

## Agenda

**NOTE THIS MEETING WILL A PHYSICAL MEETING AT  
THE CALAVERAS COUNTY BOARD OF SUPERVISOR'S ROOM  
891 MOUNTAIN RANCH ROAD  
SAN ANDREAS, CA**

### **Calaveras Local Agency Formation Commission**

#### **Regular Meeting Agenda**

**Monday – MAY 17, 2021 – 6:00 p.m.**

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

**If you wish to participate via Zoom you may do so.**

**Instructions for joining meeting via Zoom are as follows:**

**Topic: Calaveras LAFCo**

**Time: May 17, 2021 06:00 PM Pacific Time (US and Canada)**

**Join Zoom Meeting**

**<https://us02web.zoom.us/j/86894544519?pwd=L0NlbnUzRXhrMlg2Z1NlVktBWDJlQT09>**

**Meeting ID: 868 9454 4519**

**Passcode: 440347**

**Phone in:**

**+1 (669) 900-6833**

*(All meeting materials are available on LAFCo's Website: [www.calaveraslafco.org](http://www.calaveraslafco.org))*

#### **6:00 PM Regular LAFCo Meeting Items:**

- 1. Call to Order/Pledge of Allegiance/Roll Call & Introduction of new Special District Members**

##### Commissioners

Kirk Smith, Special District Member  
Isabel Moncada, City Member  
Jennifer Herndon, City Member  
Gary Tofanelli, County Member  
Merita Callaway, County Member, Vice-Chair  
Tony Tyrrell, Special District Member  
Anita Paque, Public Member

##### Alternate Commissioners

Roark Weber, Public Member Alt.  
Alvin Broglio, City Member Alt.  
Travis Owens, Special Dist. Member Alt.  
Amanda Folendorf, County Member Alt

Staff:

John Benoit, Executive Officer  
Nancy Mees, LAFCO Clerk  
Michael Colantuono, LAFCO Counsel

2. **Approval of Agenda (Deletions/Additions)**
3. **Election of Chair and Vice Chair for FY 2021-2022.**
  - A. **Election of Chair for FY 2021-2022:**

*LAFCo Bylaw section 4.6 (a) requires a County Member be elected Chair.*
  - B. **Election of Vice-Chair for 2021-2022:**

*LAFCo Bylaw section 4.6 (a) requires a Public Member be elected Vice-Chair*
4. **Consider minutes of March 15, 2021**
  - a. *Approve March 15, 2021 LAFCo Minutes*
5. **Consent Agenda:**
  - a. *Review and Authorize Claims for March and April 2021*
6. **Correspondence:**

*Support for AB 1581 Local Government Omnibus Bill*

#### **PUBLIC HEARING**

7. **Calaveras LAFCo's final budget for FY 2021-2021**
  - a) *Review Executive Officer's report and final budget and consider final budget for fiscal year 2021-2022 and adopt Resolution 2021-0005*

#### **WORKSHOP**

8. **San Andreas Sanitary District Service Review and Sphere of Influence (MSR and SOI)**
  - a. *Review Draft Service Review and Sphere of Influence Report for wastewater services being provided by the San Andreas Sanitary District*

**Other Business:**

**9. Executive Officer' s report**

- a. *Community Services District MSR and SOI*
- b. *CSDA Special District Laws Guide*
- c. *Union Public Utility District MSR and SOI*
- d. *Schedule LAFCo 101 for next meeting*

**10. Commissioners Reports**

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

**11. Public Comment**

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

**12. NEXT LAFCO MEETING will be: July 19, 2021 - 6:00 PM in San Andreas**

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

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

Public Comment

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

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

Public Hearings

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

Agenda Materials

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

Accessibility

The location of this meeting is wheelchair-accessible.

Disclosure & Disqualification Requirements

Any person or group of persons acting in concert who directly or indirectly contribute \$1,000 or more in support of or in opposition to a change of organization or reorganization that has been submitted to Calaveras LAFCO must comply with the disclosure requirements of the Political Reform Act of 1974 applicable to local initiative measures to be submitted to the electorate. These requirements contain

provisions for making disclosures of contributions and expenditures at specified intervals; they may be reviewed at Government Code §§56700.1 and 81000 *et seq.* Additional information about the requirements pertaining to local initiative measures to be presented to the electorate can be obtained by calling the Fair Political Practices Commission at (916) 322-5660. A LAFCO Commissioner must disqualify herself or himself from voting on an application involving an "entitlement for use" (such as an annexation or sphere amendment) if, within the last twelve months, the Commissioner has received \$250 or more in campaign contributions from the applicant, any financially interested person who actively supports or opposes the application, or an agency (such as an attorney, engineer, or planning consultant) representing the applicant or an interested party. The law (Government Code Section 84308) also requires any applicant or other participant in a LAFCO proceeding to disclose the contribution amount and name of the recipient Commissioner on the official record of the proceeding.

Contact LAFCO Staff at (209) 754-6511

LAFCO Webpage: [www.calaveraslafco.org](http://www.calaveraslafco.org)

Email LAFCO at: [j.benoit4@icloud.com](mailto:j.benoit4@icloud.com)

# Calaveras Local Agency Formation Commission

## Meeting Minutes – Monday, March 15, 2021

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11. **Call to Order/Roll Call** – Order was called by Vice-Chair Callaway at 6:05 p.m. on Monday, March 15, 2021, via video conference.

### Commissioners Present

Merita Callaway, County Member, Vice-Chair  
Isabel Moncada, City Member  
Jennifer Herndon, City Member  
Tony Tyrrell, Special Dist. Member  
Anita Paque, Public Member

### Commissioners Absent

Gary Tofanelli, County Member  
Amanda Folendorf, County Member Alt.  
Alvin Broglio, City Member Alt.  
Jon Dashner, Special Dist. Mem. Alt.  
Roark Weber, Public Member Alt.  
John Lavaroni, Special Dist. Mem.

### Staff Present

John Benoit, Executive Officer  
Nancy Mees, LAFCO Clerk

### Others Present

2. **Approval of Agenda:**

Vice-Chair Callaway asked why this item is on the Agenda as it seems unnecessary and there are never any additions or deletions. Executive Officer Benoit responded that he agreed, and that nothing substantive can be added to the agenda at this point anyway. Vice-Chair Callaway then requested that this item be removed from future agendas.

3. **Consider Minutes of the January 25, 2021, LAFCo meeting:**

**MOTION** by Commissioner Tyrrell to approve the Minutes as presented, second by Commissioner Moncada. Motion passed 5 yes, 0 no, 0 abstention, 2 absent.

4. **Consent Agenda:**

*Review and authorize claims for January and February 2021.*

**MOTION** by Commissioner Paque to approve the Consent Agenda and Claims for January and February 2021 as presented, second by Commissioner Tyrrell. Motion passed 5 yes, 0 no, 0 abstention, 2 absent.

**5. Correspondence:**

*Appeals Court Decision – LAFCo Indemnity Agreements and post proceeding costs.*

Executive Officer Benoit explained that a recent appellate decision ruled that applicants to LAFCo whose projects are denied are not required to pay LAFCo's attorney fees if the applicant appeals LAFCo's decision. This ruling is currently being appealed to the California Supreme Court by SDRMA, and if the ruling stands, Mr. Benoit believes CALAFCO may seek legislation regarding this issue as it is currently not addressed in the codes.

Vice-Chair Callaway asked whether there is any insurance LAFCOs can get to cover these attorney fees, and Executive Officer Benoit responded that there is no type of mutual insurance for such circumstances. He added that Calaveras LAFCo has a large reserve fund that could pay those fees, but that if Calaveras LAFCo were forced to pay attorney fees, it would be the city, county and special districts that would have to make up that loss in reserves as they are the entities that fund LAFCo.

**6. LAFCO 2021-0001 – A request by Chester Murphy to annex one parcel of land, APN 044-009-097 (79.87 acres), into the Calaveras Public Utility District in the San Andreas area of Calaveras County for the purpose of receiving one domestic water connection:**

Commissioner Paque advised that she would be abstaining from discussion and voting on this agenda item because she owns interest in a property that is in San Andreas.

Executive Officer Benoit stated that the parcel in question is on West Murphy Creek Road, and that the County Surveyor provided comments that will be dealt with in preparing the final map for this project. He added that County Planning had some concerns that this annexation might be growth-inducing, however Mr. Benoit disagrees. CPUD would like to also annex an adjacent large parcel that already has a water connection, but Mr. Benoit explained that annexing that parcel would create an island. Therefore, his recommendation was to annex just the smaller parcel as set forth in the proposed resolution. He also stated that there had been no application from the owner of that property to annex, and due to the process and fees it would involve, it would delay Mr. Murphy's requested annexation. Mr. Benoit then added that the Murphy parcel is within CPUD's SOI.

Vice-Chair Callaway asked why CPUD thought this annexation would be growth-inducing. Executive Officer Benoit responded that because of the size of this parcel, CPUD felt there was a possibility it could be subdivided into several lots. Mr. Benoit explained that this is not in Mr. Murphy's plans and he is only asking for one water connection. If at any point in the future, a request for subdividing should occur, it would have to go through County Planning first anyway.

Vice-Chair Callaway then asked whether Mr. Murphy would have to go to CPUD if he ever wanted a second water connection for a new building on the property. Executive Officer Benoit replied that he would, as well as to the county if a new building beyond a certain size were to be built.

Commissioner Herndon asked if there were any other special districts that would be affected by this annexation, and Mr. Benoit said there were not.

Chester Murphy, who was in attendance, explained that this parcel had at one time already had a connection from CPUD, and that the previous owner of the property had put in the waterline and constructed the buildings currently on the property. That owner then lost the property and had the connection transferred to property he owned next door. Therefore, the line had already been approved; Mr. Murphy just wants to reconnect it. Vice-Chair Callaway asked if there is a connection on the adjacent property, and Mr. Murphy responded in the affirmative.

**MOTION** by Commissioner Herndon to approve Resolution 2021-0001 approving the annexation as presented, second by Commissioner Tyrrell. Motion passed 4 yes, 0 no, 1 abstention, 2 absent.

#### **Public Hearings:**

**7. Mokelumne Hill Sanitary District Service Review and Sphere of Influence (MSR and SOI):**

- a) *Review Service Review and Sphere of Influence Report, Conduct Public Hearing and consider LAFCo Resolution 2021-0002 adopting a Municipal Service Review for wastewater services being provided by the Mokelumne Hill Sanitary District.*

Vice-Chair Callaway opened the Public Hearing.

Executive Officer Benoit stated that the MSR had been reviewed at the January meeting. He again explained that the sphere boundary is totally within the District's boundary except for the irrigation field. Mr. Benoit believes the District should consider annexing that property into the District as they are now paying property tax on it. He then added that the District's services are adequate.

Vice-Chair Callaway commented that the District seems to be fairly well managed, and Mr. Benoit agreed that it is. Ms. Callaway then asked whether annexing the irrigation field would create an island, and Mr. Benoit responded that it would not as the property is contiguous.

- b) *Consider LAFCo Resolution 2021-0003 adopting a Sphere of Influence for the Mokelumne Hill Sanitary District.*

**MOTION** by Commissioner Tyrrell to approve Resolution 2021-0002 adopting the Municipal Service Review for Mokelumne Hill Sanitary District as presented, and to approve Resolution 2021-0003 adopting a Sphere of Influence for Mokelumne Hill Sanitary District as presented, second by Commissioner Moncada. Motion passed 5 yes, 0 no, 0 abstention, 2 absent.

**8. 2021-2022 LAFCo Proposed Budget:**

Executive Officer Benoit reported that this proposed budget is similar to past years, and that after it has been considered by the Commission, he will send it to the County, City and Special Districts for review. The final proposed budget will then be brought to the May meeting for adoption.

Mr. Benoit commented that CALAFCO dues dropped three dollars this year. He then gave a brief explanation of the budget and how it is funded for the benefit of the new Commissioners. He said LAFCo tries to maintain the Commission's goal of a reserve fund of \$100,000. Lastly, he stated that the Agency Cost Share will be slightly less than it was last year.

Vice-Chair Callaway complimented Executive Officer Benoit on his EO report for this item, saying it was a very good explanation of the proposed budget.

Mr. Benoit added that the proposed budget provides for three Commissioners attending the CALAFCO State Conference. He noted that Commissioner Paque will be the CALAFCO Board President this coming year, and that CALAFCO will probably pay for at least her registration if the conference is held in person. Vice-Chair Callaway congratulated Commissioner Paque.

Mr. Benoit concluded by saying that insurance will be going up due to increased risk management costs, partly resulting from all of the fires.

As there was no public comment, Vice-Chair Callaway closed the Public Hearing.

**MOTION** by Commissioner Tyrrell to approve the proposed budget as presented for distribution to the applicable agencies for review and comment, second by Commissioner Moncada. Motion passed 5 yes, 0 no, 0 abstention, 2 absent.



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

### *b) San Andreas Sanitary District MSR and SOI.*

Executive Officer Benoit reported that the draft had been sent out to the District for review and this item should be coming before the Commission soon.

### *b) Community Services District MSR and SOI.*

Mr. Benoit stated that there have been a lot of changes regarding, and concerns with, road maintenance CSDs. As the laws change and increase in number, it is becoming harder for the small districts to manage themselves accordingly, and many are closing.

### *c) CSDA Special District Laws Guide.*

Executive Officer Benoit feels the CSDA's Guide is an important tool for special districts to have and review because there are so many laws special districts must follow, with new laws being added every year.

Mr. Benoit would like to hold a LAFCo 101 once the Commission is meeting in person again regarding the many roles and duties of LAFCo, and that this would be especially helpful to new Commissioners. He added that LAFCo can have a lot of power if it chooses to use it.

There was then some discussion regarding when the Commission can meet in person again, and it was decided that there are several variables which would determine this happening.

## **9. Commissioner Reports**

Vice-Chair Callaway stated that she recalled discussion from the last meeting regarding how long it had been since the Angels Camp SOI had been reviewed. Executive Officer Benoit replied that it has been about ten years, so should be reviewed again soon. He hopes to bring it before the Commission during this next fiscal year.

Vice-Chair Callaway then commented on special districts being able to ask for financial assistance related to Covid, and that so far only San Andreas Parks and Recreation District has done so. She added that any district that has needs, can present them to the Board of Supervisors for consideration. Mr. Benoit added that CSDA currently has a program whereby districts with small budgets can obtain inexpensive membership, which is also a big help for those districts.

## **10. Public Comment:**

There was no public comment.

**12. Adjournment**

Meeting was adjourned at 7:05 p.m. The next regular meeting will be Monday, May 17, 2021, at 6:00 p.m.

Minutes submitted by Nancy Mees.

**DATED:**

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**APPROVED:**

\_\_\_\_\_

\_\_\_\_\_  
Merita Callaway, Vice Chair,  
Calaveras Local Agency Formation

# CALAVERAS LAFCO

## LAFCO CLAIM AUTHORIZATION FORM

for

Item #4

March and April 2021

Authorize payment of the following claims:

<u>Date of Claim</u>	<u>Description</u>	<u>Amount</u>
<b>FY 2020-2021 Expenses:</b>		
March 15, 2021	Commission meeting stipends	\$ 250.00
Apr 1, 2021	Staff Svcs and Expenses March 2021	\$ 5,000.10
April 1, 2021	CSD MSR preparation	\$ 4,325.00
May 1, 2021	Staff Svcs and Exp April 2021	\$ 2,961.46
April 14, 2021	Valley Springs News Final 2021-2022 Budget	\$ 28.50
	<b>TOTAL:</b>	<b>\$ 12,565.06</b>

DATED: May 17 2021

APPROVED: May 17, 2021

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Merita Callaway, Vice-Chair  
Calaveras Local Agency Formation Commission

Attest:

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John Benoit  
Executive Officer

Item	Account Number	Comm Stipends	Insurance	Communications	Memberships	GenOfficeExp	Postage	copies	MSR	SOT	Ex. OFF. Svcs	City Fin Charge
		62001	62050	62051	62052	62053	62054	62055	62057	62058	62059	62060
<b>Total Budgeted</b>		\$ 3,300.00	\$ 3,000.00	\$ 900.00	\$ 2,120.00	\$ 350.00	\$ 500.00	\$ 1,500.00	\$ 25,000.00	\$ 20,000.00	\$ 45,000.00	\$ 3,600.00
Calafco dues 20-21					\$ (1,620.00)							
SDRMA Insurance 20-21			\$ (2,325.00)									
July 20, 2020 Laico meeting		\$ (300.00)					\$ (14.20)	\$ (187.10)	\$ (2,000.00)		\$ (3,550.00)	
Staff Svcs July 2020 Inv 0061				\$ (41.77)			\$ (1.42)	\$ (1.00)			\$ (2,950.00)	
Staff Svcs August 2020 Inv 0073		\$ (350.00)		\$ (41.96)								
Sept 21, 2020 Payroll Calaveras				\$ (41.32)			\$ (17.70)	\$ (37.20)	\$ (2,000.00)		\$ (2,700.00)	
Staff Svcs September 2020				\$ (41.96)					\$ (1,000.00)		\$ (1,550.00)	
Staff Svcs October 2020					\$ (500.00)							
CSDA Dues 20-21		\$ (300.00)										
Comm Payroll Nov 16, 2020				\$ (48.99)			\$ (15.60)	\$ (38.60)	\$ (2,000.00)		\$ (2,950.00)	
Staff Svcs November 2020				\$ (44.57)		\$ (64.00)	\$ (0.50)	\$ (10.00)			\$ (3,025.00)	
Staff Svcs December 2020		\$ (350.00)										
Payroll 1.25.2021				\$ (68.77)			\$ (21.45)	\$ (33.90)	\$ (2,650.00)		\$ (2,500.00)	
Staff Svcs January 2021												
Project Revenue CUP Annex 2021-01				\$ (63.77)				\$ (10.00)	\$ (2,400.00)		\$ (3,400.00)	
Staff Svcs February 2021												
Valley Spgs News Prop LAFCo Budget and Moke Hill MSR				\$ (54.76)			\$ (16.32)	\$ (22.30)	\$ (4,325.00)		\$ (4,900.00)	
Staff Svcs March 2921												
Payroll 3.15.2021		\$ (250.00)		\$ (54.76)			\$ (1.70)	\$ (5.00)			\$ (2,900.00)	
Staff Svcs April 2021												
Valley Springs news Final Budget												
<b>TOTAL EXPENDITURES</b>		\$ 1,750.00	\$ 675.00	\$ 297.37	\$ -	\$ 286.00	\$ 411.11	\$ 1,154.90	\$ 8,625.00	\$ 20,000.00	\$ 14,575.00	\$ 3,600.00
<b>TOTAL REMAINING</b>												



# CALAVERAS LAFCO

April 27, 2021

Honorable Cecilia Aguiar-Curry, Chair  
Assembly Local Government Committee  
California State Assembly  
State Capitol, Room 5144  
Sacramento, CA 95814

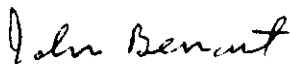
RE: SUPPORT of AB 1581: Local Government Committee Omnibus Bill

Chair Aguiar-Curry:

The Calaveras Local Agency Formation Commission (LAFCo) is pleased to support the Assembly Local Government Committee Bill AB 1581, 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 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. AB 1581 currently makes minor technical corrections to language used in the Act. The Calaveras LAFCo is grateful to your Committee, staff and CALAFCO, all of whom worked diligently on this language to ensure there are no substantive changes while creating a significant increase in the clarity of the Act for all stakeholders.

This legislation helps insure the Cortese-Knox-Hertzberg Act remains a vital and practical law that is consistently applied around the state. We appreciate your Committee's authorship and support of this bill, and your support of the mission of LAFCos.



*for*  
Merita Callaway  
Vice-Chair Calaveras Local Agency Formation Commission

- cc: Members, Assembly Local Government Committee
- Jimmy MacDonald, Consultant, Assembly Local Government Committee
- William Weber, Consultant, Assembly Republican Caucus
- Pamela Miller, Executive Director, CALAFCO

### 2021 Omnibus Bill Items Tracking Log

Item No.	Person Responsible	Section/Change	Actions	Due Date	Status
2	Kai Luoma	§56133(a) (amend) adding "...of the county in which the affected territory is located." and §56133(f) (delete).	Part of Omnibus Bill published March 9, 2021		Added to the 2021 Omnibus Bill (Assembly Bill No. 1581)
3	Paul Novak	§56325.1(amend) removing independent judgement language; 56331.4 (new) adding independent judgement language.	Part of Omnibus Bill published March 9, 2021		Added to the 2021 Omnibus Bill (Assembly Bill No. 1581)
6	Keene Simonds	§56427 (amend) replace "...revise spheres..." with "...update spheres..."	Part of Omnibus Bill published March 9, 2021		Added to the 2021 Omnibus Bill (Assembly Bill No. 1581)
10	Roseanne Chamberlain	§56879(c)(4) (new) adding language to remove the property tax transfer process (R & T Section 99 and 99.01) when dissolving inactive districts.	Part of Omnibus Bill published March 9, 2021		Added to the 2021 Omnibus Bill (Assembly Bill No. 1581)

CALAVERAS LAFCO  
EXECUTIVE OFFICER'S REPORT

May 17, 2021

TO: Local Agency Formation Commission  
FROM: John Benoit, Executive Officer  
RE: Final Budget for FY 2021-2022

A "recommended" budget was presented at the March 15, 2021 meeting along with a justification report, which was adopted. Please refer to the Budget Justification Report from the March LAFCo meeting and the proposed budget report for the March 2020 meeting for detail on each of the items below.

SUMMARY OF EXPENSES:

Commission Stipend The Commission recommended a stipend of \$3,300.00. This is adequate to cover Commissioner Stipends for the year, assuming full attendance at six meetings. This item has been reduced next year since the Commission now only has 6 regular meetings.

Insurance The Commission recommended \$2,500.00 for liability Insurance.

Memberships The Commission recommended in its proposed budget \$2,117.00 1,617.00 for Calafco dues as voted upon by the Calafco membership and \$500.00 for CSDA membership.

Communications Communications is budgeted at \$800.00 this year.

Office Supplies This is a combined budget (copies (\$1,500.00), general (\$350.00), postage (\$500.00).

Professional Services Commission Clerk and Executive Officer: Professional Services include two categories: Executive Officer and Clerk at \$45,000.00, the same as this year. Notwithstanding a very complex reorganization or incorporation project for Calaveras LAFCO, this amount should cover LAFCO administration and non complex project processing.

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

Service Reviews and Sphere of Influence updates This item is budgeted at \$25,000 to continue Service Reviews and \$20,000 is to be budgeted to initiate and continue work on Spheres of Influence. This is a statutory mandatory activity in this case and LAFCO must update and maintain its Service Reviews.

File Scanning and Retention \$6,000 is proposed for file scanning and retention of files for FY 2021-2022.



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

Training and Travel Expense: The Commission recommended in its proposed budget \$6,000 for these items. This includes miscellaneous mileage, the Calafco Annual Conference, Staff training and the annual staff workshop. The Calafco conference this year is in Newport Beach from October 6<sup>th</sup> through October 9<sup>th</sup>. It is anticipated to cost approximately \$1,500 per person including transportation, lodging, and conference registration. As well as the annual staff workshop in April 2021 in Orange County.

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

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

Special District (Agency) Training This year, the Commission allocated \$5,000 for agency training. Next year no funds are allocated.

Contingency/Reserve The contingency/reserve funds are proposed to total \$112,116.70 this year per Commission Policy. Any carryover funds exceeding \$140,000 will be placed back into the Reserve Fund.

The amount to be apportioned between the City, Districts and the County is proposed to be \$90,883.70 next year or \$30,294.57 each for the City, County and Special Districts.

**Recommendation:**

- a. Review, discuss, amend, and consider the Final Budget. A budget justification report for FY was prepared by staff for the adopted proposed budget on March 15, 2021.
- b. Adopt LAFCO Resolution 2021-0005 approving the final LAFCo budget.

**Resolution 2021-0005**

**of the**

**Calaveras Local Agency Formation Commission**

*Resolution of the Calaveras Local Agency Formation Commission Adopting a Final Budget for 2021-2022*

WHEREAS, Calaveras LAFCO is required by Government Code Section 56381(a) to adopt annually, following a noticed public hearing, 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 budget for public review which was adopted on March 15, 2021; and,

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

WHEREAS, the Executive Officer has given notice of hearing in the form and manner specified by law for adoption of the final budget and upon the date, time and place specified in said notice of hearing, the Commission heard, discussed and considered all oral and written testimony submitted including, but not limited to, the approved budget priorities for Fiscal Year 2021-2022 and the Executive Officer's report and recommendations; and

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

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

1. Notwithstanding item 3 below, that Calaveras LAFCO hereby adopts the attached final 2021-2022 budget service and supplies appropriation of \$121,167.00 as shown in Exhibit "A"
2. That Calaveras LAFCO hereby establishes a contingency fund of \$12,116.70 for FY 2020-2021.
3. LAFCO hereby allocates \$100,000.00 for its general reserve fund plus any unrestricted carryover funds from the previous fiscal year.
4. Directs the Executive Officer to transmit the final budget to the County Auditor and all parties specified in Government Code Section 56381 (a) as promptly as possible.

5. The Commission desires to retain any and all carryover funds to fund future Municipal Service Reviews, special projects, legal expenses, its reserve fund and Spheres of Influence projects as provided for in G.C. Code Section 56381.
6. Request the Auditor collect the funds as required in Section 56381 of the government code and apportion \$90,883.70 between the City, the Special Districts and the County for the operational costs of LAFCO. In the event of non-payment of LAFCO funds by any entity subject to the LAFCO's apportionment, the Commission hereby requests and authorizes the Auditor to collect the funds from property tax revenues or any other revenue source and deposit the funds into the LAFCO account.

PASSED AND ADOPTED by the Calaveras Local Agency Formation Commission at a regular meeting of said Commission held on May 17<sup>th</sup>, 2021 by the following roll call vote:

AYES: -

NOES: -

ABSTAINS: -

ABSENT: -

Signed and approved by me after its passage this 17th day of May 2021.

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Merita Callaway, Chair Calaveras LAFCO

Attest:

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John Benoit, Executive Officer  
Calaveras LAFCO

	2018-2019 FINAL Budget	2019-2020 FINAL Budget	2020-2021 Final Budget	2021-2022 Proposed Budget	2021-2022 FINAL Budget
<b>EXPENDITURES</b>					
<b>SERVICES AND SUPPLIES</b>					
62001 Extra Hire - Commissioners Stipend	\$3,300.00	\$3,300.00	\$3,300.00	\$3,300.00	\$3,300.00
62050 Insurance	\$1,721.00	\$1,807.05	\$3,000.00	\$2,500.00	\$2,500.00
62051 Communications	\$800.00	\$800.00	\$800.00	\$800.00	\$800.00
62052 Memberships - Calafco CSDA	\$925.00	\$1,078.00	\$2,120.00	\$2,117.00	\$2,117.00
62053 Office Expense - General	\$350.00	\$350.00	\$350.00	\$350.00	\$350.00
62054 Office Expense - Postage	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00
62055 Office Expense - Copies	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
62056 Service Reviews	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
62057 Spheres of Influence	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
62058 File Scanning and Retention and Mapping	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00
62059 Professional Services-Exec. Officer/Clerk	\$42,500.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00
62060 City Finance Charges (formerly A-87)	\$3,600.00	\$3,600.00	\$3,600.00	\$3,600.00	\$3,600.00
62061 Legal Notices	\$1,000.00	\$500.00	\$500.00	\$500.00	\$500.00
62062 Training	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
489.6 Personal Mileage Reimb	\$90,883.70	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
62064 Travel Expense	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
62065 Legal Counsel Services and misc Legal Expenses	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
62067 Special Dist. Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$206,579.70	\$119,435.05	\$121,670.00	\$121,167.00	\$121,167.00
<b>TOTAL SERVICES AND SUPPLIES</b>					
62066 Contingency Fund	\$20,657.97	\$11,943.51	\$12,167.00	\$12,116.70	\$12,116.70
General Reserve Fund	\$75,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00
	\$302,237.67	\$231,378.56	\$233,837.00	\$233,283.70	\$233,283.70
<b>Services, Contingency and Reserve Total</b>					
<b>REVENUE AND CARRYOVERS</b>					
Est. Carryover from prior year	\$127,000.00	\$137,199.68	\$140,000.00	\$140,000.00	\$140,000.00
Anticipated Project Revenue	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
Anticipated Interest	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00
Contributions from Governments	\$172,837.67	\$91,778.88	\$91,437.00	\$90,883.70	\$90,883.70
<b>TOTAL REVENUES AND CARRYOVERS</b>					
<b>AMOUNT TO BE APPORTIONED</b>	\$172,837.67	\$91,778.88	\$91,437.00	\$90,883.70	\$90,883.70
City of Angels Camp			\$30,294.57	\$30,294.57	\$30,294.57
County of Calaveras			\$30,294.57	\$30,294.57	\$30,294.57
Independent-Spec. Districts			\$30,294.57	\$30,294.57	\$30,294.57