

# CALAVERAS LAFCO

## Calaveras Local Agency Formation Commission

### Regular Meeting Agenda

**MONDAY – January 26, 2026**

**6:00 PM**

**THE CALAVERAS COUNTY BOARD OF SUPERVISOR’S ROOM  
891 MOUNTAIN RANCH ROAD  
SAN ANDREAS, CA**

*The complete agenda, including backup materials related to items on this Agenda submitted to the Commission after distribution of the Agenda Packet, is available for public inspection on the Calaveras LAFCo website. Agenda materials are also available on the Calaveras LAFCO website at [www.calaveraslafco.org](http://www.calaveraslafco.org)*

If members of the public wish to participate via Zoom you may do so.

Zoom Option: Calaveras LAFCo is inviting you to a regular meeting.

**Topic: Calaveras LAFCo Regular Meeting**

**Time: Jan 26, 2026 06:00 PM Pacific Time (US and Canada)**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/86877608746?pwd=Hs4ITLjYLBjQjb8CFRYV7c2XeGUvSY.1>

**Meeting ID: 868 7760 8746**

**Passcode: 693400**

**One tap mobile**

**+16694449171,, 86877608746#,,,,\*693400# US**

**+16699006833,, 86877608746#,,,,\*693400# US (San Jose)**

**Join instructions**

<https://us02web.zoom.us/j/86877608746?pwd=Hs4ITLjYLBjQjb8CFRYV7c2XeGUvSY.1>

#### **REASONABLE ACCOMMODATIONS**

An interpreter for the hearing-impaired may be made available upon request to the Executive Officer 72 hours before a meeting.

The location of this meeting is wheelchair-accessible. If other accommodations are required to assist a person with a disability to participate in the meeting, please contact the Commission Clerk 24 hours before the meeting as indicated below.

**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.

**Late-Distributed Materials.** Any material submitted to the Commission after this agenda is posted will be made available for public inspection as soon as possible on the LAFCo Webpage [www.calaveraslafco.org](http://www.calaveraslafco.org)

**Contact LAFCo Staff** LAFCo staff may be contacted at 310-936-2639 or by mail at Calaveras LAFCo, 5050 Laguna Blvd #112-711, Elk Grove, CA 95758 or by email at [jennifer@pcateam.com](mailto:jennifer@pcateam.com)

**1. Roll Call and Pledge of Allegiance:**

Commissioners

Kirk Smith, Special District Member  
Scott Behiel , City Member  
Amanda Folendorf, County Member  
Gary Tofanelli, County Member, Acting-Chair  
Tony Tyrrell, Special District Member  
Anita Paque, Public Member  
Kara Scott, City Member

Alternate Commissioners

Vacant, Public Member Alt.  
Michael Chimente, City Member Alt.  
Jon Dashner, Special Dist. Member Alt.  
Autumn Andahl, County Member Alt

Staff:

Jennifer Stephenson, Executive Officer  
Diane Severud, LAFCO Clerk  
Michael Colantuono, LAFCO Counsel

**2. 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.

**3. Consider approval of Minutes for the November 20, 2025 LAFCo meeting**

*Action:*

- a. *Approve November 20, 2025 minutes*

**4. Authorize Payment of Claims for November and December 2025**

- b. *Authorize Payment of Claims for November and December 2025*

**Action Items:**

**5. Appoint Chair and Vice Chair for 2026**

*Action:*

- c. *Nominate and appoint Chair for 2026*
- d. *Nominate and appoint Vice Chair for 2026*

## **6. Discussion of Transition Items**

- a. Update of Fee Schedule.*
- b. Public Member Alternate Recruitment*
- c. Bylaws and Policies Review*
- d. Conference Travel Policies Review*
- e. Work Program for FY 2026-2027 at March Meeting*

## **7. CSDA Annual Membership/SDRMA Insurance**

*Action:*

- a. Approve budget adjustment for increased CSDA membership fees.*
- b. Discuss options for insurance in future years given planned increases to CSDA membership fees over the next few years.*

## **8. Consider CivAssist for Agenda Compilation and Distribution**

*Action:*

- a. Approve use of CivAssist for agenda compilation and budget adjustment for \$800 annual fee.*

## **9. Streamline Document Accessibility Tool**

*Action:*

- a. Consider adding accessibility tool to Streamline subscription for \$200 per month.*

## **10. CALAFCO Working Group Proposal for Board Reorganization**

*Action:*

- a. Summary of Working Group proposal, response, and current status.*
- b. Discussion and direction regarding proposed Bylaw changes at CALAFCO Business Meeting.*
- c. Appointment of Voting Delegate and Alternate for CALAFCO Business Meeting.*

## **11. Executive Officer's Report**

- a. Calaveras LAFCo Logo*
- b. Digitization of documents*
- c. Online LAFCo document storage*

## **12. NEXT REGULAR LAFCO MEETING will be: March 16, 2026 6:00 pm in San Andreas**

*The Commission may take action upon any item listed on the agenda. Unless otherwise noted, items may be taken up at any time during the meeting.*

**Any member appointed on behalf of local government shall represent the interests of the public as a whole and not solely the interest of the appointing authority Government Code Section 56325.1**

Public Comment

Members of the public may address the Commission on items not appearing on the agenda, as well as any item that does appear on the agenda, subject to the following restrictions:

- Items not appearing on the agenda must be of interest to the public and within the Commission's subject matter jurisdiction.
- No action shall be taken on items not appearing on the agenda unless otherwise authorized by Government Code Section 54954.2 (known as the Brown Act, or California Open Meeting Law).

Public Hearings

Members of the public may address the Commission on any item appearing on the agenda as a Public Hearing. The Commission may limit any person's input to a specified time. Written statements may be submitted in lieu of or to supplement oral statements made during a public hearing.

Agenda Materials

Materials related to an item on this agenda will be available on the Calaveras LAFCO website as noted below to the extent practicable and subject to staff's ability to post the documents prior to the meeting.