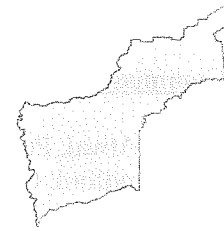


# YUBA LOCAL AGENCY FORMATION COMMISSION

John Benoit, Executive Officer  
Paige Hensley, Deputy Executive Officer  
David Ruderman, LAFCO Counsel  
417 4<sup>th</sup> Street  
P.O. Box 2305                      Phone (530) 749-5467  
Marysville, CA 95901              Fax (530) 749-5468



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## YUBA LOCAL AGENCY FORMATION COMMISSION AMENDED AGENDA

### Special MEETING

Monday June 5th, 2023, at 6:00 P.M.  
Board of Supervisors Chambers  
915 8<sup>th</sup> Street – Marysville, California 95901

**In person meeting:** The Yuba LAFCO meeting will be open to in-person attendance. To remain in compliance with the state’s public health guidance and CalOSHA COVID-19 Emergency Temporary Regulations [8 CCR §3205], masks are allowed for individuals who choose to wear them.

**Zoom meeting:** The Yuba LAFCO meeting will be available via Zoom, and you may participate in Public Comment by using the “raise hand” function. Pursuant to Government Code section 54953(e), local legislative bodies may hold public meetings via teleconference. Additionally, even when members of the local legislative body are attending meetings in person the local legislative body may make public meetings accessible telephonically or otherwise electronically to all members of the public. Members of the public are encouraged to observe and participate in the teleconference.

**To join the Zoom meeting by video, click on the link below and follow the instructions:**

<https://us02web.zoom.us/j/86379295167?pwd=SmROUVRNRFIwREEyazVqVjM4a1Evdz09>

**Or you may join by telephone by dialing the following:**

**+1 669 444 9171**

**Meeting ID: 863 7929 5167**

**There is no participant ID- Just press # when prompted.**

**Passcode: 407782**

Public comment will also be accepted by email to [phensley@co.yuba.ca.us](mailto:phensley@co.yuba.ca.us). Please list the item number you wish to comment on and submit your written comments 24 hours prior to the start of the meeting. Written comments will be distributed to the Commission prior to the meeting but not read at the meeting and are limited to 500 words. Oral public comments will be subject to a three-minute time limitation indicated below.

### **1. Call To Order:**

#### **A. Roll Call:**

**Commissioners:**

Kuldip Atwal, Public Member  
Gary Bradford, County Member  
Brad Hudson, City Member **Vice-Chair**  
Andy Vasquez, County Member **Chair**  
Rick West, City Member

**Alternates:**

Jon Messick, County Member Alternate  
Dominique Belza, City Member Alternate  
Dennis Pinney, Public Member Alternate

**B. Pledge of Allegiance:**

**2. Consent Agenda:**

All matters listed under Consent Agenda are considered to be routine and can be enacted in one motion.

A. Approval of meeting minutes from March 1, 2023.

**3. Public Comment**

Members of the public are invited to address the Commission on any matter of interest to the public that is not on the agenda for a period of time not exceeding 3 minutes. Pursuant to the Brown Act, the Commission cannot take any action on items not listed on the posted agenda but may add to a future agenda matter brought up under public comments for appropriate action at a future meeting.

**4. Public Hearings**

**A. Final Budget for Fiscal Year 2023-2024:**

***Action:** Receive final budget report and adopt Resolution 2023-04 approving the Final Budget for Fiscal Year 2023-2024.*

**5. Action Items:**

A. Annual adjustment to LAFCO Staff Hourly Charge-out Rates based upon the Employment Cost Index.

***Action:** Adopt Resolution 2023-05 approving the Annual Cost Index Adjustment*

B. Consider Amendment # 2 to the Agreement for Executive Officer Services:

***Action:** Approve Amendment # 2 to the Agreement for Executive Officer Services*

C. Consider Amendment to the Agreement for Legal Services:

***Action:** Approve Amendment to Agreement for Legal Services for Yuba LAFCO*

6. **Other Business:**

A. AB 1753, Local Government: Reorganization Omnibus Bill – Chair to Sign Letter of Support

7. **Executive Officers and Commissioners Reports:**

- A. Update on pending projects.
- B. CALAFCO Annual Conference – Hyatt Regency Monterey - October 18 thru 20, 2023
- C. CALAFCO Board of Directors Nominations – Due by September 18, 2023
- D. CALAFCO Achievement Awards Nominations – Due by August 18, 2023
- E. CALAFCO Voting Delegate – Due by September 18, 2023

8. **Adjourn to the next meeting on Wednesday, July 5, 2023.**

Commissioners – Please contact your alternate if you are unable to attend this meeting.  
Alternates are:

City - Dominique Belza  
County - Jon Messick  
Public - Dennis Pinney

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 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).
- The total amount of time allotted for receiving public comment may be limited to 15 minutes.
- Any individual’s testimony may be limited to 3 minutes. Time to address the Commission will be allocated on the basis of the number of requests received. If you would like an item placed on a future agenda, you may do so by contacting the Commission at (530) 749-5467.

*Procedure for Public Hearing:*

The public may address the Commission on each agenda item during the Commission’s consideration of the item. When doing so, and when commenting on non-agenda items, we ask that the public kindly be recognized by the Chair before speaking, and to please keep their remarks brief. If several persons wish to address the Commission on the same item, or if any person’s comments are excessive, the Chair

may limit any person's input to 3 minutes. Written statements may be submitted in lieu of or addition to supplement oral statements made during a public hearing.

### Accessibility

The telephonic/video meeting location is accessible to people with disabilities. Every reasonable effort will be made to accommodate participation of the disabled in all of the Commission's public meetings. If particular accommodations for the disabled are needed or a reasonable modification of the teleconference procedures are necessary (i.e., disability-related aids or other services), please contact the Clerk at (530) 749-5467 at least 24 hours in advance of the meeting. An interpreter for the hearing-impaired may be made available upon request to the Clerk 72 hours before a meeting.

### 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 Yuba 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.

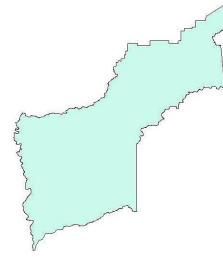
Late-Distributed Materials. Any material submitted to the Commission after this agenda is posted will be made available for public inspection as soon as possible in the LAFCO office, as indicated below.

Contact LAFCO Staff: LAFCO staff may be contacted at 530-749-5467 or by mail at Yuba LAFCo c/o John Benoit, Executive Officer, 417 4<sup>th</sup> Street, Marysville, CA 95901 or by email at [phensley@co.yuba.ca.us](mailto:phensley@co.yuba.ca.us) or by fax at (530) 749-5468.

**YUBA LOCAL AGENCY FORMATION COMMISSION**

John Benoit, Executive Officer  
Paige Hensley, Clerk-Analyst  
David Ruderman, LAFCo Counsel  
915 8<sup>th</sup> Street, Suite 130  
Marysville, CA 95901

Phone: (530)749-5467  
Fax: (530)749-5468  
Website: www.yubalafco.org



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**ACTION MINUTES**  
**YUBA LOCAL AGENCY FORMATION COMMISSION**  
**REGULAR MEETING**  
March 1, 2023

**1. CALL TO ORDER:**

At 6:01 p.m. the Yuba County Local Agency Formation Commission (LAFCO) was called to order by the Chair, Commissioner Vasquez, with Commissioners Bradford, Hudson, West and County Alternate Messick present. Commissioner Atwal, City Alternate Commissioner Belza, and Public Member Alternate Pinney were absent. Also present were Executive Officer-John Benoit, Legal Counsel-Alexandra Jack and LAFCo Deputy Executive Officer-Paige Hensley.

**2. PLEDGE OF ALLEGIANCE:**

Commissioner Vasquez led the commission in the Pledge of Allegiance.

**3. CONSENT AGENDA:**

A. Approval of meeting minutes from November 2, 2022

**Action:** Upon motion by Commissioner West and seconded by Commissioner Hudson, the commission voted unanimously to approve the consent agenda with the following 4 to 0 vote: AYES: Bradford, Hudson, Vasquez, and West; NOES: None; ABSTAIN: None; ABSENT: Commissioner Atwal

**4. PUBLIC COMMUNICATIONS:**

There were no public comments.

**5. PUBLIC HEARINGS:**

**A. LAFCO 2022-0010/RD2103/RD817:** A request from Reclamation District 2103 and Reclamation District 817 for a Sphere of Influence Amendment for both districts and an annexation of approximately 2719 acres into RD817, with concurrent detachment of approximately 2719 acres from RD2103, in which 613.27 acres are located in Sutter County, and 2106.47 acres are located within Yuba County

**Staff Report:**

John Benoit presented the Executive Officers report.

Public Hearing opened.

There being no public comments the public hearing was closed.

**Action:**

1. Upon motion by Commissioner Hudson and seconded by Commissioner West the commission voted unanimously to adopt Resolution No. 2023-01 approving the Sphere of Influence Amendment, consisting of 2,719.74 Acres being removed from the Reclamation District 2103 Sphere of Influence and annexed into Reclamation District 817s Sphere of Influence, with the following 4 to 0 vote: AYES: Bradford, Hudson, West and Vasquez; NOES: None; ABSTAIN: None ABSENT: Atwal
  
2. Upon motion by Commissioner Bradford and seconded by Commissioner Hudson the commission voted unanimously to adopt Resolution No. 2023-02 approving the detachment of approximately 2,719 acres from Reclamation District 2103 and the annexation of approximately 2,719 acres into Reclamation District 817. with the following 4 to 0 vote: AYES: Bradford, Hudson, West and Vasquez; NOES: None; ABSTAIN: None ABSENT: Atwal

*(A reversal of LAFCO Commission decision for LAFCO 2020-0005)*

**B. Proposed Budget for Fiscal Year 2023-2024:**

**Staff Report:**

John Benoit presented the staff report.

Public Hearing opened.

There be no comments the public hearing was closed.

**Action:**

Upon motion by Commissioner West and seconded by Commissioner Hudson the commission voted unanimously to adopt Resolution No. 2023-03 approving the proposed budget for fiscal with the following 4 to 0 vote: AYES: Bradford, Hudson, West and Vasquez; NOES: None; ABSTAIN: None ABSENT: Atwal

**6. Action Items:**

- A. Office Space Rental Contract Renewal:

**Action:**

Upon motion by Commissioner Hudson and seconded by Commissioner Bradford the commission voted unanimously to approve and authorize the Executive Officer to sign the amended office space rental contract with the following 4 to 0 vote: AYES: Bradford, Hudson, West and Vasquez; NOES: None; ABSTAIN: None ABSENT: Atwal

**7. Other Items:**

**A. Workshop - Proposed Updated Yuba LAFCo Bylaws:**

John Benoit, Executive Officer, conducted a review of the proposed updated Yuba LAFCo Bylaws.

**B. AB 2449 Review By Legal Counsel:**

Alexandra Jack (Yuba LAFCo Counsel) gave a presentation explaining the AB 2449 requirements.

**8. Executive Officers and Commissioners Reports:**

Paige Hensley, Deputy Executive Officer updated the Commission on pending projects.

John Benoit, Executive Officer reminded the Commission to turn in their 700 forms by April 1st.

John Benoit, Executive Officer Informed the Commission staff is working on a new Yuba LAFCo website.

Commissioner West updated the Commission on the efforts underway for the City of Wheatland and OPUD to regionalize sewage treatment. Commissioner West also mentioned the City of Wheatland will be requesting a couple of annexations in the near future.

**9. Adjourn:**

There being no further business, the meeting was adjourned at 6:52 p.m. to the next meeting on May 3, 2023, at 6:00 p.m. in the Board of Supervisors Chamber, 915 8th Street, Marysville, and via a Zoom meeting.

Approved,

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Andy Vasquez, Chair

ATTEST: JOHN BENOIT  
EXECUTIVE OFFICER

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By: Paige Hensley, Deputy Executive Officer

## YUBA LAFCo

### EXECUTIVE OFFICER'S REPORT

**MEETING DATE:** June 5, 2023

**AGENDA ITEM No.** 4.A

**TO:** LAFCO Commissioners

**FROM:** John Benoit, Executive Officer

**SUBJECT:** FINAL Budget for 2023-2024 Fiscal Year

**EXECUTIVE OFFICER'S RECOMMENDATION:** Review the FINAL budget for the 2023-2024 Fiscal Year, amend as necessary, and adopt the attached resolution (Resolution 2023-04) approving the FINAL budget.

Attached is the FINAL budget for Yuba LAFCO. The overall goal of this budget is to conduct LAFCO business in a proactive and sustainable manner involving the community while meeting the overall requirements of the Cortese-Knox-Hertzberg Act in the most economical manner.

Analysis:

This year Yuba LAFCo has continued its physical location at 417 4<sup>th</sup> Street in Marysville. and Yuba LAFCo continues its financial relationship with the Yuba Water Agency. The biggest change in the LAFCo budget for the 2023-2024 fiscal year reflects the creation of the new Deputy Executive Officer position. Other cost increases are reflected in office expenses for the new website and the new Energov-Tyler software system, and for the increase in costs associated with travel for Commissioner and staff training. Going forward some costs have been increased or will be subject to increase due to the rising costs of doing business.

**SUMMARY OF EXPENSES:**

Insurance: The Commission recommended in its proposed budget \$2,250, however the new premium for the coming year has been determined to be \$2,106 provided by Golden State Risk Management (GSRMA). This covers liability for the Commission and Staff. There are different variables per each member such as increased exposure from changes to the policy through out the current program year and submitted renewal questionnaire, loss ratio, and if an agency is a minimum contribution member.

Office Expense: The Commission recommended in its proposed budget \$3,900 for this item. This category is used to pay for expenses incurred during the day-to-day business of the Commission and includes the costs of the implementation of the new Energov-Tyler software tracking system on the County network and a monthly maintenance fee for the new Yuba LAFCo website.



Office Rent-Utilities: The final budget includes \$8,250 for office space, which is a slight increase over last year, due to a \$25 per month rent increase. LAFCO continues with its office space at 417 4<sup>th</sup> Street, Marysville. The rent covers office space and some utilities. This figure could change as LAFCo's office rent and utilities are subject to renegotiation in January 2024.

Project Mapping: Based on previous years expenses the Commission recommended in its proposed budget a decrease over last year to \$5,000 for mapping. This item includes Projects and Sphere of Influence mapping costs.

Copies: In the proposed budget, the Commission recommended \$2,500 for miscellaneous copying and printing which is a \$250 decrease from the previous year.

Communications: The Commission recommended in its proposed budget \$2,760 for this item to pay for ongoing expenses related to phone, fax and Internet.

Postage: The Commission recommended \$600.00 for Postage for LAFCO related activities.

Memberships: The Commission recommended in its proposed budget \$2,388 for Calafco dues.

Legal Services: The Commission recommended in its proposed budget \$12,000 for this item, which includes miscellaneous general legal services. LAFCO Counsel attends all LAFCO meetings and other meetings with staff and the Chair, as necessary. Legal Counsel is necessary since it is anticipated most, if not all the Spheres of Influence will be initiated during the upcoming fiscal year. LAFCO Counsel is needed to provide legal advice to staff, as needed in the day-to-day operations of the Commission. Project Processing and Sphere Updates are a separate budget category.

Executive Officer Services: The Commission recommended in its proposed budget \$35,000 for General Executive Officer services. This represents a \$5000 decrease due to an anticipated reduction in workload this coming year. Sphere of Influence Updates and Special Executive Officer Services include project processing under separate line items.

Deputy Executive Officer Position: For this new position the Commission recommended in its proposed budget \$140,055 for its estimated total costs. This includes \$95,025 for salary and \$45,030 for benefits cost, estimated by the Yuba Water Agency, for which we contract with for payroll and benefits. This position will be gradually taking on more Executive Officer responsibilities, as the current Executive Officer gradually decreases his time.

Workers Comp: *This category is no longer needed. The cost is lumped in together under the benefits cost of the Deputy Executive Officer position.*

Legal Notices/Publications: The Commission recommended in its proposed budget \$1,500 for legal notices, which is the same as last year. Given the costs of legal advertising and the projected workload this amount remains reasonable.

Training and Travel: The Commission recommended in its proposed budget \$9,000 for this item. This is an increase of \$3,000 over last year's amount. This includes miscellaneous mileage, the Calafco Annual Conference, staff training and the annual staff workshop in March of 2024. The Calafco conference this year is at the Hyatt Regency in Monterey from October 18th thru 20th, 2023. It is anticipated to cost approximately \$2,000 per person including transportation, lodging, and conference registration. As well as the annual staff workshop next spring with details to be announced as they become available.

Special Project Legal Services: This item includes special project related legal services associated with processing LAFCO applications. Costs in this category will be offset by special project related billings. A \$5,000 amount is in the budget.

Special Projects – E.O. Services: This item includes project related staff services associated with processing LAFCO applications. Costs in this category will be offset by special project related billings. A \$15,000 amount is in the budget.

Municipal Service Review Updates: This item includes funding for Staff and Counsel services, and office expenses associated with the preparation and adoption of updates to Municipal Service Reviews. This item is proposed to be funded at \$30,000.00.

Sphere of Influence Updates: This item includes funding for Staff and Counsel services, and office expenses associated with the preparation and adoption of Spheres of Influence. This item is proposed to be funded at \$10,000.00.

Banking and Bookkeeping: This item includes \$1,200.00 for bookkeeping and financial services provided by the Yuba County Water Agency for LAFCo.

Contingency: The Commission recommended in its proposed budget a contingency of \$13,000

Reserve Fund: The Commission would have a general reserve of \$70,000.

#### SUMMARY OF ANTICIPATED REVENUE

\$25,000 of Anticipated Fee Deposits for LAFCO project processing is included in this budget.

#### CARRYOVER

This year LAFCO will not expend its entire budget. Therefore, an anticipated rollover of \$150,000.00 will be realized this year of which \$70,000 is re-budgeted to fund a general reserve and \$13,000 to fund the contingency.

**Recommendation:**

- a. Review, discuss, and consider the 2023-2024 Final Budget. A budget justification report for FY 2023-2024 was prepared for the March meeting by staff prior to adopting the proposed budget.
- b. Adopt LAFCO Resolution 2023-04 approving a final budget.

Attachment: Resolution 2023-04 Adopting the FINAL 2023-2024 LAFCO Budget

**BEFORE THE YUBA LOCAL AGENCY FORMATION,  
YUBA COUNTY, STATE OF CALIFORNIA**

**IN RE:**

<b>RESOLUTION APPROVING THE FINAL</b>	)	
<b>2023-2024 FISCAL YEAR BUDGET OF THE</b>	)	
<b>YUBA LOCAL AGENCY FORMATION</b>	)	<b>RESOLUTION NO. 2023 - 04</b>
<b><u>COMMISSION</u></b>	)	

**WHEREAS**, Section 56381 of California Government Code requires the Yuba Local Agency Formation Commission to adopt a proposed budget by May 1<sup>st</sup> and a final budget by June 15<sup>th</sup>; and

**WHEREAS**, the Commission has prepared a proposed final budget for public review; and,

**WHEREAS**, on March 1, 2023, a noticed public hearing was held on the proposed draft budget for the 2023-2024 Fiscal Year for this Commission and following such hearing, adopted a proposed budget; and

**WHEREAS**, on June 5, 2023, a noticed public hearing was held by Yuba LAFCO on the proposed final budget for the 2023-2024 Fiscal Year for this Commission.

**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 2023-2024 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, IT IS HEREBY RESOLVED, DETERMINED AND ORDERED**, the Yuba Local Agency Formation Commission does hereby determine, resolve, and order the following:

1. That Yuba LAFCO hereby adopts the attached final 2022-2023 budget totaling **\$369,259.00 including a \$70,000 General Reserve Budget and a \$13,000 Contingency Fund.**
2. Directs the Executive Officer to transmit the final budget to the Auditor and all parties specified in Government Code Section 56381 (a) as promptly as possible.
3. Request the Yuba County Auditor apportion and collect the funds from the Cities and the County as required in Section 56381 of the government code in the amount of **\$194,259.00** 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.
4. Any unexpended funds not otherwise re-budgeted into the 2023-2024 budget shall be retained by

LAFCO and be either re-budgeted or placed into LAFCO's general reserve fund. To implement a Commission directive, the Commission directs the Executive Officer to deposit all unallocated carryover into LAFCO's reserve account up to \$100,000.00 upon determination of the final 2022-2023 carryover. The Executive Officer is hereby authorized to transfer all unallocated carryover in excess of \$150,000.00 into the LAFCo reserve fund.

**PASSED AND ADOPTED** at a regular meeting of the Yuba Local Agency Formation Commission, State of California, on the 5th day of June 2023, by the following vote:

AYES:

NOES:

ABSTAINS:

ABSENT:

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ANDY VASQUEZ, CHAIR  
YUBA LOCAL AGENCY  
FORMATION COMMISSION

ATTEST: JOHN BENOIT  
EXECUTIVE OFFICER

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APPROVED AS TO FORM:

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DAVID RUDERMAN  
LAFCO COUNSEL

	A	B	C	D	E	F	G	H
			Adopted Budget 2019-2020	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Adopted Budget 2022-2023	Adoped Final Budget 2023-24	
9	<b>General Services and Supplies</b>							
10		INSURANCE	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,106.00	
11		OFFICE EXPENSE	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 3,900.00	\$ 3,900.00	
12		MAPPING - SOI reports	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 5,000.00	
13		COPIES	\$ 1,800.00	\$ 2,500.00	\$ 2,500.00	\$ 2,750.00	\$ 2,500.00	
14		COMMUNICATIONS	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 2,760.00	\$ 2,760.00	
15		POSTAGE	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 600.00	
16		MEMBERSHIPS	\$ 1,212.00	\$ 2,092.00	\$ 2,114.00	\$ 2,206.00	\$ 2,388.00	
17		LEGAL SERVICES - General & Specific	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	
18		Clerk Analyst -YWA Salary	\$ 66,718.00	\$ 73,060.00	\$ 76,293.00	\$ 79,355.00	\$ -	
19		Clerk Analyst -YWA Benefit	\$ 41,510.00	\$ 33,477.00	\$ 34,147.00	\$ 36,988.00	\$ -	
20		Deputy Executive Officer-YWA-Salary					\$ 95,025.00	
21		Deputy Executive Officer -YWA- Benefits					\$ 45,030.00	
22		Dexpro Accounting Software update YCWA		\$ 4,500.00	\$ -	\$ -	\$ -	
23		Workers Comp (included in Benefits)	\$ 742.00	\$ 742.00	\$ -	\$ -	\$ -	
24		Services -Executive Officer	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 35,000.00	
25		LEGAL NOTICES/PUBLICATIONS	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
26		TRAINING AND TRAVEL (CALAFCO)	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 9,000.00	
27		Special Project Legal Services	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	
28		Special Projects EO Services	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	
29		Municipal Service Review Updates	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	
30		Sphere of Influence Updates	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	
31		Rent/Utilities	\$ 4,545.00	\$ 4,645.00	\$ 4,881.00	\$ 8,112.00	\$ 8,250.00	
32		Bookeeping (YCWA)	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	
33		Rue v. LAFCo RD 2103-817				\$ 50,000.00	\$ -	
34		Banking Fees	\$ 300.00	\$ 300.00	\$ 300.00	\$ -	\$ -	
35		<b>Total General Services and Supplies</b>	\$ 255,077.00	\$ 259,566.00	\$ 258,485.00	\$ 321,821.00	\$ 286,259.00	
36								
37		Contingency	\$ 13,000.00	\$ 13,000.00	\$ 13,000.00	\$ 13,000.00	\$ 13,000.00	
38		Reserve Fund	\$ 60,000.00	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	
39								
40		<b>Total Expenditure Budget: LAFCo</b>	\$ 328,077.00	\$ 342,566.00	\$ 341,485.00	\$ 404,821.00	\$ 369,259.00	
41								
42		Estimated Unrestricted cash from Carryover	(\$145,000.00)	(\$140,000.00)	\$ (142,000.00)	\$ (150,000.00)	\$ (150,000.00)	
43								
44		Interest Revenue	(\$50.00)	(\$50.00)	\$ (50.00)	\$ (50.00)	\$ -	
45		Anticipated General Revenue	(\$25,000.00)	(\$25,000.00)	\$ (25,000.00)	\$ (25,000.00)	\$ (25,000.00)	
46		Anticipated Rue v. LAFCo Revenue				\$ (50,000.00)		
47		<b>Total Expenditures less anticipated carryover &amp; revenue</b>	\$ 158,027.00	\$ 177,516.00	\$ 174,435.00	\$ 179,771.00	\$ 194,259.00	
48		General Reserve						
49								
50		Amount to be apportioned between the Cities and the County	\$ 158,027.00	\$ 177,516.00	\$ 174,435.00	\$ 179,771.00	\$ 194,259.00	
51								
52		Contribution Increase or reduction from prior year	#REF!	\$ 19,489.00	\$ (3,081.00)	\$ 5,336.00	\$ 14,488.00	
53								
54		Percentage of change n in Apportionment	9.54%	10.98%	-1.77%	2.97%	7.46%	
55								
56		Estimated Cities/County Apportionment	\$ 158,027.00	\$ 177,516.00	\$ 174,435.00	\$ 179,771.00	\$ 194,259.00	

RESOLUTION 2023-0005

A RESOLUTION OF THE YUBA LOCAL AGENCY FORMATION COMMISSION  
 ADJUSTING STAFF HOURLY CHARGE-OUT RATES BASED ON CHANGES TO THE  
 EMPLOYMENT COST INDEX

RESOLVED, by the Yuba Local Agency Formation Commission, that

WHEREAS, On July 6, 2022 the Commission adopted Resolution 2022-0011 Implementing an annual adjustment to Staff Hourly charge out rates based upon the Employment Cost Index (ECI) (Not Seasonally Adjusted, State and Local Government Employees, Index Workers, All Employees), as published by the U.S. Department of Labor’s Bureau of Labor Statistics; and

WHEREAS, between March 2022-March 2023 the Employment Cost Index (ECI) has increased 4.7%: and

WHEREAS, Resolution 2022- 0011 called for annual increases in staff charge out rates based on the nationwide ECI to commence on July 1<sup>st</sup> of each year.

WHEREAS, the increase in the hourly charge-out rates do not exceed the estimated reasonable costs of providing the services in accordance with Government Code §66013 and 66014; and

WHEREAS, the annual increase in hourly charge-out rates do not constitute a project as defined by §15378(b)(4) of the California Environmental Quality Act Guidelines; and

NOW, THEREFORE, BE IT RESOLVED that the Yuba Local Agency Formation Commission, amends the hourly charge-out rates based on latest released data from the Employment Cost Index (Not Seasonally Adjusted, State and Local Government Employees, Index Workers, All Employees), as published by the U.S. Department of Labor’s Bureau of Labor Statistics.

BE IT FURTHER RESOLVED that the LAFCO following staff hourly charge-out rates shall become effective on July 1, 2023, reflecting an increase of 4.7% as follows:

Current Hourly Rate	Effective July 1, 2023	
	Percent change	Adjusted Rate
Clerk/Analyst \$196.25	4.7	205.00
Executive Officer \$ 251.27	4.7	263.00
Counsel \$344.06	4.7	360.00

**PASSED AND ADOPTED** at a regular meeting of the Yuba Local Agency Formation Commission, on the 5<sup>th</sup> day of June 2023 by the following vote:

AYES:

NOES:

ABSTAINS:

ABSENT:

---

ANDY VASQUEZ, CHAIR  
YUBA LOCAL AGENCY  
FORMATION COMMISSION

---

ATTEST: JOHN BENOIT  
EXECUTIVE OFFICER

APPROVED AS TO FORM

---

DAVID J. RUDERMAN  
LAFCO COUNSEL



AGREEMENT FOR EXECUTIVE OFFICER SERVICES  
FOR THE YUBA LOCAL AGENCY FORMATION COMMISSION  
AMENDMENT #2

**1. Contract Amendment.** This Amendment #2, dated July 1, 2023, hereby amends Exhibit B of the Agreement for Executive Officer Services for the Yuba County Local Agency Formation Commission dated June 13, 2007 and amended on May 1, 2019, for services to be performed by John Benoit in the contract position of Executive Officer.

Hourly Billing Rates  
as of July 1, 2023

John Benoit	\$115.28 per hour
-------------	-------------------

**REIMBURSEMENT OF DIRECT EXPENSES**

LAFCO shall reimburse Contractor for the following direct expenses:

Mileage:	IRS Rate
Photocopies:	Cost
Office Supplies	Cost
Postage:	Cost
Telephone/internet/Fax:	Cost

**2. Effective Date of Amendment.** The Contractor's hourly rate as shown in this Amendment #2 shall be effective July 1, 2023, and remain in force until modified or terminated as provided sections 6 and 8 of the Agreement for Executive Officer Services for the Yuba Local Agency Formation Commission, dated June 13, 2007.

**3. Other Agreements.** Except as modified here, the Agreement for Executive Officer Services for the Yuba County Local Agency Formation Commission, dated June 13, 2007, remains in full force and effect without modification.

The signatures of the parties below indicate that each has read and understood the Agreement, as amended, and will abide by the terms stated herein.

The parties have executed this Amendment #2 on the dates stated below.

[Signatures on following page]

YUBA LOCAL AGENCY FORMATION COMMISSION

By: \_\_\_\_\_  
Andy Vasquez, Chair

Dated: \_\_\_\_\_

Approved as to form:

By: \_\_\_\_\_  
David J. Ruderman, Legal Counsel

JOHN BENOIT, Contractor

By: \_\_\_\_\_  
John Benoit

Dated: \_\_\_\_\_

**AMENDMENT TO AGREEMENT FOR LEGAL SERVICES FOR  
THE YUBA LOCAL AGENCY FORMATION COMMISSION**

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This Amendment to the Agreement for Legal Services (“Amendment”) is made and entered into effective July 1, 2023 (the “Effective Date”) by and between the Yuba Local Agency Formation District (the “Commission”) and Colantuono, Highsmith & Whatley, PC, a California professional corporation (“Firm”) with respect to the following Recitals:

**RECITALS**

A. The Commission approved a legal services agreement with Colantuono, Highsmith & Whatley, PC for General Counsel services effective November 8, 2006 (the “Agreement”); and

B. The Commission and Firm now wish to amend the Agreement by entering into this Amendment to update rates and amend Exhibits A (Scope of Services and Applicable Billing Rates) and B (Compensation) to the Agreement effective July 1, 2023.

NOW, THEREFORE, in consideration of the mutual promises, covenants, and conditions contained herein and contained in the Agreement, the Commission and Firm agree as follows:

1. The Recitals above are true and correct and fully incorporated herein.
2. Section 18 is hereby added to the Agreement to state:

Counterparts; Electronic Signatures. This Agreement may be signed in one or more counterparts, each of which shall be deemed an original, but all of which together shall be deemed one and the same instrument. The parties acknowledge and agree that this Agreement may be executed by electronic signature, which shall be considered as an original signature for all purposes and shall have the same force and effect as an original signature. Without limitation, “electronic signature” shall include faxed or emailed versions of an original signature, electronically scanned and transmitted versions (e.g., via pdf) of an original signature, or a digital signature.

3. Exhibit A (Scope of Services and Applicable Billing Rates) to the Agreement is hereby replaced in its entirety with Exhibit A attached to this First Amendment.

4. Exhibit B (Non-Retainer Hourly Billing Rates) to the Agreement is hereby replaced in its entirety with Exhibit B attached to this First Amendment.

5. Except as expressly provided in this First Amendment, all other provisions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the Commission and Firm hereby execute this First Amendment, to be effective as of the Effective Date:

“COMMISSION”  
Yuba Local Agency Formation Commission

“FIRM”  
Colantuono, Highsmith & Whatley, PC

By: \_\_\_\_\_  
John Benoit, Executive Officer

By: \_\_\_\_\_  
Michael G. Colantuono, President

Date: \_\_\_\_\_

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Paige Hensley, Deputy Executive Officer/Clerk

**EXHIBIT "A"**

**SCOPE OF SERVICES AND APPLICABLE BILLING RATES**

I. GENERAL LEGAL SERVICES

A. GENERAL RATES. The general legal services to be provided by the Firm to the Commission shall include the following:

1. Provide routine legal assistance, advice and consultation to the Commission and its staff relating to general public law issues, potential tort liability and risk management.
2. Prepare and review legal opinions, ordinances, resolutions, agreements and related documents.
3. Attend such meetings of the Commission and such other bodies of the Commission as may from time to time be specified by the Commission.
4. Monitor pending state and federal legislation and regulations, and new case law, as appropriate.
5. Perform such other or additional general legal services as may be requested by the Commission or the Commission's Executive Officer.
6. Administer contracts that the Commission may have with other legal counsel.
7. Provide attorneys on-site for office hours as requested by the Executive Officer or the Commission.

The general legal services described here shall be provided at \$250 per hour regardless of which professional of the Firm provides those services.

B. TASK BILLING. Upon request by Commission, Firm will propose flat-fee amounts to cover special projects defined above or specific tasks under Sections II and III below. When such task, flat-fee arrangements have been agreed upon, they shall control over the rates provided by this Agreement.

## II. LITIGATION SERVICES

A. The Firm will provide litigation services to the Commission in any and all matters assigned by the Commission, except as delegated pursuant to paragraph 11 of the Agreement, or as otherwise agreed in writing by the Firm and the Commission.

B. The litigation services specified in paragraph A shall be billed at the regular hourly rates of the attorneys and other professionals providing such services at the time those services are provided to a maximum of \$325 per hour, or as otherwise agreed pursuant to paragraph I.B above. The non-retainer rates in effect on the Effective Date of this Agreement are set forth in Exhibit B.

## III. OTHER SPECIALIZED LEGAL SERVICES

The specialized legal services (excluding those described above) to be provided by the Firm to the Commission shall include the following:

1. Legal services pertaining to labor, employment and personnel matters.
2. Advice regarding taxes, assessments, fees and other Financial Advice.
3. Environmental Legal Services including review of negative declarations, environmental impact reports and other project-level environmental documentation on projects for which Commission is the lead agency.
4. Real Estate and Eminent Domain Services including review of escrow documents, title reports and contracts of sale.
5. Insurance Coverage Services, such as advice and representation regarding coverage disputes with a risk pool or insurance provider.
6. Water Law Services involving the interpretation, enforcement, or defense of water rights.
7. Such other specialized services as may be required by the Commission.

The specialized legal services specified in this paragraph shall be billed at the regular hourly rates of the professionals providing such services at the time those services are provided, up to a maximum of \$325 per hour. The non-retainer rates in effect on the Effective Date of this Agreement are set forth in Exhibit B.

**EXHIBIT B**

## Non-Retainer Hourly Billing Rates Effective July 1, 2023

Shareholders and Senior Contract Attorneys	\$325/hr
16th Year and more Senior Associates	\$325
10th–15th Year Associates	\$325
9th Year Associates	\$325
8th Year Associates	\$325
7th Year Associates	\$325
6th Year Associates	\$315
5th Year Associates	\$300
4th Year Associates	\$285
3rd Year Associates	\$275
2nd Year Associates	\$265
1st Year Associates	\$255
Law Clerks/Paralegals	\$225/\$190
Legal Assistants	\$145 - \$170



**YUBA LOCAL AGENCY FORMATION COMMISSION**

John Benoit, Executive Officer  
Paige Hensley, Deputy Executive Officer  
David Ruderman, LAFCo Counsel  
417 4<sup>th</sup> Street  
Marysville, CA 95901

Phone: (530)749-5467  
Fax: (530)749-5468  
Website: [www.yubalafco.org](http://www.yubalafco.org)



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June 5, 2023

The Honorable Anna Caballero, Chair  
Senate Governance and Finance Committee  
1021 O St., Ste. 7620  
Sacramento, CA 95814

RE: SUPPORT of AB 1753, Local Government: Reorganization Omnibus Bill  
Set for hearing 6/7/2023 – Senate Governance and Finance Committee

Dear Senator Caballero:

The Yuba Local Agency Formation Commission (LAFCo) is pleased to **Support Assembly Bill 1753**, sponsored by the California Association of Local Agency Formation Commissions (CALAFCO), which makes technical, non-substantive changes to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (the Act).

This annual bill includes technical non-substantive changes to the Act which governs the work of LAFCos. These changes are necessary as Commissions implement the Act and small inconsistencies are found or clarifications are needed to make the law as unambiguous as possible. By making these minor technical corrections, AB 1753 will increase the clarity of the Act for all stakeholders.

If passed, this bill will allow electronic transmittals of LAFCo resolutions making determinations (rather than exclusively by U.S. mail) and add language consistent with Section 99(b) of the Revenue and Taxation Code regarding the requirements for an approved Property Tax Sharing agreement prior to the issuance of a Certificates of Filing.

AB 1753 helps ensure the Cortese-Knox-Hertzberg Act remains a vital and practical law that is consistently applied around the state and Yuba LAFCo respectfully requests your support.

Please do not hesitate to reach out with questions or concerns about our position.

Yours sincerely,

Andy Vasquez  
Chair, Yuba LAFCo

cc: Members and Consultants, Senate Governance and Finance Committee  
The Honorable Cecilia Aguiar-Curry, California State Assembly  
René LaRoche, Executive Director, CALAFCO

# SAVE THE DATE!






*Join us for the 2023 CALAFCO Annual Conference*

On **October 18-20, 2023**, network with other members and participate in sessions exploring policy issues related to growth, sustainability, and preservation.

Our diverse speakers will explore current issues and solutions on topics such as climate change effects and response, housing, water availability, public education about LAFCo and much more. The Annual Conference is an unmatched opportunity to leverage your role in bringing community stakeholders together!

***No other event like this brings together such a diverse group of elected officials.***

## *Past topics have included:*

-  *Access to water and affordable housing – the ongoing issues and LAFCOs' involvement*
-  *Preparing for the unexpected and how LAFCo can support escalating disaster preparedness*
-  *LAFCo as a partner in creative solutions to governance and service issues*
-  *Understanding and dealing with looming pension liabilities*
-  *Groundwater management*

*And more!*

Hyatt Regency Monterey  
1 Old Golf Course Road,  
Monterey, CA 93940



[www.calafco.org](http://www.calafco.org)

CALAFCO | 1129 Firehouse Alley, Sacramento, CA 95814  
Phone: (916) 442-6536 | Email: [info@calafco.org](mailto:info@calafco.org)

May 5, 2023



**To:** Local Agency Formation Commission  
Members and Alternate Members

**From:** Wendy Root Askew, Committee Chair  
CALAFCO Board Election Committee  
CALAFCO Board of Directors

**RE: Nomination Period Now Open for 2023/2024 CALAFCO Board of Directors**

Nominations are now open for the fall elections of the CALAFCO Board of Directors for the following seats:

CENTRAL REGION	COASTAL REGION	NORTHERN REGION	SOUTHERN REGION
City Member	City Member	County Member	County Member
Public Member	Public Member	District Member	District Member

Please inform your Commission that the CALAFCO Election Committee will be accepting nominations for the above-cited seats until:

**MONDAY, SEPTEMBER 18, 2023 at 5:00 PM**

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, with half of the meetings currently held virtually and the rest being held at alternate sites around the state.

Board seats span a two-year term, with no term limits, and any LAFCo commissioner or alternate commissioner is eligible to run for a Board seat. Elections are conducted during Regional Caucuses at the CALAFCO Annual Conference prior to the Annual Membership Meeting on Thursday, October 19, 2023 at the Hyatt Regency Hotel in Monterey, California.

*Should your Commission nominate a candidate, please return a completed Nomination Form and Candidate's Résumé Form by the deadline.*



**Please note that completed nomination forms and all materials must be RECEIVED by the CALAFCO Executive Director no later than Monday, September 18, 2023 at 5:00 p.m.**

Returning the completed nomination and resume forms prior to the deadline ensures your nominee is placed on the ballot. Names will be listed in the order nominations were received.

Electronic filing of nomination forms is **highly encouraged** to facilitate the recruitment process (please email to [info@calafco.org](mailto:info@calafco.org)). However, hard copy forms and materials may also be mailed to:

CALAFCO Election Committee c/o Executive Director  
California Association of Local Agency Formation Commissions  
1129 Firehouse Alley  
Sacramento, CA 95811

Nominations received by the September 18th deadline will be included in the Election Committee's Report and will be on the ballot. The Report will be distributed to LAFCo members no later than October 5, 2023, with ballots made available to Voting Delegates at the Annual Conference.

Nominations received after the deadline will be returned; however, nominations may be made 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*. **Ballot requests must also be received no later than 5:00 pm on Monday, September 18, 2023, with completed absentee ballots returned by 5:00 p.m. on Thursday, October 12, 2023.**

**NOMINATION/ELECTION PROCESS DEADLINES AND TIMELINES**

- **May 5** – Nomination Announcement and packet sent to LAFCo membership and posted on the CALAFCO website.
- **September 18** – Completed Nomination packet due
- **September 18** – Request for an absentee/electronic ballot due
- **September 18** – Voting delegate name due to CALAFCO
- **October 5** – Distribution of the Election Committee Report (includes all completed/submitted nomination papers)
- **October 5** – Distribution of requested absentee/electronic ballots.
- **October 12** – Absentee ballots due to CALAFCO
- **October 19** - Elections

If you have any questions about the election process, please contact CALAFCO Executive Director René LaRoche at rlaroche@calafco.org or by calling 916-442-6536.

Members of the 2023/2024 CALAFCO Election Committee are:

Wendy Root Askew, Chair  
district4@co.monterey.ca.us

Monterey LAFCo (Coastal Region)  
831-883-7570

Rodrigo Espinosa  
Rodrigo.Espinosa@countyofmerced.com

Merced LAFCo (Central Region)  
209-398-4340

Derek McGregor  
dmcgregor@dmceng.com

Orange Co. LAFCo (Southern Region)  
530-538-6834

Josh Susman  
jsusman@calafco.org

Nevada LAFCo (Northern Region)  
530-559-1725

Additionally, you will also find attached for your reference a copy of the CALAFCO Board of Directors Nomination and Election Procedures, as well as the current listing of Board Members and corresponding terms of office.

*I sincerely hope that you will consider joining us!*

Enclosures

## **Board of Directors Nomination and Election Procedures and Forms**

The procedures for nominations and election of the CALAFCO Board of Directors [Board] are designed to assure full, fair and open consideration of all candidates, provide confidential balloting for contested positions and avoid excessive demands on the time of those participating in the CALAFCO Annual Conference.

The Board nomination and election procedures shall be:

### **1. APPOINTMENT OF AN ELECTION COMMITTEE:**

- a. Following the Annual Membership Meeting the Board shall appoint an Election Committee of four members of the Board. The Election Committee shall consist of one member from each region whose term is not ending.
- b. The Board Chair shall appoint one of the members of the Election Committee to serve as Committee Chair. The CALAFCO Executive Director shall either serve as staff to the Election Committee or appoint a CALAFCO regional officer to serve as staff in cooperation with the Executive Director.
- c. Each regional officer shall serve as staff liaison to the Election Committee specifically to assist in conducting the election as directed by the Executive Director and Committee.
- d. Goals of the Committee are to encourage and solicit candidates by region who represent member LAFCoS across the spectrum of geography, size, and urban-suburban-rural population, and to provide oversight of the elections process.

### **2. ANNOUNCEMENT TO ALL MEMBER LAFCoS:**

- a. No later than four months prior to the Annual Membership Meeting, the Election Committee Chair shall send an announcement to each LAFCo for distribution to each commissioner and alternate. The announcement shall include the following:
  - i. A statement clearly indicating which offices are subject to the election.
  - ii. A regional map including LAFCoS listed by region.
  - iii. The specific date by which all nominations must be received by the Election Committee. The deadline shall be no later than 30 days prior to the opening of the Annual Conference. Nominations received after the closing date shall be returned to the proposing LAFCo marked "Received too late for Election Committee action."
  - iv. The names of the Election Committee members and the name of their LAFCo, regional representation, email address and phone number. The name, email address and phone number of the Executive Director shall also be included.
  - v. The email address and physical address to send the nominations forms.
  - vi. A form for a Commission to use to nominate a candidate and a candidate resume form of no more than one page each to be completed for each nominee.
  - vii. The specific date by which all voting delegate names are due.
  - viii. The specific date by which absentee ballots must be requested, the date CALAFCO will

#### **Key Timeframes for Nominations Process**

Days*	
120	Nomination announcement
30	Nomination deadline
14	Committee report released

*\*Days prior to annual membership meeting*

distribute the absentee ballots, and the date by which they must be received by the Executive Director.

- b. A copy of these procedures shall be posted on the web site.

### 3. THE ELECTION COMMITTEE:

- a. The Election Committee and the Executive Director have the responsibility to monitor nominations and help assure that there are adequate nominations from each region for each seat up for election. No later than two weeks prior to the Annual Conference, the Election Committee Chair shall distribute to the members the Committee Report organized by regions, including copies of all nominations and resumes, which are received prior to the end of the nomination period.
- b. At the close of the nomination period, the Election Committee shall prepare regional ballots. Each region will receive a ballot specific to that region. Each region shall conduct a caucus at the Annual Conference for the purpose of electing their designated representatives. Caucus elections must be held prior to the annual membership meeting at the Conference. The assigned regional officers along with a member of the Election Committee shall tally ballots at each caucus and provide the Election Committee the names of the elected Board members and any open seats. In the event of a tie, the regional officer and Election Committee member shall immediately conduct a run-off ballot of the tied candidates.
- c. Make available sufficient copies of the Committee Report for each Voting Delegate by the beginning of the Annual Conference. Only the designated Voting Delegate, or the designated Alternate Voting Delegate shall be allowed to pick up the ballot packet at the Annual Conference.
- d. Make available blank copies of the nomination forms and resume forms to accommodate nominations from the floor at either the caucuses or the annual meeting (if an at-large election is required).
- e. Advise the Executive Director to provide "CANDIDATE" ribbons to all candidates attending the Annual Conference.
- f. Advise the Executive Director to provide "VOTING DELEGATE" ribbons to all voting delegates attending the Annual Conference.
- g. Post the candidate statements/resumes organized by region on a bulletin board or other easily accessible location near the registration desk.
- h. Regional elections shall be conducted as described in Section 4 below. The representative from the Election Committee shall serve as the Presiding Officer for the purpose of the caucus election and shall be assisted by a regional officer from a region other than their own, as assigned by the Executive Director
- i. Following the regional elections, in the event that there are open seats for any offices subject to the election, the Election Committee Chair shall notify the Chair of the Board of Directors that an at-large election will be required at the annual membership meeting and to provide a list of the number and category of seats requiring an at-large election.

### 4. ELECTRONIC BALLOT FOR LAFCO IN GOOD STANDING NOT ATTENDING ANNUAL MEETING

Limited to the elections of the Board of Directors

- a. Any LAFCo in good standing shall have the option to request an electronic ballot if there will be no representative attending the annual meeting.
- b. LAFCos requesting an electronic ballot shall do so in writing to the Executive Director no later than 30 days prior to the annual meeting.



- c. The Executive Director shall distribute the electronic ballot no later than two weeks prior to the annual meeting.
- d. LAFCo must return the ballot electronically to the Executive Director no later than three working days prior to the annual meeting.
- e. LAFCos voting by electronic ballot may discard their electronic ballot if a representative is able to attend the annual meeting.
- f. LAFCos voting under this provision may only vote for the candidates nominated by the Election Committee as noted on the ballot and may not vote in any run-off elections.

**5. AT THE TIME FOR ELECTIONS DURING THE REGIONAL CAUCUSES OR ANNUAL MEMBERSHIP MEETING:**

- a. The Presiding Officer shall:
  - i. Review the election procedure with the membership of their region.
  - ii. Present the Election Committee Report (previously distributed).
  - iii. Call for nominations from the floor by category for those seats subject to this election:
    - 1. For city member.
    - 2. For county member.
    - 3. For public member.
    - 4. For special district member.
- b. To make a nomination from the floor, a LAFCo, which is in good standing, shall identify itself and then name the category of vacancy and individual being nominated. The nominator may make a presentation not to exceed two minutes in support of the nomination.
- c. When there are no further nominations for a category, the Presiding Officer shall close the nominations for that category.
- d. The Presiding Officer shall conduct a "Candidates Forum". Each candidate shall be given time to make a brief statement for their candidacy. If a candidate is absent from the regional caucus, they may ask someone in their region to make a brief statement on their behalf.
- e. The Presiding Officer shall then conduct the election:
  - i. For categories where there are the same number of candidates as vacancies, the Presiding Officer shall:
    - 1. Name the nominees and offices for which they are nominated.
    - 2. Call for a voice vote on all nominees and thereafter declare those unopposed candidates duly elected.
  - ii. For categories where there are more candidates than vacancies, the Presiding Officer shall:
    - 1. Poll the LAFCos in good standing by written ballot.
    - 2. Each LAFCo in good standing may cast its vote for as many nominees as there are vacancies to be filled. The vote shall be recorded on a tally sheet.

3. Any ballots submitted electronically for candidates included in the Election Committee Report shall be added to the tally.
  4. With assistance from the regional officer, tally the votes cast and announce the results.
- iii. Election to the Board shall occur as follows:
1. A majority of the total number of LAFCoS in a given region are required for a quorum. Returned absentee ballots shall count towards the total required for a quorum.
  2. The nominee receiving the majority of votes cast is elected.
  3. In the case of no majority, the two nominees receiving the two highest number of votes cast shall face each other in a run-off election. Electronic ballots are not included in the tally for any run-off election(s).
  4. In case of tie votes:
    - a. A second run-off election shall be held with the same two nominees.
    - b. If there remains a tie after the second run-off, the winner shall be determined by a draw of lots.

## 6. ADDITIONAL PROCEDURES

- a. For categories where there are more candidates than vacancies, names shall be listed on the ballot in the order the nomination was received and deemed complete.
- b. The Election Committee Chair shall announce and introduce all Board Members elected during the Regional Caucuses at the annual business meeting.
- c. In the event that Board seats remain unfilled after a Regional Caucus, an election will be held immediately at the annual business meeting to fill the position at-large. Nominations will be taken from the floor and the election process will follow the procedures described in Section 4 above. Any commissioner or alternate from a member LAFCo may be nominated for at-large seats.
- d. Seats elected at-large become subject to regional election at the expiration of the term. Only representatives from the region may be nominated for the seat.
- e. As required by the Bylaws, the members of the Board shall meet as soon as possible after election of new Board members for the purpose of electing officers, determining meeting places and times for the coming year, and conducting any other necessary business.

## 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.



# CALAFCO's 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:** Gary Thompson  
Riverside LAFCo  
gthompson@lafco.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:** Dawn Longoria  
Napa LAFCo  
dlongori@napa.lafco.ca.gov

**Central Region**

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

**CONTACT:** José Henriquez  
Sacramento LAFCo  
henriquezj@saccounty.net

Date Received

CALIFORNIA ASSOCIATION OF  
LOCAL AGENCY FORMATION  
COMMISSIONS



## Board of Directors

### **2023/2024 Nomination Form**

*(Must accompany the Candidate Résumé 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**

Nomination Packets must be received by **September 18, 2023** at 5:00 p.m. to be considered by the Election Committee.

**Send completed nominations to**  
[info@calafco.org](mailto:info@calafco.org)

Or, mail to:

CALAFCO Election Committee  
CALAFCO  
1129 Firehouse Alley  
Sacramento, CA 95814

## CURRENT BOARD MEMBERS AND TERMS

NAME	REGION	TYPE & TERM
Bill Connelly, <b>Chair</b>	Butte <i>Northern</i>	County (2023)
Rodrigo Espinosa	Merced <i>Central</i>	County (2024)
Blake Inscore	Del Norte <i>North</i>	City (2024)
Gay Jones	Sacramento <i>Central</i>	District (2024)
Michael Kelley	Imperial <i>Southern</i>	County (2023)
Debra Lake	Humboldt <i>Northern</i>	District (2023)
Jo MacKenzie	San Diego <i>Southern</i>	District (2023)
Michael McGill	Contra Costa <i>Coastal</i>	District (2024)
Derek McGregor	Orange <i>Southern</i>	Public (2024)
Margie Mohler, <b>Vice Chair</b>	Napa <i>Coastal</i>	City (2023)
Anita Paque	Calaveras <i>Central</i>	Public (2023)
Daniel Parra	Fresno <i>Central</i>	City (2023)
Wendy Root Askew	Monterey <i>Coastal</i>	County (2024)
Shane Stark	Santa Barbara <i>Coastal</i>	Public (2023)
Josh Susman	Nevada <i>Northern</i>	Public (2024)
Acquanetta Warren, <b>Treasurer</b>	San Bernardino <i>Southern</i>	City (2024)

Date Received

CALIFORNIA ASSOCIATION OF  
LOCAL AGENCY FORMATION  
COMMISSIONS



**Board of Directors**  
**2023/2024 Candidate Résumé Form**  
(Complete both pages)

Nominated By: \_\_\_\_\_ LAFCo Date: \_\_\_\_\_

Region (please check one):  Northern  Coastal  Central  Southern

Category (please check one):  City  County  Special District  Public

Candidate Name \_\_\_\_\_

Address \_\_\_\_\_

Phone Office \_\_\_\_\_ Mobile \_\_\_\_\_

e-mail \_\_\_\_\_

Personal and Professional Background:

LAFCo Experience:

CALAFCO or State-level Experience:

Availability:

Other Related Activities and Comments:

**NOTICE OF DEADLINE**

Nomination Packets must be received by **September 18, 2023** at 5:00 p.m. to be considered by the Election Committee.

**Send completed nominations to**  
[info@calafco.org](mailto:info@calafco.org)

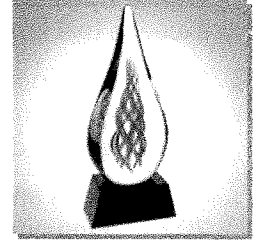
Or, mail to:

CALAFCO Election Committee  
CALAFCO  
1129 Firehouse Alley  
Sacramento, CA 95814

**Date:** May 9, 2023

**To:** CALAFCO Members  
LAFCo Commissioners and Staff  
Other Interested Organizations

**From:** Anita Paque, Committee Chair  
CALAFCO Achievement Awards Committee  
CALAFCO Board of Directors



**Subject: 2023 CALAFCO Achievement Award Nominations Period Open**

**Deadline: 5:00 p.m., Friday, August 18, 2023**

On behalf of the Association, I am pleased to announce that the nomination period for the 2023 CALAFCO Achievement Awards is now open!

Each year, CALAFCO is honored to recognize outstanding achievements by dedicated and committed individuals and/or organizations from throughout the state at its Annual Conference Achievement Awards Ceremony. This year's ceremony will be held on October 19 at the Hyatt Regency Monterey, during the awards banquet.

Recognizing individual and organizational achievements is an important responsibility. It provides visible recognition and support to those who have gone **above and beyond** over the last year 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 based on the criteria outlined.

Before submitting a nomination, *please carefully review the nomination instructions and the criteria for each award as incomplete nominations, and nominations that do not adhere to the submission guidelines, will not be considered by the Committee.*

#### **ACHIEVEMENT AWARDS NOMINATION PROCEDURE:**

1. Nominations may be made by an individual, a LAFCo, a CALAFCO Associate Member, or any other organization.
2. Each nomination must meet the specific award category criteria for consideration. The Committee will not consider any nomination for an award for any category other than the one for which it was submitted. Duplicate nominations *will not be considered by the Committee.*
3. Nominations **must be submitted with a completed nomination form.** Please use a separate form for each nomination. The form is your opportunity to highlight the most important points of your nomination.
4. Nomination *Executive Summaries* must be limited to no more than 250 words in length. Nomination *Summaries* must be limited to no more than 1,000 words or 2 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. Any nomination received that exceeds this amount *will not be considered by the Committee.*

5. All supporting information (e.g. reports, news articles, etc.) must be submitted with the nomination. *Limit supporting documentation to no more than 3 pages.* If the Awards Committee members require additional information, you will be contacted with that request. Any nomination received that exceeds this amount *will not be considered by the Committee.*
6. All nomination materials must be submitted at one time and must be received by the deadline. No late nominations will be accepted – no exceptions. Electronic submittals are required and must be submitted as pdf document, using the fillable pdf document provided.
7. Nominations and supporting materials must be received no later than 5:00 p.m., Friday, August 18, 2023. Send nominations via e-mail to:

Stephen Lucas, CALAFCO Executive Officer  
slucas@buttecounty.net

*You may contact Steve Lucas, CALAFCO Executive Officer, at slucas@buttecounty.net or (530) 538-7784 with any questions.*

### **Members of the 2023 CALAFCO Board of Directors Awards Committee**

#### **Board Members:**

<i>Anita Paque</i> , Committee Chair (Calaveras LAFCo, Central Region)	apaque@calafco.org
<i>Michael Kelley</i> (Imperial LAFCo, Southern Region)	mkelley@calafco.org
<i>Debra Lake</i> (Humboldt LAFCo, Northern Region)	dlake@calafco.org
<i>Margie Mohler</i> (Napa LAFCo, Coastal Region)	mmohler@calafco.org
<i>Shane Stark</i> (Santa Barbara LAFCo, Coastal Region)	sstark@calafco.org

#### **Regional Officer Members:**

<i>Steve Lucas</i> , CALAFCO Executive Officer (Northern Region)	slucas@buttecounty.net
<i>José Henriquez</i> , CALAFCO Deputy Executive Officer (Central Region)	henriquezj@saccounty.net
<i>Dawn Longoria</i> , CALAFCO Deputy Executive Officer (Coastal Region)	dlongoria@napa.lafco.ca.gov
<i>Gary Thompson</i> , CALAFCO Deputy Executive Officer (Southern Region)	gthompson@lafco.org

#### **Attachments:**

- 2023 Achievement Award nomination form
- Achievement Award categories, nomination and selection criteria
- Listing of prior Achievement Award recipients





## **CALAFCO ACHIEVEMENT AWARD CATEGORIES, NOMINATION & SELECTION CRITERIA**

CALAFCO recognizes excellence within the LAFCo community and the full membership by presenting the *Achievement Awards* at the CALAFCO Annual Conference. Nominations are now open and being accepted until **5:00 p.m., Friday, August 18, 2023** in the following categories:

### **OUTSTANDING CALAFCO VOLUNTEER**

Award Summary:

Recognizes a CALAFCO volunteer who has provided exemplary service during the past year. Exemplary service is service which clearly goes above and beyond that which is asked or expected in the charge of their responsibilities. This category may include a CALAFCO Board member, regional officer, program volunteer, or any other requested volunteer.

Nomination criteria:

1. Nominee must have volunteered for the Association during the year in which the nomination is being made.
2. Nominee does not have to be a CALAFCO member.
3. Volunteer efforts must have demonstrated the individual going above and beyond what was asked/expected with positive and effective results.
4. Nominee can be a CALAFCO Board member, regional officer, program volunteer or any other volunteer.

Selection criteria:

1. Must meet all nomination criteria requirements for consideration.
2. Equal consideration shall be given to each nominee, regardless of their position or role as a volunteer. Only the contributions and outcomes shall be considered, not the individual's position.
3. The extent of the volunteerism and the overall impact to the statewide Association and membership based on that volunteerism shall be considered.
4. Preference may be given to individuals who have not previously received this award and meet all the required criteria.

### **OUTSTANDING CALAFCO ASSOCIATE MEMBER**

Award Summary:

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 role and mission of LAFCos through its work. Recipient consistently demonstrates a collaborative approach to LAFCo stakeholder engagement. Further, the individual or firm has a proven commitment to the Association membership through volunteering time and resources to further the cause of LAFCo and CALAFCO.

Nomination criteria:

1. Nominee must be a CALAFCO Associate Member in good standing with the Association.
2. Nominee shall be an Associate Member for the full year in which the nomination is being made.
3. The Associate Member nominated shall have been an Associate Member in good standing with the Association for at least one year prior to the year for which the nomination is being made.
4. As an Associate Member, the nominee may be an individual, firm or agency.
5. The nominee may be an individual within an Associate Member firm or agency.
6. Nominee shall demonstrate that through their work as an Associate Member, the role and mission of LAFCo has been upheld and furthered.
7. Nominee must have proven cooperative and collaborative approaches to situations and

solutions that affect LAFCo statewide as an Associate Member.

8. Proven commitment to the Association's membership as an Associate Member by volunteering resources to the Association during the year in which the nomination is made.

Selection criteria:

1. Must meet all nomination criteria requirements for consideration.
2. Equal consideration shall be given to all nominees that meet the nominating criteria.
3. The level of volunteering time and resources to the Association shall be a consideration with all other nomination criteria.

## **OUTSTANDING COMMISSIONER**

Award Summary:

Presented to an individual Commissioner for extraordinary service to his or her Commission. Extraordinary service is considered actions above and beyond those required in the course of fulfilling their statutory responsibilities as a Commissioner. It requires consistently demonstrating independent judgment on behalf of the interest of the entire county, developing innovative and collaborative solutions to local issues, and leading the commission and community by example.

Nomination criteria:

1. Nominee must be a Commissioner of a LAFCo in good standing with the Association.
2. Nominee shall be a Commissioner for the full year in which the nomination is being made.
3. Proven demonstration of consistently exercising independent judgment for the greater good of the County is required.
4. Proven leadership of the commission and the community through collaborative, innovative and creative solutions to local issues is required.
5. Proven effective results and outcomes shall be demonstrated in the nomination.

Selection criteria:

1. Must meet all nomination criteria requirements for consideration.
2. Equal consideration shall be given to all nominees that meet the nominating criteria.
3. Representation type (city-county-district-public) shall not be a consideration nor shall be the size or geographic area of the LAFCo on which the Commissioner serves.
4. The overall impact of the leadership of the Commissioner shall be considered.
5. Preference may be given to individuals who have not previously received this award and meet all the required criteria.

## **OUTSTANDING LAFCo PROFESSIONAL**

Award Summary:

Recognizes an Executive Officer, Staff Analyst, Clerk, Legal Counsel or any other LAFCo staff person for exemplary service during the past year. Exemplary service is considered actions which clearly go above and beyond that which is asked, expected, or required in the charge of their LAFCo responsibilities.

Nomination criteria:

1. Nominee must be a staff person of a LAFCo in good standing with the Association.
2. Nominee shall be a staff person for the full year in which the nomination is being made.
3. As a staff person, the nominee can be either an employee of the LAFCo or a contractor providing employee-type services to the LAFCo.
4. Efforts must be demonstrated that the individual has consistently gone above and beyond or outside the scope of their role or job responsibilities, with proven results that otherwise would not have occurred.

Selection criteria:

1. Must meet all nomination criteria requirements for consideration.
2. Equal consideration shall be given to all nominees that meet the nominating criteria.
3. Position within a LAFCo shall not be a consideration, nor shall be the size or geographic area of the LAFCo.

4. The overall impact of the LAFCo professional to their LAFCo and the greater community shall be considered.
5. Preference may be given to individuals who have not previously received this award and meet all the required criteria.

## **LIFETIME ACHIEVEMENT AWARD**

### Award Summary:

Recognizes any individual who has made extraordinary contributions to the statewide LAFCo community in terms of longevity of service, exemplary advocacy of LAFCo-related legislation, proven leadership in approaching a particular issue or issues, and demonstrated support in developing and implementing innovative and creative ways to support the goals of LAFCos throughout California. At a minimum, the individual should be involved in the LAFCo community for at least twenty (20) years.

### Nomination criteria:

1. Nomination must be received from a member LAFCo or Associate Member in good standing with the Association.
2. A minimum of 20 years direct involvement with the LAFCo community is required for consideration.
3. During that time, nominee shall have a proven positive impact and effect on the support and evolution of LAFCos statewide.
4. This includes advocacy of LAFCos statewide through legislation, developing creative and innovative solutions to LAFCo issues that serve beyond their LAFCo to the greater good, and collaborative stakeholder approaches to issues and opportunities to further the cause and mission of LAFCo.

### Selection criteria:

1. Must meet all nomination criteria requirements for consideration.
2. Preference may be given to nominees who also have proven experience volunteering for CALAFCO through a regional officer role, serving on committees, serving on the CALAFCO Board, or any other method of volunteering for the Association that serves to promote and support the mission and work of LAFCos throughout the state.

## **LEGISLATOR OF THE YEAR**

### Award Summary:

Presented to a member of the California State Senate or Assembly in recognition of leadership and valued contributions in support of LAFCo goals that have a statewide effect. The recipient shall have demonstrated clear support and effort to further the cause and ability of LAFCos to fulfill their statutory mission. Selected by CALAFCO Board by super majority.

### Nomination criteria:

1. Nominee shall be a California State legislator during the full year in which the nomination was made.
2. Nominee must have demonstrated extraordinary leadership in the Legislature on behalf of LAFCos statewide, with efforts resulting in a positive impact for all LAFCos.

### Selection criteria:

1. Must meet all nomination criteria requirements for consideration.
2. All Legislator of the Year nominations shall be forwarded by the Achievement Awards Committee to the Board for consideration.
3. Selection of the recipient of this award shall be done with a super majority approval of the Board (present at the time of the vote).

## **MIKE GOTCH EXCELLENCE IN PUBLIC SERVICE AWARD**

### Award Summary:

Awarded to an individual, group or agency for actions that rise above expected or common functions or

actions that are LAFCo-related; *and* reduce or eliminate common institutional roadblocks; *and* result in a truly extraordinary public service outcome. Individuals, a LAFCo, or collaborative effort among multiple LAFCos or a LAFCo with other entities are eligible. Other entities shall be decision-making bodies at the local, regional or state level. This award has two distinct categories, each focusing on a specific area:

1. *Protection of agricultural and open space lands and prevention of sprawl*
2. *Innovation, collaboration, outreach and effective support of the evolution and viability of local agencies, promotion of efficient and effective delivery of municipal services*

Award categories:

• **Protection of agricultural and open space lands and prevention of sprawl**

Includes the development and implementation of programs or other actions associated with agriculture, water, flood control, parks and recreation, habitat conservation plans and public lands. Demonstrates the recipient has identified, encouraged and ensured the preservation of agricultural and open space lands. Proven actions that encourage cities, counties and special districts to direct development away from all types of agricultural lands, including prime agricultural lands and open space lands. Includes demonstrated consideration given in decisions to Regional Transportation Plans, including sustainable communities strategies and other growth plans to ensure reliable services, orderly growth, and sustainable communities.

• **Innovation, collaboration, outreach and effective support of the evolution and viability of local agencies, promotion of efficient and effective delivery of municipal services**

Includes the development and implementation of innovate support and systems within internal LAFCo operations in the support of local agencies. Actions produce systemic and sustainable improvements and innovation of local government. Proven facilitation of constructive discussions with local and regional agencies and proactive outreach to local and regional agencies as well as local stakeholders and communities to identify issues and solutions and demonstrated action as a coordinating agency in offering and supporting unique local solutions to meet local challenges. Successful demonstration of development of capacities and abilities of local agencies. Provide tools and resources to local agencies to address aging infrastructure, fiscal challenges and the maintenance of existing services. Demonstrated action to streamline the provision of local services with proven results that services are consistent or have been improved as a result, with little to no increased cost to the consumer. Focused efforts and proven results to ensure delivery of services to all communities, especially disadvantaged communities.

Nomination criteria:

1. Clear demonstration that the actions rise above expected or common functions or actions.
2. The actions reduced or eliminated common institutional roadblocks.
3. The actions clearly proven a truly extraordinary public service outcome that is systemic and sustainable.
4. Identified unique circumstances and factors leading to the solution/project.
5. The innovative steps taken by the LAFCo or entity/entities/individual to solve the problem, overcome the situation, or to take action.
6. Clear description of the results/outcomes of the work and the short- and long-term effects.
7. How this work can be promoted as a LAFCo best practice.
8. Clear demonstration how this nomination meets all criteria.

Selection Criteria:

1. Must meet all nomination criteria requirements for consideration.
2. Equal consideration shall be given to each nominee within each category. The size or geographic area of the LAFCo within a given category shall not be a consideration.
3. The overall impact of the actions and outcomes to the greater community being served shall be considered.
4. The level of impact based on the required nomination criteria shall be considered.



## **PREVIOUS CALAFCO ACHIEVEMENT AWARD RECIPIENTS**

### **2022**

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Outstanding Commissioner	<b>Don Saylor, Yolo LAFCo</b>
Outstanding LAFCo Professional	<b>Carolyn Emery, Orange LAFCo</b>
Mike Gotch Award - Innovation, Collaboration, And Outreach	Two-Way Tie: <b>Yolo LAFCo, and El Dorado LAFCo &amp; South Fork Consulting, LLC</b>

### **2020 – 2021** *(2 year period due to the pandemic)*

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Outstanding Associate Member	<b>Planwest Partners</b>
Outstanding Commissioner	<b>Olin Woods, Yolo LAFCo</b>
Outstanding LAFCo Professional	<b>Crystal Craig, Riverside LAFCo</b>
Mike Gotch Protection of Ag and Open Space Lands & Prevention of Urban Sprawl	<b>Napa LAFCo</b>
Mike Gotch Courage & Innovation in Local Government Leadership Award	<b>Yolo LAFCo</b>
Lifetime Achievement Award	<b>Jerry Glabach, Los Angeles LAFCo</b>

### **2019**

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Distinguished Service Award	<b>Charley Wilson, Orange LAFCo</b>
Most Effective Commission	<b>Contra Costa LAFCo</b>
Outstanding Commissioner	<b>Jim DeMartini, Stanislaus LAFCo</b>
Outstanding LAFCo Professional	<b>David Church, San Luis Obispo LAFCo</b>
Project of the Year	<b>Orange LAFCo, for San Juan Capistrano Utilities MSR</b>
Government Leadership Award	<b>CA State Water Resources Control Board, Los Angeles County and Los Angeles LAFCo, for Sativa Water District Butte LAFCo</b>
Mike Gotch Courage & Innovation in Local Government Leadership Award	
Legislator of the Year	<b>Assembly Member Mike Gipson</b>
Lifetime Achievement Award	<b>John Benoit, various LAFCos, Jurg Heuberger, Imperial LAFCo</b>

### **2018**

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Distinguished Service Award	<b>John Withers, Orange LAFCo</b>
Most Effective Commission	<b>Santa Clara LAFCo</b>
Outstanding Commissioner	<b>Margie Mohler, Napa LAFCo</b>
Outstanding LAFCo Professional	<b>George Williamson, Del Norte LAFCo</b>
Outstanding LAFCo Clerk	<b>Elizabeth Valdez, Riverside LAFCo</b>
Outstanding CALAFCO Associate Member	<b>Best Best &amp; Krieger</b>
Project of the Year	<b>Lake LAFCo, water services consolidation</b>
Government Leadership Award	<b>City of Porterville, County of Tulare, Dept. of Water Resources, State Water Resources Control Board,</b>

Mike Gotch Courage & Innovation in  
Local Government Leadership Award

**Governor's Office of Emergency Services, Self Help  
Enterprises, Community Water Center** for East Porterville  
water supply project

**Mike Ott**, San Diego LAFCo

Legislator of the Year  
Lifetime Achievement Award

**Assembly Member Anna Caballero**

**Pat McCormick**, Santa Cruz LAFCo, **George Spiliotis**,  
Riverside LAFCo

## **2017**

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Most Effective Commission  
Outstanding CALAFCo Member  
Outstanding Commissioner  
Outstanding LAFCo Professional  
Outstanding LAFCo Clerk  
Outstanding CALAFCo Associate Member  
Project of the Year

**Los Angeles LAFCo**  
**Sblend Sblendorio**, Alameda LAFCo  
**John Marchand**, Alameda LAFCo  
**Paul Novak**, Los Angeles LAFCo  
**Richelle Beltran**, Ventura LAFCo  
**Policy Consulting Associates**  
**County Services MSR**, Butte LAFCo, and **Santa Rosa  
Annexation**, Sonoma LAFCo

Government Leadership Award  
Lifetime Achievement Award

**San Luis Obispo County Public Works Dept.**  
**Kathy Rollings McDonald** (San Bernardino)

## **2016**

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Distinguished Service Award  
Most Effective Commission  
Outstanding CALAFCo Member  
Outstanding Commissioner  
Outstanding LAFCo Professional  
Outstanding LAFCo Clerk  
Project of the Year  
Government Leadership Award  
Lifetime Achievement Award

**Peter Brundage**, Sacramento LAFCo  
**San Luis Obispo LAFCo**  
**John Leopold**, Santa Cruz LAFCo  
**Don Tatzin**, Contra Costa LAFCo  
**Steve Lucas**, Butte LAFCo  
**Cheryl Carter-Benjamin**, Orange LAFCo  
**Countywide Water Study**, (Marin LAFCo)  
**Southern Region of CALAFCo**  
**Bob Braitman** (retired Executive Officer)

## **2015**

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Mike Gotch Courage & Innovation in  
Local Government Leadership Award  
Distinguished Service Award  
Most Effective Commission  
Outstanding CALAFCo Member  
Outstanding Commissioner  
Outstanding LAFCo Professional  
Outstanding LAFCo Clerk  
Project of the Year

**Yuba County Water Agency**  
**Mary Jane Griego**, Yuba LAFCo  
**Butte LAFCo**  
**Marjorie Blom**, formerly of Stanislaus LAFCo  
**Matthew Beekman**, formerly of Stanislaus LAFCo  
**Sam Martinez**, San Bernardino LAFCo  
**Terri Tuck**, Yolo LAFCo  
**Formation of the Ventura County Waterworks District No.  
38** (Ventura LAFCo) and **2015 San Diego County Health  
Care Services five-year sphere of influence and service  
review report** (San Diego LAFCo)

Government Leadership Award

**The Cities of Dublin, Pleasanton, Livermore and San Ramon, the Dublin San Ramon Services District and the Zone 7 Water Agency**

CALAFCO Associate Member of the Year

**Michael Colantuono** of Colantuono, Highsmith & Whatley

Legislators of the Year Award

**Assembly member Chad Mayes**

Lifetime Achievement Award

**Jim Chapman** (Lassen LAFCo) and **Chris Tooker** (formerly of Sacramento LAFCo)

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## 2014

Mike Gotch Courage & Innovation in Local Government Leadership Award

**David Church**, San Luis Obispo LAFCo

Distinguished Service Award

**Kate McKenna**, Monterey LAFCo

Most Effective Commission

**Santa Clara LAFCo**

Outstanding CALAFCO Member

**Stephen Lucas**, Butte LAFCo

Outstanding Commissioner

**Paul Norsell**, Nevada LAFCo

Outstanding LAFCo Professional

**Kate McKenna**, Monterey LAFCo

Outstanding LAFCo Clerk

**Paige Hensley**, Yuba LAFCo

Project of the Year

**LAFCo Procedures Guide: 50<sup>th</sup> Year Special Edition**, San Diego LAFCo

Government Leadership Award

**Orange County Water District, City of Anaheim, Irvine Ranch Water District, and Yorba Linda Water District**

Legislators of the Year Award

**Assembly member Katcho Achadjian**

Lifetime Achievement Award

**Susan Wilson**, Orange LAFCo

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## 2013

Mike Gotch Courage & Innovation in Local Government Leadership Award

**Simón Salinas**, Commissioner, Monterey LAFCo

Distinguished Service Award

**Roseanne Chamberlain**, Amador LAFCo

Most Effective Commission

**Stanislaus LAFCo**

Outstanding CALAFCO Member

**Harry Ehrlich**, San Diego LAFCo

Outstanding Commissioner

**Jerry Gladbach**, Los Angeles LAFCo

Outstanding LAFCo Professional

**Lou Ann Texeira**, Contra Costa

LAFCo Outstanding LAFCo Clerk

**Kate Sibley**, Contra Costa LAFCo

Project of the Year

**Plan for Agricultural Preservation**, Stanislaus LAFCo

Government Leadership Award

**Orange County LAFCo Community Islands Taskforce**, Orange LAFCo

Legislators of the Year Award

**Senators Bill Emmerson and Richard Roth**

Lifetime Achievement Award

**H. Peter Faye**, Yolo LAFCo; **Henry Pellissier**, Los Angeles LAFCo; **Carl Leverenz**, Butte LAFCo; **Susan Vicklund-Wilson**, Santa Clara LAFCo.

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## 2012

Mike Gotch Courage & Innovation in Local Government Leadership Award

**Bill Chiat**, CALAFCO Executive Director

Distinguished Service Award

**Marty McClelland**, Commissioner, Humboldt LAFCo

Most Effective Commission

**Sonoma LAFCo**

Outstanding CALAFCO Member

**Stephen A. Souza**, Commissioner, Yolo LAFCo and CALAFCO Board of Directors

Outstanding Commissioner  
LAFCo Outstanding LAFCo Professional  
Outstanding LAFCo Clerk  
Project of the Year

Government Leadership Award  
Lifetime Achievement Award

**Sherwood Darington**, Monterey  
**Carole Cooper**, Sonoma LAFCo  
**Gwenna MacDonald**, Lassen LAFCo  
**Countywide Service Review & SOI Update**, Santa Clara LAFCo  
**North Orange County Coalition of Cities**, Orange LAFCo  
**P. Scott Browne**, Legal Counsel LAFCos

## **2011**

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Mike Gotch Courage & Innovation in  
Local Government Leadership Award  
Distinguished Service Award  
LAFCo Most Effective Commission  
Outstanding CALAFCO Member  
Outstanding Commissioner  
Outstanding LAFCo Professional  
Outstanding LAFCo Clerk

Project of the Year

Government Leadership Award

**Martin Tuttle**, Deputy Director for Planning, Caltrans  
**Mike McKeever**, Executive Director, SACOG  
**Carl Leverenz**, Commissioner and Chair, Butte  
**San Bernardino LAFCo**  
**Keene Simonds**, Executive Officer, Napa LAFCo  
**Louis R. Calcagno**, Monterey LAFCo  
**June Savala**, Deputy Executive Officer, Los Angeles LAFCo  
**Debbie Shubert**, Ventura LAFCo

**Cortese-Knox-Hertzberg Definitions Revision**  
Bob Braitman, Scott Browne, Clark Alsop, Carole Cooper,  
and George Spiliotis

**Contra Costa Sanitary District**  
**Elsinore Water District and Elsinore Valley Municipal Water District**

## **2010**

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Mike Gotch Courage & Innovation in  
Local Government Leadership Award  
Distinguished Service Award  
  
Most Effective Commission  
Outstanding CALAFCO Member  
Outstanding Commissioner  
Outstanding LAFCo Professional

Outstanding LAFCo Clerk

Project of the Year

Government Leadership Award

Special Achievement

**Helen Thompson**, Commissioner, Yolo LAFCo

**Kathleen Rollings-McDonald**, Executive Officer, San Bernardino LAFCo  
**Bob Braitman**, Executive Officer, Santa Barbara LAFCo  
**Tulare LAFCo**

**Roger Anderson, Ph.D.**, CALAFCO Chair, Santa Cruz LAFCo  
**George Lange**, Ventura LAFCo  
**Harry Ehrlich**, Government Consultant, San Diego LAFCo

**Candie Fleming**, Fresno LAFCo

**Butte LAFCo**  
Sewer Commission - Oroville Region Municipal Service Review

**Nipomo Community Services District** and the **County of San Luis Obispo**

**Chris Tooker**, Sacramento LAFCo and CALAFCO Board of Directors

## **2009**

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Mike Gotch Courage & Innovation in  
Local Government Leadership Award

**Paul Hood**, Executive Officer, San Luis Obispo LAFCo



Distinguished Service Award  
Most Effective Commission  
Outstanding CALAFCO Member  
  
Outstanding Commissioner  
Outstanding LAFCo Professional  
Outstanding LAFCo Clerk  
Project of the Year  
Government Leadership Award

Legislator of the Year Award

**William Zumwalt**, Executive Officer, Kings LAFCo  
**Napa LAFCo**  
**Susan Vicklund Wilson**, CALAFCO Vice Chair  
**Jerry Gladbach**, CALAFCO Treasurer  
**Larry M. Fortune**, Fresno LAFCo  
**Pat McCormick**, Santa Cruz LAFCo Executive Officer  
**Emmanuel Abello**, Santa Clara LAFCo  
**Orange LAFCo** Boundary Report  
**Cities of Amador City, Jackson, Ione, Plymouth & Sutter Creek; Amador County; Amador Water Agency; Pine Grove CSD** – Countywide MSR Project  
**Assembly Member Jim Silva**

## **2008**

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Distinguished Service Award  
  
Most Effective Commission  
Outstanding Commissioner  
Outstanding LAFCo Professional

Outstanding LAFCo Clerk  
Project of the Year

Government Leadership Award  
Legislator of the Year Award

**Peter M. Detwiler**, Senate Local Government Committee  
Chief Consultant  
**Yuba LAFCo**  
**Dennis Hansberger**, San Bernardino LAFCo  
**Michael Ott**, San Diego LAFCo Executive Officer  
**Martha Poyatos**, San Mateo Executive Officer

**Wilda Turner**, Los Angeles LAFCo  
**Kings LAFCo**  
City and Community District MSR and SOI Update  
**San Bernardino Board of Supervisors**  
**Assembly Member Anna M. Caballero**

## **2007**

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Outstanding CALAFCO Member  
Distinguished Service Award  
Counsel Most Effective Commission  
Outstanding Commissioner

Outstanding LAFCo Professional  
Outstanding LAFCo Clerk  
Project of the Year

Government Leadership Award  
Lifetime Achievement

**Kathy Long**, Board Chair, Ventura LAFCo  
**William D. Smith**, San Diego Legal  
**Santa Clara LAFCo**  
**Gayle Uilkema**, Contra Costa LAFCo

**Joyce Crosthwaite**, Orange LAFCo Executive Officer  
**Debby Chamberlin**, San Bernardino LAFCo  
**San Bernardino LAFCo and City of Fontana**  
Islands Annexation Program  
**City of Fontana** - Islands Annexation Program  
**John T. "Jack" Knox**

## **2006**

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Outstanding CALAFCO Member

Distinguished Service Award  
Most Effective Commission Award  
Outstanding Commissioner Award

Outstanding LAFCo Professional Award  
Outstanding LAFCo Clerk Award

**Everett Millais**, CALAFCO Executive Officer and Executive  
Officer of Ventura LAFCo  
**Clark Alsop**, CALAFCO Legal Counsel  
**Alameda LAFCo**  
**Ted Grandsen**, Ventura LAFCo  
**Chris Tooker**, Sacramento LAFCo  
**Larry Calemine**, Los Angeles LAFCo Executive Officer  
**Janice Bryson**, San Diego LAFCo  
**Marilyn Flemmer**, Sacramento LAFCo

Project of the Year Award	<b>Sacramento Municipal Utility District</b> Sphere of Influence Amendment and Annexation; <b>Sacramento LAFCo</b>
Outstanding Government Leadership Award	<b>Cities of Porterville, Tulare, and Visalia and Tulare LAFCo</b> Island Annexation Program
Legislator of the Year Award	<b>Senator Christine Kehoe</b>

**2005**

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Outstanding CALAFCO Member	<b>Peter Herzog</b> , CALAFCO Board, Orange LAFCo
Distinguished Service Award	<b>Elizabeth Castro Kemper</b> , Yolo LAFCo
Most Effective Commission Award	<b>Ventura LAFCo</b>
Outstanding Commissioner Award	<b>Art Aseltine</b> , Yuba LAFCo <b>Henri Pellissier</b> , Los Angeles LAFCo
Outstanding LAFCo Professional Award	<b>Bruce Baracco</b> , San Joaquin LAFCo
Outstanding LAFCo Clerk Award	<b>Danielle Ball</b> , Orange LAFCo
Project of the Year Award	<b>San Diego LAFCo</b> MSR of Fire Protection and Emergency Medical Services
Outstanding Government Leadership Award	<b>Sacramento Area Council of Governments (SACOG)</b>

**2004**

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Outstanding CALAFCO Member	<b>Scott Harvey</b> , CALAFCO Executive Director
Distinguished Service Award	<b>Julie Howard</b> , Shasta LAFCo
Most Effective Commission Award	<b>San Diego LAFCo</b>
Outstanding Commissioner Award	<b>Edith Johnsen</b> , Monterey LAFCo
Outstanding LAFCo Professional Award	<b>David Kindig</b> , Santa Cruz LAFCo
Project of the Year Award	<b>San Luis Obispo LAFCo</b> Nipomo CSD SOI Update, MSR, and EIR

**2003**

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Outstanding CALAFCO Member	<b>Michael P. Ryan</b> , CALAFCO Board Member
Distinguished Service Award	<b>Henri F. Pellissier</b> , Los Angeles LAFCo
Most Effective Commission Award	<b>San Luis Obispo LAFCo</b>
Outstanding Commissioner Award	<b>Bob Salazar</b> , El Dorado LAFCo
Outstanding LAFCo Professional Award	<b>Shirley Anderson</b> , San Diego LAFCo
Outstanding LAFCo Clerk Award	<b>Lori Fleck</b> , Siskiyou LAFCo
Project of the Year Award	<b>Napa LAFCo</b> Comprehensive Water Service Study
Special Achievement Award	<b>James M. Roddy</b>

**2002**

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Outstanding CALAFCO Member	<b>Ken Lee</b> , CALAFCo Legislative Committee Chair
Most Effective Commission Award	<b>San Diego LAFCo</b> Outstanding
Commissioner Award	<b>Ed Snively</b> , Imperial LAFCo
Outstanding LAFCo Professional Award	<b>Paul Hood</b> , San Luis Obispo LAFCo
Outstanding LAFCo Clerk Award	<b>Danielle Ball</b> , Orange LAFCo
Project of the Year Award	<b>San Luis Obispo LAFCo</b>
Outstanding Government Leadership Award	<b>Napa LAFCo</b> , Napa County Farm Bureau, Napa Valley Vintners Association, Napa Valley Housing Authority, Napa County Agricultural Commissioner's Office, Napa County Counsel Office, and Assembly Member Patricia Wiggins

**2001**

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Outstanding CALAFCO Member	<b>SR Jones</b> , CALAFCO Executive Officer
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Distinguished Service Award	<b>David Martin</b> , Tax Area Services Section, State Board of Equalization
Outstanding Commissioner Award	<b>H. Peter Faye</b> , Yolo LAFCo
Outstanding LAFCo Professional Award	<b>Ingrid Hansen</b> , San Diego LAFCo
Project of the Year Award	<b>Santa Barbara LAFCo</b>
Outstanding Government Leadership Award	<b>Alameda County Board of Supervisors, Livermore City Council, Pleasanton City Council</b>
Legislator of the Year Award	<b>Senator Jack O'Connell</b>

**2000**

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Outstanding CALAFCO Member	<b>Ron Wootton</b> , CALAFCO Board Chair
Distinguished Service Award	<b>Ben Williams</b> , Commission on Local Governance for the 21st Century
Most Effective Commission Award	<b>Yolo LAFCo</b>
Outstanding Commissioner	<b>Rich Gordon</b> , San Mateo LAFCo
Outstanding LAFCo Professional Award	<b>Annamaria Perrella</b> , Contra Costa LAFCo
Outstanding LAFCo Clerk Award	<b>Susan Stahmann</b> , El Dorado LAFCo
Project of the Year Award	<b>San Diego LAFCo</b>
Legislator of the Year Award	<b>Robert Hertzberg</b> , Assembly Member

**1999**

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Distinguished Service Award	<b>Marilyn Ann Flemmer-Rodgers</b> , Sacramento LAFCo
Most Effective Commission Award	<b>Orange LAFCo</b>
Outstanding Executive Officer Award	<b>Don Graff</b> , Alameda LAFCo
Outstanding LAFCo Clerk Award	<b>Dory Adams</b> , Marin LAFCo
Most Creative Solution to a Multi-Jurisdictional Problem	<b>San Diego LAFCo</b>
Outstanding Government Leadership Award	<b>Assembly Member John Longville</b>
Legislator of the Year Award	<b>Assembly Member Robert Hertzberg</b>

**1998**

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Outstanding CALAFCO Member	<b>Dana Smith</b> , Orange LAFCo
Distinguished Service Award	<b>Marvin Panter</b> , Fresno LAFCo
Most Effective Commission Award	<b>San Diego LAFCo</b>
Outstanding Executive Officer Award	<b>George Spiliotis</b> , Riverside LAFCo
Outstanding Staff Analysis	<b>Joe Convery</b> , San Diego LAFCo <b>Joyce Crosthwaite</b> , Orange LAFCo
Outstanding Government Leadership Award	<b>Santa Clara County Planning Department</b>

**1997**

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Most Effective Commission Award	<b>Orange LAFCo</b>
Outstanding Executive Officer Award	<b>George Finney</b> , Tulare LAFCo
Outstanding Staff Analysis	<b>Annamaria Perrella</b> , Contra Costa LAFCo
Outstanding Government Leadership Award	<b>South County Issues Discussion Group</b>
Most Creative Solution to a Multi-Jurisdictional Problem	<b>Alameda LAFCo and Contra Costa LAFCo</b>
Legislator of the Year Award	<b>Assembly Member Tom Torlakson</b>





**2023 Achievement Award Nominations**  
Due by Friday, August 18, 2023 at 5:00 p.m.

## **Achievement Award 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 Volunteer
- Outstanding CALAFCO Associate Member
- Outstanding Commissioner
- Outstanding LAFCo Professional

Mike Gotch Excellence in Public Service (choose one category below)

- Protection of agricultural and open space lands and prevention of sprawl*
- Innovation, collaboration, outreach and effective support of the evolution and viability of local agencies, promotion of efficient and effective delivery of municipal services*
- Legislator of the Year (must be approved by the full CALAFCO Board)
- Lifetime Achievement Award

### **NOMINATION SUBMITTED BY:**

Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_



**2023 Achievement Award Nominations**  
**Due by Friday, August 18, 2023 at 5:00 p.m.**

**EXECUTIVE SUMMARY**

In no more than 250 words, summarize why this recipient is the most deserving of this award.



**2023 Achievement Award Nominations**  
**Due by Friday, August 18, 2023 at 5:00 p.m.**

**NOMINATION SUMMARY**

Please indicate the reasons why this person or agency deserves to be recognized (this section must be no more than 1,000 words or 2 pages maximum).



CALIFORNIA ASSOCIATION OF LOCAL AGENCY FORMATION COMMISSIONS

1129 Firehouse Alley  
Sacramento, CA 95814  
(916) 442-6536

## 2023 CALAFCO VOTING DELEGATE

*The Local Agency Formation Commission of the below named county, hereby names and appoints the following Commissioners to be its duly authorized voting delegate and alternate for purposes of the 2023 CALAFCO Board of Directors election to be held on Thursday, October 19, 2023, during the CALAFCO Regional Caucus and Annual Meeting in Monterey, California.*

County Name:

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Delegate:

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Alternate:

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Appointment Authorized by:

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Name of individual completing form on behalf of the LAFCo:

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Will your delegate or alternate be attending the CALAFCO Annual Conference?

Yes:  No:

**PLEASE RETURN COMPLETED FORM BY 5:00 PM ON SEPTEMBER 18, 2023**

**TO: René LaRoche via email to: [rlaroch@calafco.org](mailto:rlaroch@calafco.org)**

**Late submissions will NOT be accepted.**