a LAFCO Counsel. LAFCO has had no threats of Litigation at this time. However, with controversial projects, legal advice will become necessary and the \$2,500 budgeted will be the minimal amount LAFCO should budget the use reserve and (or) contingency funds could be necessary. This year LAFCo spent \$2,993.66 in this category.

A-87 / City Finance Costs The County's cost plan is no longer applicable to LAFCO. As with LAFCO's A-87 charge of \$16,575 four years ago, justification will be required in order for LAFCO to pay any A-87 costs from the past. LAFCO now contracts with the City of Angels for \$3,600 per year for financial services.

Special District Training This item is anticipated for training of special districts in matters of governance, finances and district management. This item was eliminated from the budget five years ago due to budget cuts. This year the Commission has chosen to include this type of training in its budget. The amount budgeted is \$5,000 for training costs, room rental and misc. related expenses. Staff also continues to look for opportunities for free training for districts the city and county where there is no or a minimal cost such as the AB-1234 training held last fall.

Contingency LAFCO has established a contingency fund equaling approximately 10% more or less of its general operational budget, which is proposed to be \$11,271.04 for this year.

General Reserve For FY 2014-2015 the General Reserve is estimated to remain at \$70,000. The purpose of the reserve is to use the funds to comply with state law i.e. preparing LAFCo required MSR's and SOI updates and to provide a reserve if unanticipated costs arise such as litigation.

Anticipated re-budgeting of funds

Notwithstanding unexpected expenses in May and June, at current expenditure rates the Commission will be able to re-budget approximately \$120,909.00 from the 2013-2014 fiscal year into the 2014-2015 fiscal year including the \$70,000 for the General Reserve and the contingency and funding for the CSA and CSD Spheres of Influence alleviating the need to raise the cost of LAFCO for the districts, city and the county at this time.

Costs to City, the Independent Special Districts and County

Since 2001, LAFCO costs to the City, Independent Special Districts and the County was \$78,640.00. In FY 2010-2011 and FY 2011-2012 the amount was reduced to \$70,776.00 and this year was \$70,678.38. Next year, this amount is slightly lower at \$70,672.04. The reason LAFCO is able to keep its budget low is because LAFCO has a reserve fund and is able to carryover service review and sphere of influence costs from prior fiscal years as well as to reduce costs whenever possible. With increasing state mandates it is inevitable LAFCo will have raise its budget in future years.

Recommendation:

Adopt Resolution 2014-0002 approving a proposed budget for FY 2014-2015.

Service Review and Sphere of Influence Status Report

Name of Agency	Date Service Review Adopted	Date Sphere of Influence Adopted
CEMETERY DISTRICTS:		
Altaville Cemetery District	Resolution 2005-11 8/15/2005	Resolution 2005-12 8/15/2005
Copperopolis Cemetery District	Resolution 2005-11 8/15/2005	Resolution 2005-12 8/15/2005
Mokelumne Hill Cemetery District	Resolution 2005-11 8/15/2005	Resolution 2005-12 8/15/2005
Murphys Cemetery District	Resolution 2005-11 8/15/2005	Resolution 2005-12 8/15/2005
Rail Road Flat Cemetery District	Resolution 2005-11 8/15/2005	Resolution 2005-12 8/15/2005
San Andreas Cemetery District	Resolution 2005-11 8/15/2005	Resolution 2005-12 8/15/2005
Vallecito Cemetery District	Resolution 2005-11 8/15/2005	Resolution 2005-12 8/15/2005
West Point Cemetery District	Resolution 2005-11 8/15/2005	Resolution 2005-12 8/15/2005
COMMUNITY SERVICES DISTRICTS:		
Circle XX Community Services District	Resolution 2006-01 2/27/2006	Resolution 2006-02 2/27/2006
Saddle Creek CSD	Resolution 2006-01 2/27/2006	Resolution 2006-02 2/27/2006
Copper Cove Rocky Road CSD	Resolution 2006-01 2/27/2006	Resolution 2006-02 2/27/2006
Appaloosa Road CSD	Resolution 2006-01 2/27/2006	Resolution 2006-02 2/27/2006
Mountain Ranch CSD	Resolution 2006-01 2/27/2006	Resolution 2006-02 2/27/2006
Three Cent Flat CSD	Resolution 2006-01 2/27/2006	Resolution 2006-02 2/27/2006
Lynn Park Acres CSD	Resolution 2006-01 2/27/2006	Resolution 2006-02 2/27/2006
Middle River CSD	Resolution 2006-01 2/27/2006	Resolution 2006-02 2/27/2006
COUNTY SERVICE AREAS:		
Rancho Calaveras County Service Area	Resolution 2006-01 2/27/2006	Resolution 2006-02 2/27/2006
Bar XX CSA	Resolution 2006-01 2/27/2006	Resolution 2006-02 2/27/2006
Diamond XX CSA	Resolution 2006-01 2/27/2006	Resolution 2006-02 2/27/2006
Springs Hills CSA	Resolution 2006-01 2/27/2006	Resolution 2006-02 2/27/2006
and Golden Hills CSA	Resolution 2006-01 2/27/2006	Resolution 2006-02 2/27/2006
HEALTH CARE DISTRICT:		
Mark Twain Health Care District	Resolution 2005-09 8/15/05	Resolution 2005-10 8/15/05
VETERANS MEMORIAL DISTRICTS:		
Angels Camp Veterans Memorial District	Resolution 2005-15 11/21/2005	Resolution 2005-16 11/21/2005
Ebbetts Pass Veterans Memorial District	Resolution 2005-15 11/21/2005	Resolution 2005-16 11/21/2005
Jenny Lind Veterans Memorial District	Resolution 2005-15 11/21/2005	Resolution 2005-16 11/21/2005
Mokelumne Hill Veterans Memorial District	Resolution 2005-15 11/21/2005	Resolution 2005-16 11/21/2005
San Andreas Veterans Memorial District	Resolution 2005-15 11/21/2005	Resolution 2005-16 11/21/2005
West Point Veterans Memorial District	Resolution 2005-15 11/21/2005	Resolution 2005-16 11/21/2005
PARK DISTRICTS:		
San Andreas Recreation and Park District	Resolution 2005-15 11/21/2005	Resolution 2005-16 11/21/2005
WATER and SEWER DISTRICTS:		
Union Public Utility District	Resolution 2012-0004 6.18.12	water: Dec 15, 2003 Reso 03-05
Calaveras County Water District	Resolution 2012-0002 5.21.2012	Sewer: 1/25/2005 WW Reso 2005-01 water: Dec 15, 2003 Reso 03-05
Calaveras Public Utility District	Resolution 2012-0002 5.21.2012	Resolution 2013-0011 Dec 16, 2013
Valley Springs PUD	Resolution 2012-0002 5.21.2012	1/25/2005 WW Reso 2005-01 water: Dec 15, 2003 Reso 03-05
Wallace CSD	Resolution 2012-0002 5.21.2012	Resolution 2012-05 July 16, 2012
San Andreas Sanitary District	Resolution 2012-0002 5.21.2012	Resolution 2013-01 4/15/13
Murphys Sanitary District	Resolution 2012-0002 5.21.2012	Resolution 2013-02 4/15/12
Mokelumne Hill Sanitary District	Resolution 2012-0002 5.21.2012	1/25/2005 WW Reso 2005-01
FIRE PROTECTION DISTRICTS:		
Altaville Melones FPD	Resolution 2013-005 June 17, 2013	Pending
Central Calaveras FPD	Resolution 2013-005 June 17, 2013	Pending
Copperopolis FPD	Resolution 2013-005 June 17, 2013	Pending
Ebbetts Pass FPD	Resolution 2013-005 June 17, 2013	Pending
Foothill Fire FPD	Resolution 2013-005 June 17, 2013	Calav Consolid 1.27.14 Res 14-01
Jenny Lind FPD	Resolution 2013-005 June 17, 2013	Calav Consolid 1.27.14 Res 14-01
Murphys FPD	Resolution 2013-005 June 17, 2013	Pending
San Andreas FPD	Resolution 2013-005 June 17, 2013	Pending
Westpoint FPD	Resolution 2013-005 June 17, 2013	Pending
Mokelumne Hill FPD	Resolution 2014-002 Jan 27, 2014	Pending
STREET LIGHTING DISTRICTS:		
Arnold Lighting District	Resolution 2005-04 June 20, 2005	Resolution 2005-05 June 20, 2005
Murphys Lighting District	Resolution 2005-04 June 20, 2005	Resolution 2005-05 June 20, 2005
San Andreas Lighting District	Resolution 2005-04 June 20, 2005	Resolution 2005-05 June 20, 2005
Mokelumne Hill Lighting District	Resolution 2005-04 June 20, 2005	Resolution 2005-05 June 20, 2005
Valley Springs Lighting District	Resolution 2005-04 June 20, 2005	Resolution 2005-05 June 20, 2005
West Point Lighting District	Resolution 2005-04 June 20, 2005	Resolution 2005-05 June 20, 2005
Sunrise Point Lighting CSA	Resolution 2005-04 June 20, 2005	Resolution 2005-05 June 20, 2005
Wallace CSD (Lighting)	Resolution 2005-04 June 20, 2005	Resolution 2005-05 June 20, 2005
Saddle Creek CSD (Lighting)	Resolution 2005-04 June 20, 2005	Resolution 2005-05 June 20, 2005
CITY OF ANGELS CAMP		
	Resolution 2009-10 12/21/2009	Resolution 2011-0006 Dec 19, 2011

***SPECIAL DISTRICT TRAINING

14-Mar-08

Resolution 2014-0002

Calaveras Local Agency Formation Commission

Resolution of the Calaveras Local Agency Formation Commission Adopting a Proposed Budget for 2014-2015

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; and,

WHEREAS, the Executive Officer has given notice of hearing in the form and manner specified by law for adoption of the proposed 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 2014-2015 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 and the Commission's adopted work program;

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

1. That Calaveras LAFCO hereby adopts the attached proposed 2014-2015 proposed budget.
2. Directs the Executive Officer to transmit the proposed budget to the Auditor and all parties specified in Government Code Section 56381 (a) as promptly as possible. PASSED AND ADOPTED by the Calaveras Local Agency Formation Commission at a regular meeting of said Commission held on April 21, 2014 by the following roll call vote:

AYES: -

NOES: -

ABSTAINS: -

ABSENT: -

Signed and approved by me after its passage this 21st day of April 2014.

Jack Lynch, Chair, Calaveras LAFCO

Attest:

John Benoit, Executive Officer
Calaveras LAFCO

F.Y. 2014-2015
Proposed Budget
Calaveras LAFCO

A	B	C	D	E	F	G	H
		2010-2011 Budget Adopted Final	2011-2012 Budget Adopted Final	2012-2013 Budget Adopted Final	2013-2014 Final Budget	FY 2013-2014 Expenses as of 1-Apr-14	2014-2015 Proposed Budget
2							
3							
4							
5							
6	EXPENDITURES						
7	SERVICES AND SUPPLIES						
8							
9	62001 Extra Hire - Commissioners Stipend	\$ 6,600.00	\$ 6,600.00	\$ 6,600.00	\$ 6,600.00	\$ 1,850.00	\$ 6,600.00
10	62050 Insurance	\$ 2,500.00	\$ 2,500.00	\$ 1,700.00	\$ 1,716.04	\$ 1,691.04	\$ 1,691.04
11	62051 Communications	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 800.00	\$ 464.64	\$ 800.00
12	62052 Memberships - Calafco	\$ 1,500.00	\$ 725.00	\$ 741.00	\$ 758.00	\$ 758.00	\$ 769.00
13	62053 Office Expense - General	\$ 750.00	\$ 750.00	\$ 750.00	\$ 500.00	\$ 15.00	\$ 350.00
14	62054 Office Expense - Postage	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 170.16	\$ 500.00
15	62055 Office Expense - Copies	\$ 2,500.00	\$ 2,500.00	\$ 33,000.00	\$ 2,000.00	\$ 466.42	\$ 2,000.00
16	62056 Fire and EMS MSR (SOI fy13-14)& CSD-CSA MSR	\$ 49,900.00	\$ 40,000.00	\$ 25,000.00	\$ 18,000.00	\$ 14,193.75	\$ 25,000.00
17	62057 Prof Services-(CSD-CSA SOI)	\$ 2,136.00	\$ 42,500.00	\$ 42,500.00	\$ 25,000.00	\$ 2,700.00	\$ 20,000.00
18	62058 Prof Serv-City of Angels SOI	\$ 42,500.00	\$ 3,600.00	\$ 3,600.00	\$ 42,500.00	\$ 23,627.50	\$ 42,500.00
19	62059 Professional Services-Exec. Officer/Clerk	\$ 3,600.00	\$ 700.00	\$ 700.00	\$ 3,600.00	\$ 900.00	\$ 3,600.00
20	62060 City Finance Charges (formerly A-87)	\$ 700.00	\$ 4,000.00	\$ 4,000.00	\$ 500.00	\$ 229.50	\$ 500.00
21	62061 Legal Notices	\$ 4,000.00	\$ 1,500.00	\$ 1,500.00	\$ 4,000.00	\$ 6,659.91	\$ 4,000.00
22	62062 Training	\$ 1,500.00	\$ 5,000.00	\$ 3,000.00	\$ 1,500.00	\$ 630.70	\$ 1,500.00
23	62063 Personal Mileage Reimb	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,000.00	\$ 2,993.66	\$ 2,000.00
24	62064 Travel Expense	\$ 2,500.00	\$ 108,475.00	\$ 123,691.00	\$ 2,500.00	\$ 57,350.28	\$ 5,000.00
25	62065 Legal Counsel Services and misc Legal Expenses	\$ 121,286.00	\$ 9,635.00	\$ 12,369.10	\$ 105,874.04	\$ 112,710.04	\$ 112,710.04
26	62067 Special Dist. Training	\$ 9,635.00	\$ 100,000.00	\$ 100,000.00	\$ 10,587.40	\$ 11,271.00	\$ 11,271.00
27	TOTAL SERVICES AND SUPPLIES	\$ 90,365.00	\$ 218,110.00	\$ 236,060.10	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00
28	62066 Contingency Fund	\$ 221,286.00	\$ 218,110.00	\$ 236,060.10	\$ 186,461.44	\$ 193,981.04	\$ 193,981.04
29	General Reserve Fund	\$ 206,277.00	\$ 188,388.61	\$ 162,943.32	\$ 113,383.06	\$ 120,909.34	\$ -120,909.00
30	Services, Contingency and Reserve Total	\$ 70,776.00	\$ 70,776.00	\$ 70,716.78	\$ 70,678.38	\$ 70,678.38	\$ 70,672.04
31	Carryover from prior year			\$ 400	\$ 400	\$ 400	\$ -400
32	Anticipated Project Revenue						
33	Anticipated Interest						
34	Contributions from Governments						
35							
36							
37							
38							
39	AMOUNT TO BE APPORTIONED	\$ 70,776.00	\$ 70,776.00	\$ 70,716.78	\$ 70,678.38	\$ 70,672.04	\$ 70,672.04