

Calaveras Local Agency Formation Commission

Regular Meeting Agenda

MONDAY – July 18, 2016 – 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, Public Member
Bert Sobon, City Member
Amanda Folendorf, Chair, City Member
Cliff Edson, County Member
Michael Oliveira, Vice Chair County Member
Tony Tyrrell, Special District Member
John Lavaroni, Special District Member

Roark Weber, Public Member Alt.
Debbie Ponte, County Member Alt.
Scott Behiel, City Member Alt.
Jon Dashner, Special Dist. Member Alt.
Staff:
John Benoit, Executive Officer
Nancy Mees, LAFCO Clerk
Michael Colantuono, LAFCO Counsel

2. Approval of Agenda (Deletions/Additions)

4. Consider minutes of May 16, 2016

a. Approve May 16, 2016 Minutes

5. Consent Agenda:

a. Review and Authorize Claims for May and June 2016

WORKSHOP

6. **Workshop regarding the Draft Public Facilities & Services Element to the Calaveras Co. General Plan**
 - a. *Review & Discuss the Draft Public Facilities and Services Element and provide direction to staff to include in a comment letter regarding this element.*
7. **Authorize Commissioners and Staff to attend the Calafco Annual Conference in Santa Barbara October 26-28, 2016.**
 - a. *Authorize Staff and Commissioners to attend the Calafco Annual Conference in October.*
8. **Calafco Achievement Award Nominations**
 - a. *Review Calafco memorandum regarding nominations for a Calafco Achievement Award and propose a nomination if desired.*
9. **Calafco 2016-2017 Nominations for the Calafco Board of Directors**
 - a. *Review Calafco memorandum and nominate a County member or a Special District member to the Calafco Board of Directors, if desired.*
10. **Executive Officer's report**
 - a) *CCWD Sphere of Influence*
 - b) *Calaveras County RCD Formation*
 - c) *Saddle Creek CSD Service Review and Sphere*
 - d) *Health Care Service Review and Sphere*
 - e) *Insurance for FY 2016-2017*
 - f) *CSDA Financial (Budgeting, Financial Planning and CIP Training) Friday September 30th, 2016 - 6 hour workshop at the BOS Room in San Andreas*
 - g) *2016 Ethics Training - Friday October 14th, 2016 - 2 hour workshop at the BOS Room in San Andreas*
11. **Commissioners Reports**

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

This is the time set aside for citizens to address the Commission on any item of interest to the public that is within the subject matter jurisdiction of the Commission. For items that were on the agenda, public comment was heard when the item is discussed. If your comments concern an item that is noted as a public hearing, please address the Commission after the public hearing is opened for public testimony. The Chair reserves the right to limit each speaker to three (3) minutes. Please understand that by law, the Commission cannot make decisions on matters not on the agenda.
13. **Adjourn to next regular meeting of August 15, 2016**

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 May 16, 2016

1. **Call to Order/Pledge of Allegiance/Roll Call** – Order was called by Chair Paque at 6:07 p.m. on Monday, May 16, 2016, 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
John Lavaroni, Special District Member
Cliff Edson, County Member
Debbie Ponte, County Member Alt.

Commissioners Absent

Michael Oliveira, County Member
Tony Tyrell, Vice Chair, Special Dist.
Don Young, Special Dist. Alt.
Tony Tyrrell, Special District
Scott Behiel, City Alternate

Staff Present

John Benoit, Executive Officer

Nancy Mees, LAFCO Clerk

Others Present

Sign Interpreters
Roark Weber, Public Alternate

2. **Election of Chair and Vice-Chair. Bylaw Section 4.6(a) calls for the election of the Chair and Vice-Chair at the May meeting.**
 - a. *Elect a Chair from the Special District Category:* **MOTION** by Commissioner Ponte to bypass a Special District member being Chair and move to a City member being Chair and nominating Commissioner Folendorf for Chair, second by Commissioner Sobon. Motion passed 6 yes, 0 no, 1 absent, 0 abstention.
 - b. *Elect a Vice-Chair from the City Category:* **MOTION** by Commissioner Edson nominating Commissioner Oliveira for Vice-Chair, seconded by Commissioner Ponte. Motion passed 6 yes, 0 no, 1 absent, 0 abstention. Commissioner Folendorf assumed the Chair position.
3. **Approval of Agenda:** **MOTION** by Commissioner Paque to approve the Agenda as presented, second by Commissioner Sobon. Motion passed 6 yes, 0 no, 1 absent, 0 abstention.

4. **Consider Minutes from the April 18, 2016, LAFCo meeting.** MOTION by Commissioner Ponte to approve the Minutes as presented, second by Commissioner Paque. Motion passed 5 yes, 0 no, 1 absent, 1 abstention.

5. **Consent Agenda: Review and Authorize Claims for April 2016.** MOTION by Commissioner Paque to approve Claims for April 2016 as presented, second by Commissioner Lavaroni. Motion passed 6 yes, 0 no, 1 absent, 0 abstention.

PUBLIC HEARING

6. **Public Hearing regarding the 2016-2017 Final Calaveras LAFCo Budget.**

Executive Officer Benoit reported that no changes had been made to the budget since the Commission's review and discussion of it at the April meeting.

Public Comment: No public comments.

MOTION by Commissioner Sobon to accept the 2016-2017 Final Calaveras LAFCo Budget as presented, second by Commissioner Edson. Motion passed 6 yes, 0 no, 1 absent, 0 abstention.

7. **Consider LAFCo Bylaw amendment thereby adding Section 5.11 - Legislative Process Participation - to the Calaveras LAFCo Bylaws.**

Executive Officer Benoit explained that the purpose of this Bylaw amendment is to deal with the fact that legislative bills are often changed quickly, thus requiring a quick response from the LAFCo Commission. In situations when there is no time for the full Commission to hear and address the issue, a comment or response can be written by the Executive Officer in consultation with the Chair and Vice-Chair, subject to review by the full Commission at its next regular meeting.

Public Comment: No public comments.

MOTION by Commissioner Lavaroni to adopt Resolution No. 2016-0006, amending the LAFCo Bylaws by adding Section 5.11 as presented, second by Commissioner Paque. Motion passed 6 yes, 0 no, 1 absent, 0 abstention.

8. **Review Records Retention Policy Adopted on November 18, 2013.**

Executive Officer Benoit reported that he is in the process of making all LAFCo records digital and is following the Records Retention Schedule included in the packet. He has

spoken with other counties to see what types of digital media they are using and how long they retain their action minutes. Commissioner Paque stated that she feels we should continue in our present practice of not retaining the meeting tapes beyond approval of the written minutes for that meeting because both the board and the public have time to comment before the written minutes are finalized and approved. Commissioner Ponte asked how requests for minutes are fulfilled, and Executive Officer Benoit explained that LAFCo has its Public Records and keeps the written records in storage. If electronic records were available, they would be more accessible to the public, and he will look into a protocol LAFCo could use and bring that to the Commission at a later date.

9. Review letter regarding the Draft Circulation and Conservation and Open Space Elements and authorize the Chair to sign.

Executive Officer Benoit reported that he had taken the comments from the Commissioners at the last meeting and written the draft letter to the Calaveras County Planning Department that is in the packet, stating the Commission's concerns about correlating with the land use map and the General Plan's conservation easement policy, among other items. Commissioners Edson and Ponte made some comments about the General Plan.

Public Comment: No public comments.

MOTION by Commissioner Ponte to accept the letter as written for signature and submittal to the county, second by Commissioner Paque. Motion passed 6 yes, 0 no, 1 absent, 0 abstention.

10. Review letter mailed to Senate Committee on Environmental Quality regarding opposition to SB 1318 (Wolk).

It was pointed out by Commissioner Edson that this letter is an example of why the Bylaw amendment adding Section 5.11 was needed. Commissioner Paque gave a review of what SB 1318 is about, why LAFCo has issues with it, and what CALAFCo and many local LAFCos are doing to try to get the bill favorably amended. Commissioner Edson suggested we copy our local state representatives whenever we correspond with a State Legislative committee regarding legislation. Executive Officer Benoit says he has, and will continue to do so.

11. Executive Officer's report.

- a. Special District member recruitment – only three votes have been received so far, leaving about 27 more to go.

LAFCo now has most of the sphere maps it needs for CCWD. Once all maps are ready, they will be forwarded to CCWD and LAFCo will hold a workshop on it.

Executive Officer Benoit is expecting comments back from CCWD. We currently have all the maps for the service zones for water and sewer, and the Executive Officer is now working on the irrigation maps, some of which he hasn't received yet. He believes there may be some overlaps between CCWD and other irrigation districts.

12. Commission Reports: Commissioner Edson commented that he believes it is good that we are looking at state legislation and how it affects our sewer and water districts.

13. Public Comment: No public comments.

14. Adjournment: Meeting was adjourned at 7:03 p.m. The next scheduled LAFCo meeting will be held Monday, July 18, 2016.

Minutes submitted by Nancy Mees.

DATED:

APPROVED:

Amanda Folendorf, Chair, or Michael Oliveira,
Vice Chair, Calaveras Local Agency Formation

CALAVERAS LAFCO

LAFCO CLAIM AUTHORIZATION FORM

for

May and June 2016

Authorize payment of the following claims:

<u>Date of Claim</u>	<u>Description</u>	<u>Amount</u>
FY 2016-2017 Expenses:		
June 1, 2016	Staff SVCS & CSA MSR – May 2016	\$ 4,306.95
May 16, 2016	Comm Payroll May 16, 2016	\$ 350.00
June 20, 2016	CSDA payment #1 Training	\$ 2,500.00
July 1, 2016	Staff SVCS and CSA MSR-CCWD SOI HCMSR	\$ 4,805.52
TOTAL May and June 2016		\$ 11,962.47

DATED: July 18, 2016

APPROVED: July 18, 2016

Amanda Folendorf or Michael Oliveira, Vice-Chair
Calaveras Local Agency Formation Commission

Attest:

John Benoit
Executive Officer

2015-2016 Expenditures

Calaveras LAFCO

City Fund 408 Dept 9001

Item	Account Number	Comm Stipends	Insurance	Communications	Memberships	GenOfficeExp	Postage	copies	Fire&EMS	W & WWISOI	Ex. OFF. Svcs	City Fin Chrg
		62001	62050	62051	62052	62053	62054	62055	62057	62058	62059	62060
Calafco dues 14-15		\$ 6,600.00	\$ 1,662.60	\$ 800.00	\$ 785.00	\$ 350.00	\$ 500.00	\$ 2,000.00	\$ 25,000.00	\$ 20,000.00	\$ 42,500.00	\$ 3,600.00
SORMA Insurance 14-15			\$ (1,623.60)		\$ (785.00)							
Calafco Conf. Regis Sept 2-4				\$ (39.71)			\$ (19.68)	\$ (56.25)	\$ (6,306.25)		\$ (3,620.00)	
JB Invoice July 15 Svcs, Mapping, MSR				\$ (39.86)				\$ (10.00)			\$ (3,150.00)	
JB Invoice August mapping MSR misc												
Tyrrell Conference Costs												
Paque Conference Costs												
Refund Sobon and Oliveira Calafco												
Comm Payroll July 20, 2015		\$ (250.00)										
Comm Payroll Sept 21, 2015		\$ (300.00)										
Staff Svcs Sept 2015				\$ (39.86)								
Staff Svcs October 2015				\$ (36.97)								
Colantuono Highsmith and Whatley							\$ (19.02)	\$ (44.19)	\$ (3,056.25)		\$ (4,245.00)	
Calaveras Enterprise RCD Legal Notice							\$ (2.94)	\$ (25.00)	\$ (918.75)		\$ (3,787.50)	
Angels Camp 1st Qtr Finance #0166												
Comm Stipend 11.16.15		\$ (350.00)										
Staff Svcs November 2015				\$ (40.07)								\$ (900.00)
Staff Svcs December 2015				\$ (40.06)								
Calaveras Enterprise RCD Protest Notice/public member recruitment and CSA hearing						\$ (23.33)	\$ (65.35)	\$ (266.53)	\$ (1,450.00)		\$ (3,620.00)	
Union Democrat Pub. Mem. Recruitment							\$ (15.68)	\$ (27.00)	\$ (1,450.00)		\$ (2,000.00)	
Valley Springs News Pub Mem recruit												
1.25.16 Calav Payroll		\$ (300.00)										
Angels Camp 2nd Qtr Finances #0175				\$ (40.36)			\$ (74.42)	\$ (114.36)	\$ (2,193.75)	\$ (1,975.00)	\$ (2,120.00)	\$ (900.00)
2.22.16 Comm Payroll		\$ (350.00)										
Staff Svcs Feb 2016				\$ (40.37)								
Angels Camp 3rd Qtr Finances #0178				\$ (40.36)			\$ (52.99)	\$ (103.16)	\$ -	\$ (2,000.00)	\$ (2,376.25)	\$ (900.00)
Staff Svcs and CCWD Sol Mar 2016												
Comm Stipend 4.18.16		\$ (300.00)					\$ (0.49)			\$ (2,250.00)	\$ (2,550.00)	
Staff Svcs April 2016				\$ (36.84)								
Calaveras Ent 16-17 Prop-fin Budget						\$ (15.00)	\$ (59.84)	\$ (145.92)	\$ (750.00)	\$ (750.00)	\$ (4,095.00)	
Payroll 5.16.16 LAFCo meeting		\$ (350.00)										
Staff Svcs May 2016				\$ (40.51)								
CSDA Training First Payment from 15-16						\$ (15.00)	\$ (38.25)	\$ (80.09)	\$ (1,500.00)	\$ (1,500.00)	\$ (2,557.50)	
Staff Svcs and MSR Jan 2016				\$ (40.57)			\$ (15.00)	\$ (5.00)	\$ (1,443.75)		\$ (3,150.00)	

TOTAL EXPENDED	\$ (2,200.00)	\$ 1,623.60	\$ (475.54)	\$ (785.00)	\$ (142.75)	\$ 207.25	\$ 200.46	\$ 1,122.50	\$ 8,181.25	\$ 11,525.00	\$ 5,228.75	\$ 900.00
TOTAL REMAINING	\$ 4,400.00	\$ 39.00	\$ 324.46	\$ -	\$ (289.54)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



Announcing The 2016 CALAFCO Annual Conference



Hosted by Santa Barbara LAFCo

October 26-28, 2016

Fess Parker DoubleTree by Hilton
Santa Barbara, CA



Value-Added and Relevant General & Breakout Session Topics

- ~ The Big Picture: A Water Report From a State, Regional and Local Level*
- ~ Back to Our Roots: Ag Preservation - Where Are We and Where Are We Going?*
- ~ Cutting Edge Trends & LAFCo: GIS, Public Policy Future Challenges
- ~ AB 8 - Property Tax Exchanges and LAFCo
- ~ Water Alternatives: Desal, Recycled Water and Interagency Coordination
- ~ Growth & Development by the Numbers: A Look at Key Demographics & Governance Changes post CKH
- ~ CEQA and LAFCo as a Responsible Agency
- ~ DUCs: How Is It Going?
- ~ LAFCo and State Legislative Overrides - What's That All About Anyway?*
- ~ Annual CALAFCO Legislative Update*

Plus more!

Note: The Program is subject to change.
*Indicates General Session

Mobile Workshop

We will start with a tour of a greenhouse filled with flowers grown with cutting edge technology, including robotics, in Carpinteria. The tour then winds up into the Los Padres National Forest offering breathtaking views of the Santa Barbara coastline before arriving at Lake Cachuma, a primary County water source now at 14% capacity, to learn how local water agencies are coping with extended drought. The workshop concludes with lunch at Lake Cachuma County Park before returning to the hotel.

**Wednesday from
7:30 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**

**Thursday Luncheon
Keynote**

To Be Announced

Invaluable Networking Opportunities

- ~ Regional Roundtable discussions on current regional LAFCo issues
- ~ Roundtable discussions for LAFCo counsel and CALAFCO Associate members
- ~ 10th CALAFCO Beer & Wine Competition and Reception
- ~ Networking breakfasts
- ~ Receptions
- ~ Awards Banquet

Fess Parker DoubleTree by Hilton



Make your reservations now at the Fess Parker DoubleTree by Hilton at the special CALAFCO special rate of \$165. Special rates available two days pre-conference. Reservation cutoff date is 9/25/16. Find the link at www.calafco.org.

**Mark your calendar and
plan to attend!**
Registration is now open!
Visit www.calafco.org



Visit www.calafco.org for Conference details
or call us at 916-442-6536.

Date: 20 June 2016

To: LAFCo Commissioners and Staff
CALAFCO Members
Other Interested Organizations

From: CALAFCO Achievement Awards Committee



Subject: 2016 CALAFCO Achievement Award Nominations

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

Recognizing individual and organizational achievements is an important responsibility. It provides visible recognition and support to those who go above and beyond in their work to advance the principles and goals of the Cortese-Knox-Hertzberg Act. We invite you to use this opportunity to nominate the individuals and organizations you feel deserve this important recognition. *The nomination procedures have changed this year, so please review the instructions below carefully.*

To make a nomination, please use the following procedure:

1. Nominations may be made by an individual, a LAFCo, a CALAFCO Associate Member, or any other organization. There is no limit to the number of nominations you can submit.
2. Please use a separate form (attached) for each nomination. Nominations must be submitted with a completed nomination form. The form is your opportunity to highlight the most important points of your nomination.
3. Nominations must be limited to no more than 1500 words or 3 pages in length maximum. You are encouraged to write them in a clear, concise and understandable manner. If the Awards Committee members require additional information, you will be contacted with that request.
4. All supporting information (e.g. reports, news articles, etc.) must be submitted with the nomination. Please limit supporting documentation to no more than 5 pages. If the Awards Committee members require additional information, you will be contacted with that request.
5. All nomination materials must be submitted at one time and must be received by the deadline. Electronic submittals are encouraged.
6. **Nominations and supporting materials must be received no later than 5:00 p.m., Wednesday, August 31, 2016.** Send nominations via e-mail, or U.S. mail to:

Pamela Miller, Executive Director
CALAFCO
1215 K Street, Suite 1650
Sacramento, CA 95814
pmiller@calafco.org

Members of the 2016 CALAFCO Board of Directors Awards Committee are:
Larry Duncan, Committee Chair (Butte LAFCo, Northern Region)
John Leopold, CALAFCO Board Chair (Santa Cruz LAFCo, Coastal Region)
Cheryl Brothers (Orange LAFCo, Southern Region)
Michael Kelley (Imperial LAFCo, Southern Region)
William Kirby (Placer LAFCo, Central Region)

lduncan@calafco.org
jleopold@calafco.org
cbrothers@calafco.org
mkelley@calafco.org
wkirby@calafco.org

Please contact Pamela Miller, CALAFCO Executive Director, at pmiller@calafco.org or (916) 442-6536 with any questions. A list of the previous Achievement Award recipients is attached to this announcement.



2016 Achievement Award Nominations

Nomination Form

NOMINEE - Person or Agency Being Nominated:

Name:

Organization:

Address:

Phone:

E-mail:

NOMINATION CATEGORY (check one – see category criteria on attached sheet)

- ☐ Outstanding CALAFCO Member
- ☐ Most Effective Commission
- ☐ Outstanding Commissioner
- ☐ Outstanding LAFCo Professional
- ☐ Outstanding LAFCo Clerk
- ☐ Outstanding CALAFCO Associate Member
- ☐ Project of the Year
- ☐ Distinguished Service Award
- ☐ Government Leadership Award
- ☐ Legislator of the Year (must be approved by the full CALAFCO Board)
- ☐ Mike Gotch Courage and Innovation in Local Government Award
- ☐ Lifetime Achievement Award

NOMINATION SUBMITTED BY:

Name:

Organization:

Address:

Phone:

E-mail:



2016 Achievement Award Nominations

ACHIEVEMENTS

Please indicate the reasons why this person or agency deserves to be recognized (Remember to keep this portion to 1500 words or 3 pages maximum and use additional sheets as needed):



2016 Achievement Award Nominations

CALAFCO ACHIEVEMENT AWARD CATEGORIES

CALAFCO recognizes excellence within the LAFCo community and the full membership by presenting the *Achievement Awards* at the CALAFCO Annual Conference. Nominations are being accepted until **Monday, July 20, 2015**, in the following categories:

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



June 27, 2016

To: Local Agency Formation Commission
Members and Alternate Members

From: Jim Curatalo, Committee Chair
Board Recruitment Committee
CALAFCO Board of Directors

CALAFCO
ELECTION
2016

RE: Nominations for 2016/2017 CALAFCO Board of Directors

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

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

Northern Region

City Member
Public Member

Central Region

County Member
District Member

Coastal Region

County Member
District Member

Southern Region

City Member
Public Member

The election will be conducted during Regional Caucuses at the CALAFCO Annual Conference prior to the Annual Membership Meeting on Thursday, October 27, 2016 at the Fess Parker DoubleTree in Santa Barbara, CA.

Please inform your Commission that the CALAFCO Recruitment Committee is accepting nominations for the above-cited seats until *Monday, September 26, 2016*.

Incumbents are eligible to run for another term. Nominations received by September 26 will be included in the Recruitment Committee's Report and will be on the ballot. The Report will be distributed to LAFCo members no later than October 12 and ballots made available to Voting Delegates at the Annual Conference. Nominations received after this date will be returned; however, nominations will be permitted from the floor during the Regional Caucuses or during at-large elections, if required, at the Annual Membership Meeting.

For those member LAFCos who cannot send a representative to the Annual Meeting an electronic ballot will be made available if requested in advance. The ballot request must be made no later than Monday, September 26, 2016. Completed absentee ballots must be returned by October 21, 2016.

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

The nomination forms and materials must be received by the CALAFCO Executive Director no later than Monday, September 26, 2016

Here is a summary of the deadlines for this year's nomination process:

- **June 27** – Nomination Announcement and packet sent to LAFCo membership and posted on the CALAFCO website.
- **September 26** – Completed Nomination packet due
- **September 26** – Request for an absentee/electronic ballot due
- **September 26** – Voting delegate name due to CALAFCO
- **October 12** – Distribution of the Recruitment Committee Report (includes all completed/submitted nomination papers)
- **October 12** – Distribution of requested absentee/electronic ballots.
- **October 21** – Absentee ballots due to CALAFCO
- **October 27** - Elections

Returning the nomination form prior to the deadline ensures your nominee is placed on the ballot. Electronic filing of nomination forms and materials is encouraged to facilitate the recruitment process. Please send e-mails with forms and materials to info@calafco.org. Alternatively, nomination forms and materials can be mailed or faxed to the address or fax number below. Please forward nominations to:

CALAFCO Recruitment Committee c/o Executive Director
California Association of Local Agency Formation Commissions
1215 K Street, Suite 1650
Sacramento, California 95814
FAX: 916-442-6535
EMAIL: info@calafco.org

Questions about the election process can be sent to the Chair of the Committee, Jim Curatalo, at jcuratalo@calafco.org or by calling him at 909-261-7005. You may also contact CALAFCO Executive Director Pamela Miller at pmiller@calafco.org or by calling 916-442-6536.

Members of the 2016/2017 CALAFCO Recruitment Committee are:

James Curatalo, Chair jcuratalo@calafco.org	San Bernardino LAFCo (Southern Region) 909-261-7005
Bill Connelly bconnelly@calafco.org	Butte LAFCo (Northern Region) 530-538-2134
John Marchand jmarchand@calafco.org	Alameda LAFCo (Coastal Region) 925-960-4020
Anita Paque apaque@calafco.org	Calaveras LAFCo (Central Region) 408-893-4353

Attached please find a copy of the CALAFCO Board of Directors Nomination and Election Procedures.

Please consider joining us!

Enclosures

7. LOSS OF ELECTION IN HOME LAFCO

Board Members and candidates who lose elections in their home office shall notify the Executive Director within 15 days of the certification of the election.

8. FILLING BOARD VACANCIES

Vacancies on the Board of Directors may be filled by appointment by the Board for the balance of the unexpired term. Appointees must be from the same category as the vacancy, and should be from the same region.

These policies and procedures were adopted by the CALAFCO Board of Directors on 12 January 2007 and amended on 9 November 2007, 8 February 2008, 13 February 2009, 12 February 2010, 18 February 2011, and 29 April 2011. They supersede all previous versions of the policies.

CALAFCO Regions

FOUR REGIONS



The counties in each of the four regions consist of the following:

Northern Region

Butte
Colusa
Del Norte
Glenn
Humboldt
Lake
Lassen
Mendocino
Modoc
Nevada
Plumas
Shasta
Sierra
Siskiyou
Sutter
Tehama
Trinity
Yuba

CONTACT: Steve Lucas
Butte LAFCo
slucas@buttecounty.net

Southern Region

Orange
Los Angeles
Imperial
Riverside
San Bernardino
San Diego

CONTACT: Paul Novak
Los Angeles LAFCo
pnovak@lalafco.org

Coastal Region

Alameda
Contra Costa
Marin
Monterey
Napa
San Benito
San Francisco
San Luis Obispo
San Mateo
Santa Barbara
Santa Clara
Santa Cruz
Solano
Sonoma
Ventura

CONTACT: David Church
San Luis Obispo LAFCo
dchurch@slolafco.com

Central Region

Alpine
Amador
Calaveras
El Dorado
Fresno
Inyo
Kern
Kings
Madera
Mariposa
Merced
Mono
Placer
Sacramento
San Joaquin
Stanislaus
Tulare
Tuolumne
Yolo

CONTACT: Kris Berry, Placer LAFCo
kberry@placer.ca.gov

**Board of Directors
2016/2017 Nominations Form**

Nomination to the CALAFCO Board of Directors

In accordance with the Nominations and Election Procedures of CALAFCO,

_____ LAFCo of the _____ Region

Nominates _____

for the (check one) ☐ City ☐ County ☐ Special District ☐ Public

Position on the CALAFCO Board of Directors to be filled by election at the next Annual
Membership Meeting of the Association.

LAFCo Chair

Date

NOTICE OF DEADLINE

Nominations must be received by **September 26, 2016**
to be considered by the Recruitment Committee. Send
completed nominations to:
CALAFCO Recruitment Committee
CALAFCO
1215 K Street, Suite 1650
Sacramento, CA 95814

2016 ETHICS TRAINING

CALAVERAS LAFCO

Ethics Training (AB 1234) designed for Special District and Local Government Boards and Staff within Calaveras County

WHEN: Friday, **October 14, 2016:** 2:00 PM until 4:00 PM

WHERE: **Calaveras County Board of Supervisor's Room 891
Mountain Ranch Road, San Andreas CA**

COST: This training is sponsored by Best Best and Krieger, LLP and Calaveras LAFCO with the Calaveras County Clerk to the Board of Supervisors and LAFCo at no cost to local agencies.

It is the goal of the Calaveras Local Agency Formation Commission (LAFCO) to sponsor training for special districts and agencies within Calaveras County.

The session will cover the Brown Act, the Public Records Act, conflicts of interest, and general ethics principles, and will satisfy your AB 1234 training requirements for this year. Josh Nelson of Best Best and Krieger will be providing the training.

No reservations are necessary. Certificates will be mailed after the training to those who attend. If you have any questions regarding AB-1234 requirements please contact Diane Severud, Clerk to the Board of Supervisors at (209) 754-6370 or dseverud@co.calaveras.ca.us John Benoit, LAFCo Executive Officer at (209) 754-6511 or johnbenoit@surewest.net . We will look forward to seeing you.

Please see the attached Memo from Josh Nelson of Best Best and Krieger, LLP for more information.

BEST BEST & KRIEGER

ATTORNEYS AT LAW

500 Capitol Mall, Suite 1700
Sacramento, California 95814
(916) 325-4000
(916) 325-4010 Fax

BBKlaw.com

Joshua Nelson
(916) 325-4000
Joshua.Nelson@bbklaw.com

TO: CALAVERAS COUNTY PUBLIC AGENCIES AND OFFICIALS
FROM: BEST BEST & KRIEGER LLP
RE: AB 1234 MANDATORY ETHICS TRAINING REQUIREMENTS

Local elected officials and some public agency employees in California are required to receive at least two hours of training, every two years, in general ethics principles and ethics laws relevant to their public service. (This is sometimes known as AB 1234 training.) For most affected officials and employees, 2016 is a year in which this training is required.

Although this training can be completed online, we have found that receiving the training from a live presenter is helpful, because it allows officials and employees to ask questions and hear the questions and experiences shared by other people. Because we recognize the financial strains currently affecting many public agencies, we would like to invite the officials and employees from every public agency in Calaveras County to attend a completely free ethics training session, to be conducted on Friday, October 14, 2016. The training session will be conducted at the Board of Supervisor's Chambers 891 Mountain Ranch Road San Andreas, CA from 2:00 PM until 4:00 PM. The session will cover the Brown Act, the Public Records Act, conflicts of interest, and general ethics principles, and will satisfy your training requirements for this year. Along with the training, we will also provide certificates of participation, all free of charge.

Our firm acts as city attorneys for more than 30 cities in California, general counsel or special counsel for more than 40 special districts, and we have conducted dozens of ethics training sessions, so we should be able to answer most questions you have during the training session.

This training is being offered jointly by Calaveras LAFCo, and by our firm. No RSVP is necessary. You may contact me at (916) 325-4000 with any questions, and we will look forward to seeing you.

Josh Nelson
for BEST BEST & KRIEGER LLP
Public Policy & Ethics Group

June 28, 2016

Mr. John Benoit, Executive Director
Local Agency Formation Commission of Calaveras County
Post Office Box 2694
Granite Bay, California 95746

Re: 2016-17 Property/Liability Coverage Documents

Dear Mr. Benoit,

On behalf of the Special District Risk Management Authority (SDRMA) Board of Directors and our entire risk management team, it is my pleasure to extend our sincere appreciation for your participation in our Property/Liability Program. The new program year begins July 1 and complete coverage documents will be available by August 1 in the SDRMA MemberPlus Online™ web-based portal.

The following coverage documents will be available July 1 in the portal:

Property/Liability Program

- Member's Certificate of Coverage (copy attached)
- California Vehicle Identification Cards (available in MemberPlus Online™ to print out and place in vehicles)

To access SDRMA MemberPlus Online™, visit www.sdrma.org – on the Home page click on Member Login. The above listed items will be available in the left navigation window under Quick Links. Your current coverage documents will be archived as in past years and will also be available in the portal under Coverage Documents.

Reminder

SDRMA provides an Employer "Hotline" for questions related to Employment Law. Best Best & Krieger is providing this service to SDRMA members and is one of the most experienced and largest public agency law firms with eight offices in California. The "Hotline" provides upper level management access to complimentary Employment Law related legal services on behalf of your agency **after** initial screening and referral by Dennis Timoney, SDRMA Chief Risk Officer. The goal is to reduce the frequency and severity of employment related claims which will have a direct impact on our pool's claim liabilities and expenses.

If you have any questions please contact Ellen Doughty at 800.537.7790 or 916.231.4141 or edoughty@sdrrma.org.

Sincerely,
Special District Risk Management Authority


Gregory S. Hall, ARM
Chief Executive Officer

Issue Date
07/01/2016

MEMBER'S CERTIFICATE OF COVERAGE

3322

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-201617	07/01/2016	07/01/2017	Per Occurrence \$2,500,000
<input checked="" type="checkbox"/> Public Officials and Employees Errors & Omissions	LCA-SDRMA-201617	07/01/2016	07/01/2017	Per Occurrence \$2,500,000
<input checked="" type="checkbox"/> Elected Officials Personal Liability	LCA-SDRMA-201617	07/01/2016	07/01/2017	Per Occurrence \$500,000
<input checked="" type="checkbox"/> Employment Practices Liability	LCA-SDRMA-201617	07/01/2016	07/01/2017	Per Occurrence \$2,500,000
<input checked="" type="checkbox"/> Employee Benefits Liability	LCA-SDRMA-201617	07/01/2016	07/01/2017	Per Occurrence \$2,500,000
<input checked="" type="checkbox"/> Employee and Public Officials Dishonesty	EDC-SDRMA-201617	07/01/2016	07/01/2017	Per Occurrence \$1,000,000
<input checked="" type="checkbox"/> Auto Liability Personal Injury and Property Damage	LCA-SDRMA-201617	07/01/2016	07/01/2017	Per Occurrence \$2,500,000
<input type="checkbox"/> Auto Physical Damage				
<input checked="" type="checkbox"/> Uninsured / Underinsured Motorists	UMI-SDRMA-201617	07/01/2016	07/01/2017	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