



CONTRA COSTA LOCAL AGENCY FORMATION COMMISSION

651 Pine Street, Sixth Floor • Martinez, CA 94553-1229

e-mail: LTexe@lafco.cccounty.us

(925) 335-1094 • (925) 335-1031 FAX

Lou Ann Texeira
Executive Officer

MEMBERS

Helen Allen
City Member
Federal Glover
County Member
Martin McNair
Public Member

Dwight Meadows
Special District Member

David A. Piepho
Special District Member

Rob Schroder
City Member

Gayle B. Uilkema
County Member

ALTERNATE MEMBERS

Sharon Burke
Public Member

George H. Schmidt
Special District Member

Mary N. Piepho
County Member

Don Tatzin
City Member

June 8, 2011 (Agenda)

June 8, 2011
Agenda Item 13

Contra Costa Local Agency Formation Commission
651 Pine Street, Sixth Floor
Martinez, CA 94553

**CALAFCO Annual Conference and Call for Board of Directors and
Achievement Award Nominations**

Dear Commissioners:

The Annual CALAFCO Conference will be held August 31 – September 2, 2011 at the Silverado Resort in Napa. Conference and registration material was previously distributed. All CALAFCO conference and nomination material is available on the CALAFCO website at www.calafco.org and through the LAFCO office.

Each year, prior to the annual conference, CALAFCO issues a call for Board of Director candidates and Achievement Award nominations. The election of CALAFCO Board members and Achievement Award ceremony will take place at the annual CALAFCO conference on September 1.

The CALAFCO Recruitment Committee has opened nominations for the 2012 Board of Directors. There are eight seats up for election this fall, two from each of the four regions. The **deadline for Board nominations is August 2**. There have been several improvements in the elections process, including a method for LAFCOs not in attendance to vote, and a change to an election by majority. See the attached nomination package for an invitation from the Recruitment Committee, details on improvements to the election process, and the nomination forms.

The CALAFCO bylaws require each member LAFCO to designate a voting delegate to vote on behalf of their Commission. The voting delegate may be a commissioner, alternate commissioner or executive officer. Voting delegates must be designated prior to the annual meeting in August 2011.

Also, nominations are now open for the 2011 CALAFCO Achievement Awards. The awards recognize outstanding achievements by individuals and organizations committed to LAFCO goals and principles. Please see the attached note from the

Awards Committee Chair, along with the nomination form and information. The **deadline for award nominations is July 20.**

Recommendation: Advise as to any nominations and appoint a voting delegate for Contra Costa LAFCO.

Sincerely,

LOU ANN TEXEIRA
EXECUTIVE OFFICER

Attachments



Local Agency Formation Commission of Napa County
Subdivision of the State of California

1700 Second Street, Suite 268
Napa, California 94559
Telephone: (707) 259-8645
Facsimile: (707) 251-1053
<http://napa.lafco.ca.gov>



May 20, 2011

TO: CALAFCO Member Agencies
FROM: Bill Dodd, Chair
SUBJECT: 2011 Annual CALAFCO Conference

The Local Agency Formation Commission (LAFCO) of Napa County is pleased to host CALAFCO's 2011 Annual Conference at the Silverado Resort and Spa between Wednesday, August 31 and Friday, September 2, 2011. We hope all member agencies and guests will join us for three days in the Napa Valley discussing new and emerging trends affecting LAFCOs' planning and regulatory duties. This year's theme is aptly titled, "Exploring New Boundaries," and reflects LAFCOs' evolving role in overseeing regional growth management.

The Planning Committee has organized an outstanding and diverse program focusing on LAFCOs' core challenges and opportunities in facilitating sensible and sustainable growth and development applicable to rural, suburban, and urban communities. An underlying theme to the program is considering the "big picture" factors influencing present and future needs of our collective constituents, such as exploring demographic changes, municipal service funding, and balancing smart urban growth with agricultural preservation.

A visit to the Napa Valley would not be complete without experiencing some of the region's unique and legendary amenities. With this in mind, consider joining fellow attendees for a pre-conference golf tournament at the Silverado Resort's 18-hole championship course scheduled for the afternoon of Tuesday, August 30. I also encourage attendees to register for a mobile workshop on the morning of Wednesday, August 31. The workshop will include visits to several renowned wineries to learn from the winemakers themselves about their innovative practices in helping to sustain viticulture as the region's main commerce.

Please visit the CALAFCO website at www.calafco.org for more information on the 2011 Annual Conference. This includes registration details and updated draft programs. Should you have any questions, please contact Executive Officer Keene Simonds at (707) 259-8645 or ksimonds@napa.lafco.ca.gov. We look forward to seeing you!

Sincerely,

Bill Dodd
Chair

Enclosures:

- 1) Conference Flyers
- 2) Napa Valley Visitor Information

Lewis Chilton, Vice Chair
Councilmember, Town of Yountville

Joan Bennett, Commissioner
Councilmember, City of American Canyon

Juliana Inman, Alternate Commissioner
Councilmember, City of Napa

Bill Dodd, Chair
County of Napa Supervisor, 4th District

Brad Wagenknecht, Commissioner
County of Napa Supervisor, 1st District

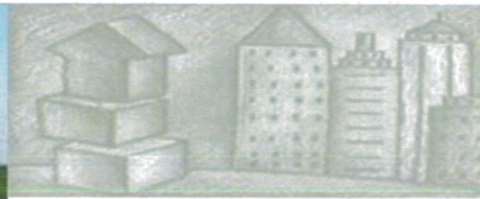
Mark Luce, Alternate Commissioner
County of Napa Supervisor, 2nd District

Brian J. Kelly, Commissioner
Representative of the General Public

Gregory Rodeno, Alternate Commissioner
Representative of the General Public

Keene Simonds
Executive Officer

2011 Annual CALAFCO Conference



Exploring New Boundaries

August 31, 2011 – September 2, 2011

Silverado Resort/Napa

Longitude: 38.3° / Latitude: -122.3°

REGISTER NOW!

CALAFCO's 2011 Annual Conference



Travel Distances From Local Airports:

- Oakland: 50 miles
- San Francisco: 58 miles
- Sacramento: 64 miles

Wednesday August 31 through Friday September 2, 2011

Silverado Resort / 1600 Atlas Peak Road | Napa | California | 94558

Napa LAFCo is pleased to host CALAFCO's 2011 Annual Conference at the Silverado Resort. Please join us for three days in the Napa Valley discussing new and emerging trends affecting LAFCOs' planning and regulatory duties. This year's theme is aptly titled "Exploring New Boundaries" and reflects LAFCOs' evolving role in overseeing regional growth management. Scheduled sessions include:

- Exploring the Big Picture:
Growth Trends in California
- Exit Strategies:
Disincorporation and Consolidation of Cities
- Terms and Conditions:
How Far Can/Should We Go?
- Managing the Agricultural/Urban Interface
- The Stanislaus Experience: Three Fire Agencies' Regional Approach to Cooperative Solutions
- Dissolution/Consolidation/Insolvency Issues and Trends with Special Districts
- Recycled Water: Opportunities and Challenges in Growth Management
- Next Generation of Municipal Service Reviews: Improving Value by Increasing Collaboration
- Social Justice Criteria: Tulare Case Study
- LAFCo 101: Covering the Basics
- LAFCo 201: Ethics

CONFERENCE REGISTRATION

Member (before 8/1)	390.00
Member (after 8/1)	440.00
Non Member	500.00
Member One-Day	225.00
Non Member One-Day	300.00
Guest/All Meals	190.00
Guest/Banquet Only	100.00

Additional MCLE Credit	50.00
Golf Tournament (8/30 @ 1:00 PM)	100.00
Mobile Workshop (8/31 @ 7:45 AM)	44.00

SILVERADO RESORT RATES

Resort Guest Room	139.00/night
Junior Fireplace Suite	149.00/night
Fireplace Suite	159.00/night
Two-Bedroom Suite	209.00/night

22.80/night Resort Fee Applies and Covers:

- Self and Valet Parking
- Wireless Internet Access
- Complimentary Tennis Court Use
- Complimentary Fitness Facilities Use

Additional 18-Hole Golf with Cart Rate	85.00
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Hotel Room Rates Good Through 7/31/11
Contact Silverado at (800) 532-0500
or www.silveradoresort.com
(Promo Code 'CALAFCO')

A Feeling Called Napa

An Introduction to the Napa Valley

Care to trade the buzz of your everyday life for a place that sparkles with bliss? Try some time in Napa, and we'll reacquaint you with feelings you may have forgotten. Sound inviting? This rather dramatic transformation begins as soon as you embark on the scenic drive to our valley of the vines. Distractions and stress seem to melt away, as changes in terrain reflect your shifting state of mind. Buildings become fewer and far between, and freeways peel away from the landscape to reveal sprawling farms and pristine ranches. And soon the vines begin to spring up; neat pinstripe rows of perfection in the making that mark the cusp of a different kind of destination; a valley of wonders where the pace has been buffered for your personal enjoyment. Signs outside Napa should read, "Prepare yourself," because things are definitely different here. In fact, people *feel* different here. And once you're in the Napa state of mind you may find yourself doing some unusual things. Gazing through your vehicle's window to take in the *scenery*. Enlisting a morsel of fresh bread to capture that final drop of tantalizing sauce on your dinner plate. You may catch yourself *thinking*. The results are always the same. Your guests will be walking around with smiles spread across their faces, wondering why they haven't been here before. Or wishing they could stay a little longer. Let's put it this way, without departure notices, no one would ever leave. Because every experience here is enhanced by a taste or a touch or a scent or a sound that gently reminds: your other life is miles away. For now, you are at peace. You are calm. You are smiling. You are in Napa.

Cooler in summer and warmer in winter, Silverado sits at the southern end of the Napa valley, where temperatures are ten degrees closer to perfection than in towns just minutes to the north.

Women are "better" wine tasters than men. The art of identifying complicated flavors is based largely on perception, and the female palate is ten times more discerning than the male.

There's no other destination like it anywhere in the world. Why? Because the people that care for your group are artisans that portray life's pleasures in forms that rival perfection. Your meals are prepared by master chefs. The wine you linger over is among the *best in the world*. The places you visit are infused with drama and sculpted in expressions that beg a second look. There is no beginning and end to a group experience in Napa, because every moment is filled with new sensations for every receptor. It is not a destination, it is a feeling. And what a feeling it can be.

What is a day in Napa like? Wake up to the sounds of our world; the chorus of birds performing from a stage of noble firs and shady oaks. Perhaps there is some business to attend to in the morning, but the rest of the day has been reserved for enjoying the many fruits of the verdant valley. Board your coach and ride the Silverado Trail through an ever-changing landscape of golden hills and lush environs until your destination comes into view. Now the winery experience takes hold, gently tugging at your curiosity as warm smiles greet you and your guests. There are stone aging cellars filled with oak barrels to inspect. Production mysteries to unravel. And soon you are standing in a sun-swept tasting room, a glass of *something spectacular* in hand with the mountains of Wine Country on the horizon. “How’s the wine? Can we bring you anything?” These are the questions your guests will become accustomed to, delivered in a tone they will identify as genuine *sincerity*. The sun begins a slow descent as thoughts of dinner creep into your mind. But that has all been arranged, and your job is to simply show up with an appetite for tastes you have not yet encountered. Rich, wonderful flavors that defy description lie in wait at your next destination, a private dining affair in one of Napa’s spectacular venues.

The roses you see planted at the edge of the wineries are part of the vintner’s science. They are prone to the same pests as the grapes, but show the signs of trouble a full two weeks before the vines will.

Each and every evening venue is so dramatic it inspires a change in your state of mind. Witness a western lodge lifted from the sprawling ranches of Montana. Cross stylized foyers of wood and glass that read more like museums of modern art than anything associated with industry. Delve into caves of cool limestone that are so perfectly sculpted they beckon a touch, as if to prove they are in fact real. Day and night, Napa is an intellectual and sensory experience that could not be replicated with a dozen stamps on your passport. And when your evening of fine dining is complete, you return home to the lush landscapes of Silverado. The resort is a place where every care is attended to and each request is fulfilled with the word “yes.” Best of all, it is positioned at the gateway to all that Napa has to offer, so you are never more than minutes from the towns and attractions that your guests will soon become enamored with. Your perfect day complete, you are drifting off to sleep. Tomorrow there is biking or hiking or balloon flights. Another spectacular winery to explore. Perhaps a massage. Tonight, there are dreams and sleep and pure contentment. This is the feeling we call Napa, and now that you have it, you hope it never goes away.

The Napa Valley accounts for just 10% of California’s total wine production. In contrast, the valley’s wineries produce more than 70% of the state’s premium vintages.

Meeting Planner's Guide

Facts and Figures about the Napa Valley

Airports and Access

The Napa Valley is 90 minutes from three of Northern California's airports. Choose between Sacramento (SMF), Oakland (OAK) or San Francisco (SFO) as your gateway to Wine Country. Although drive times can be increased by factors like time of day and day of the week, we've found that Sacramento and Oakland are generally more resistant to extended transfer times than San Francisco. Regardless of the airport you use, drives to Napa are scenic countryside affairs that will pass more quickly than guests expect. Napa County has an airport as well, available to small planes and private charters.

The Weather and your Wardrobe

World-class grapes, like your attendees, require warm days, comfortable nights and very little rain. Napa Valley weather conditions are highly predictable and generally mild. Expect great weather most of the time and you won't be disappointed. Daily temperatures range from the mid fifties in winter to the eighties in the summer; the chart at the right offers more detail. For winter, long pants and a jacket are in order; this is also the rainy season for Napa, and some durable shoes and an umbrella will be welcome accessories on misty days. Summer days are warm and dictate light clothing. Summer evenings are cool and comfortable, and a light sweater or jacket is generally all you'll need, if anything at all. There's plenty of California sunshine here, so don't forget the sunglasses. The key to dressing for success in Napa is layers; when cool mornings give way to warm afternoons, you'll be glad your attire is flexible.

Daily Average Temps

	High	Low
Jan	56	37
Feb	62	40
Mar	64	41
Apr	69	43
May	74	47
June	79	51
July	82	53
Aug	81	53
Sep	81	52
Oct	76	48
Nov	64	42
Dec	56	38

When to Come to Wine Country

You can't always dictate your time of visit, but when you can we offer the following advice. First, avoid the weekends whenever possible, particularly for group events. During the week, the valley's destinations are yours to enjoy. On the weekends, you must share resources with an ever-increasing number of individual travelers. The most hectic months to visit are September and October, when the harvest takes place and tourism is at its peak. We also suggest that whenever possible, your arrivals and departures be scheduled to avoid morning and evening rush hours.

The Basics on Geography

The Napa Valley is approximately thirty miles long and seven miles wide. Destinations in the valley are fairly concentrated, meaning that the furthest transfer from any one point to another is 45 minutes or less, depending on the time of day and the day of the week. Transfer times can be longer during peak traffic hours and on the weekends. The Silverado Resort is located at the southern end of the valley, near the town of Napa. The other communities of the valley run as follows from south to north: Yountville, Oakville, Rutherford, St. Helena, Calistoga.

Meeting Planner's Guide

Facts and Figures about the Napa Valley

Liquor Laws and Policies on Shipping Wine

Alcoholic beverages are sold daily until 1:00 am in accordance with California state laws. Retail liquor purchases can be made at wineries, in liquor stores, and in grocery and drug stores. The purchase and consumption of alcohol is limited to persons 21 and older. Group attendees may have plans to ship wine home from Napa. Keep in mind that shipping is limited to states that offer "reciprocity" with California. This is an ever changing and relatively short list, and may even vary by the winery; specific and accurate information is available only from the individual wineries.

Sales Tax

Napa Valley sales tax is currently 8.75%

Driving in Napa

Valid US or international drivers license is required for all drivers. Rental car agencies require a valid drivers license and a major credit card. California state law requires liability insurance. Like all US cities, traffic flows to the right side of the road. Child safety seats are required for all children under the age of six, or any child weighing less than 60 pounds, regardless of age. Child safety seats are available for rent from all major car rental agencies.

International Language Services

Multilingual guides and escorts are available for international groups. Consult Destination Services for specific details about rates, services and supported languages.

Currency Exchange and ATM's

Foreign currency exchange services are available through Bank of America branches in Napa, and from other local banks. The Silverado Resort does not offer exchange services. There are ATM's located throughout the Napa Valley, including an ATM on property at Silverado. General banking hours in Napa are Monday through Friday, 9 am – 5 pm.

Time Zone

Napa, like all of California, operates on Pacific Standard Time (PST); three hours behind the United States east coast and eight hours behind Greenwich Mean Time (GMT.)

2011

Board of Directors

Chair

SUSAN VICKLUND WILSON
Santa Clara LAFCo

Vice Chair

JERRY GLADBACH
Los Angeles LAFCo

Secretary

THEODORE NOVELLI
Amador LAFCo

Treasurer

MARY JANE GRIEGO
Yuba LAFCo

JULIE ALLEN
Tulare LAFCo

LARRY R. DUNCAN
Butte LAFCo

JON EDNEY
Imperial LAFCo

KAY HOSMER
Colusa LAFCo

JULIANA INMAN
Napa LAFCo

GAY JONES
Sacramento LAFCo

JOHN LEOPOLD
Santa Cruz LAFCo

BRAD MITZELFELT
San Bernardino LAFCo

CATHY SCHLOTTMANN
Santa Barbara LAFCo

STEPHEN SOUZA
Yolo LAFCo

JOSH SUSMAN
Nevada LAFCo

ANDY VANDERLAAN
San Diego LAFCo

Staff

WILLIAM S. CHIAT
Executive Director

SR JONES
Executive Officer

CLARK ALSOP
Legal Counsel

KATE MCKENNA
Deputy Executive Officer

JUNE SAVALA
Deputy Executive Officer

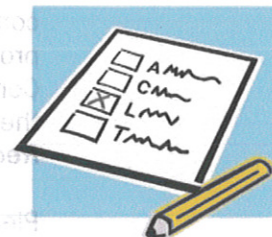
LOU ANN TEXEIRA
Deputy Executive Officer

20 May 2011

To: Local Agency Formation Commission
Members and Alternate Members

From: Gay Jones, Co-Chair
Cathy Schlottmann, Co-Chair
Recruitment Committee
CALAFCO Board of Directors

RE: Nominations for 2012 CALAFCO Board of Directors



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

The following offices on the CALAFCO Board of Directors are open for nominations.

<u>Northern Region</u>	<u>Central Region</u>	<u>Coastal Region</u>	<u>Southern Region</u>
County Member	City Member	City Member	County Member
District Member	Public Member	Public Member	District Member

The election will be conducted during regional caucuses at the CALAFCO annual conference prior to the Annual Membership Meeting held on Thursday, September 1st, 2011 at the Silverado Resort in Napa.

Please inform your Commission that the CALAFCO Recruitment Committee is accepting nominations for the above-cited offices until Tuesday, 2 August 2011. Incumbents are eligible to run for another term. Nominations received by August 2nd will be included in the Recruitment Committee's Report, copies of which will be available at the Annual Conference. Nominations received after this date will be returned; however, nominations will be permitted from the floor during the Regional Caucuses or during at-large elections, if required, at the Annual Membership Meeting.

The Board has made several changes to the elections process to be more inclusive for all members. For those member LAFCos who cannot send a representative to the Annual Meeting, a new electronic ballot will be made available. In the past nominees receiving the most votes were elected. With the smaller number of voters in the regional system that could result in members elected with less than majority support. Therefore the system has been changed to a majority election with run offs in the

event of a tie or no majority. These two changes to the process are underlined in the attached procedures.

Should your Commission nominate a candidate, the Chair of your Commission must complete the attached Nomination Form and the Candidate's Resume Form, or provide the specified information in another format other than a resume. Commissions may also include a letter of recommendation or resolution in support of their nominee. ***The nomination forms and materials must be received by the Recruitment Committee Chair no later than Tuesday, 2 August 2011.***

Please forward nominations to:

CALAFCO Recruitment Committee
c/o Sacramento LAFCo
1112 I St, Suite 100
Sacramento, California 95814-2836
FAX: 916/874-2939

Electronic filing of nomination forms and materials is encouraged to facilitate the recruitment process. Please send e-mails with forms and materials to Diane.Thorpe@sacalafco.org. Alternatively, nomination forms and materials can be mailed or Faxed to the above address.

Attached please find a copy of the CALAFCO Board of Directors Nomination and Election Procedures. Members of the 2011 CALAFCO Recruitment Committee are:

Gay Jones, Co-Chair, Sacramento LAFCo (Central Region)
Cathy Schlottmann, Santa Barbara LAFCo (Coastal Region)
Kay Hosmer, Colusa LAFCo (Northern Region)
Jon Edney, Imperial LAFCo (Southern Region)

If you have any questions, please contact Gay at (916) 208-0736 or Cathy at (805) 733-2964.

Please 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 A RECRUITMENT COMMITTEE

- a. Following the Annual Membership Meeting the Board shall appoint a Committee of four members of the Board. The Recruitment Committee shall consist of one member from each region whose term is not ending.
- b. The Board shall appoint one of the members of the Recruitment Committee to serve as Chairman. The CALAFCO Executive Officer shall appoint a CALAFCO staff member to serve as staff for the Recruitment Committee in cooperation with the CALAFCO Executive Director.
- c. Each region shall designate a regional representative to serve as staff liaison to the Recruitment 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 three months prior to the Annual Membership Meeting, the Recruitment 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 dates by which all nominations must be received by the Recruitment 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 Nominations Committee action."
 - iv. The names of the Recruitment Committee members with the Committee Chair's LAFCo address and phone number, and the names and contact information for each of the regional representatives.
 - v. The 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.
- b. No later than four months before the annual membership meeting, the Recruitment

Key Timeframes for Nominations Process

Days*

90	Nomination announcement
30	Nomination deadline
14	Committee report released

*Days prior to annual membership meeting

Committee Chair shall send an announcement to the Executive Director for distribution to each member LAFCo and for publication in the newsletter and on the website. The announcement shall include the following:

- i. A statement clearly indicating which offices are subject to the election.
 - ii. The specific date by which all nominations must be received by the Recruitment Committee. Nominations received after the closing dates shall be returned to the proposing LAFCo marked "Received too late for Recruitment Committee action."
 - iii. The names of the Recruitment Committee members with the Committee Chair's LAFCo address and phone number, and the names and contact information for each of the regional representatives.
 - iv. Requirement that nominated individual must be a commissioner or alternate commissioner from a member in good standing within the region.
- c. A copy of these procedures shall be posted on the web site.

3. THE RECRUITMENT COMMITTEE

- a. The Recruitment Committee and the regional representatives 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 Recruitment 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 nominations the Recruitment 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 seats. Caucus elections must be held prior to the annual membership meeting at the conference. The Executive Director or assigned staff along with a member of the Recruitment committee shall tally ballots at each caucus and provide the Recruitment Committee the names of the elected Board members and any open seats. In the event of a tie, the staff and Recruitment 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 Member by the beginning of 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 Annual Conference Planning Committee to provide "CANDIDATE" ribbons to all candidates attending the Annual Conference.
- f. Post the candidate statements/resumes organized by region on a bulletin board near the registration desk.
- g. Regional elections shall be conducted as described in Section 4 below. The representative from the Recruitment Committee shall serve as the Presiding Officer for the purpose of the caucus election.
- h. Following the regional elections, in the event that there are open seats for any offices subject to the election, the Recruitment 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 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 days prior to the annual meeting.
- e. LAFCOs voting under this provision 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 Recruitment Committee 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 Recruitment Committee Chairman, another member of the Recruitment Committee, or the Chair's designee (hereafter called the Presiding Officer) shall:
 - i. Review the election procedure with the membership.
 - ii. Present the Recruitment 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.
- 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. With assistance from CALAFCO staff, tally the votes cast and announce the results.
 - iii. Election to the Board shall occur as follows:
 1. The nominee receiving the majority of votes cast is elected.
 2. 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.
 3. 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.
 4. In the case of two vacancies, any candidate receiving a majority of votes cast is elected.
 - a. In the case of no majority for either vacancy, the three nominees receiving the three highest number of votes cast shall face each other in a run-off election.
 - b. In the case of no majority for one vacancy, the two nominees receiving the second and third highest number of votes cast shall face each other in a run-off election.
 - c. In the event of a tie, a second run-off election shall be held with the tied nominees. If there remains a tie after the second run-off election the winner shall be determined by a draw of lots.

6. ADDITIONAL PROCEDURES

- a. For categories where there are more candidates than vacancies, names will be listed in the order nominated.
- b. The Recruitment Committee Chair shall announce and introduce all Board Members elected at 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.

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

CALAFCO Regions





Board of Directors Nominations Form

Nomination to the CALAFCO Board of Directors

In accordance with the Nominations and Election Procedures of CALAFCO,

_____ LAFCo of the _____ Region

Nominates _____

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

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

LAFCo Chair

Date

NOTICE OF DEADLINE

Nominations must be received by **August 2, 2011** to be considered by the Recruitment Committee. Send completed nominations to:

CALAFCO Recruitment Committee
c/o Sacramento LAFCo
1112 I St., Suite 100
Sacramento, CA 95814-2836

Board of Directors Candidate Resume Form

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:

NOTICE OF DEADLINE

For information on the deadline for the submission of resumes, please contact the Board of Directors at (916) 444-1111 or visit the website at www.calafco.org.

Availability:

Other Related Activities and Comments:

NOTICE OF DEADLINE

Nominations must be received by **August 2, 2011** to be considered by the Recruitment Committee. Send completed nominations to:

CALAFCO Recruitment Committee
c/o Sacramento LAFCo
1112 I St., Suite 100
Sacramento, CA 95814-2836



**2011
Board of Directors**

Chair
SUSAN VICKLUND WILSON
Santa Clara LAFCo

Vice Chair
JERRY GLADBACH
Los Angeles LAFCo

Secretary
THEODORE NOVELLI
Amador LAFCo

Treasurer
MARY JANE GRIEGO
Yuba LAFCo

JULIE ALLEN
Tulare LAFCo

LARRY R. DUNCAN
Butte LAFCo

JON EDNEY
Imperial LAFCo

KAY HOSMER
Colusa LAFCo

JULIANA INMAN
Napa LAFCo

GAY JONES
Sacramento LAFCo

JOHN LEOPOLD
Santa Cruz LAFCo

BRAD MITZELFELT
San Bernardino LAFCo

CATHY SCHLOTTMANN
Santa Barbara LAFCo

STEPHEN SOUZA
Yolo LAFCo

JOSH SUSMAN
Nevada LAFCo

ANDY VANDERLAAN
San Diego LAFCo

Staff

WILLIAM S. CHIAT
Executive Director

SR JONES
Executive Officer

CLARK ALSOP
Legal Counsel

KATE MCKENNA
Deputy Executive Officer

JUNE SAVALA
Deputy Executive Officer

LOU ANN TEXEIRA
Deputy Executive Officer

Date: 17 May 2011

To: LAFCo Commissioners and Staff

From: Ted Novelli, Chair
CALAFCO Achievement Awards Committee

RE: 2011 CALAFCO Achievement Award Nominations

Each year, at the annual conference, CALAFCO announces awards that recognize outstanding achievements by dedicated and committed individuals to LAFCo and LAFCo principles throughout the State.

Recognizing individual and organizational achievements is an important responsibility. It provides visible recognition and support to those who go above and beyond in their work to advance the principles and goals of Cortese-Knox-Hertzberg and LAFCo. I invite you to use this opportunity to nominate the people and agencies that you feel deserve this important recognition.

To make a nomination, please use the following procedure:

1. Nominations may be made by an individual, a LAFCo, a CALAFCO Associate Member, or other organization. There is no limit to the number of nominations.
2. Please use a separate form for each nomination (attached). Nominations must be submitted with a completed nomination form. The form is your opportunity to summarize the most important points of your nomination.
3. All nomination materials must be submitted at one time and must be received by the deadline. Electronic submittals are encouraged.
4. All supporting information (e.g. reports, newspaper articles, etc.) must be submitted with the nomination. Endorsement letters from third parties are not necessary.
5. **Nominations and supporting materials must be received no later than 5:00 PM, Wednesday, 20 July 2011.** Send nominations via e-mail, fax, or U.S. mail to:

Roseanne Chamberlain
Amador LAFCo
Post Office Box 22-1292
Sacramento, CA 95822-1292
Fax (916) 454-5028
E-mail: amador.lafco@gmail.com

Please contact Roseanne with any questions at (209) 418-9377. A list of the previous Achievement Award recipients is attached to this notice.

Nomination Form

NOMINEE

Person or Agency Being Nominated:

Name

Organization

Address

Phone/E-mail

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

- | | |
|---|---|
| <input type="checkbox"/> Outstanding CALAFCO Member | <input type="checkbox"/> Project of the Year |
| <input type="checkbox"/> Distinguished Service Award | <input type="checkbox"/> Government Leadership Award |
| <input type="checkbox"/> Most Effective Commission | <input type="checkbox"/> Legislator of the Year |
| <input type="checkbox"/> Outstanding Commissioner | <input type="checkbox"/> Mike Gotch Courage and Innovation
in Local Government Award |
| <input type="checkbox"/> Outstanding LAFCo Professional | |
| <input type="checkbox"/> Outstanding LAFCo Clerk | |

NOMINATION SUBMITTED BY:

Name:

Address:

Phone:

E-mail:

ACHIEVEMENTS

Please indicate the reasons why this person or agency deserves to be recognized (Use additional sheets as needed):

CALAFCO ACHIEVEMENT AWARD CATEGORIES

CALAFCO recognizes excellence within the LAFCo community by presenting the *Achievement Awards* at the CALAFCO Annual Conference. Nominations are being accepted until 2 October 2009 in the following categories:

Outstanding CALAFCO Member

Recognizes a CALAFCO Board Member or staff person who has provided exemplary service during the past year.

Distinguished Service Award

Given to a member of the LAFCo community to recognize long-term service by an individual.

Most Effective Commission

Presented to an individual Commission to recognize innovation, streamlining, and/or initiative in implementing LAFCo programs; may also be presented to multiple Commissions for joint efforts.

Outstanding Commissioner

Presented to an individual Commissioner for extraordinary service to his or her Commission.

Outstanding LAFCo Professional

Recognizes an Executive Officer, Staff Analyst, or Legal Counsel for exemplary service during the past year.

Outstanding LAFCo Clerk

Presented to a LAFCo Clerk for service above and beyond the call of duty.

Project of the Year

Recognition for a project-specific program that involved complex staff analysis, community involvement, or an outstanding solution.

Government Leadership Award

Presented to a decision-making body at the city, county, special district, regional or state level which has furthered good government efforts in California.

Legislator of the Year

Presented to a member of the California State Senate or Assembly in recognition of leadership and valued contributions in support of LAFCo goals. Selected by CALAFCO Board.

Mike Gotch Courage and Innovation in Local Government Award

Presented to an individual who has taken extraordinary steps to improve and innovate local government. This award is named for Mike Gotch: former Assembly Member, LAFCo Executive Officer and CALAFCO Executive Director responsible for much of the foundations of LAFCo law and CALAFCO. He is remembered as a source of great inspiration for staff and legislators from throughout the state.

CALAFCO ACHIEVEMENT AWARD RECIPIENTS

2010

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

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

Legislator of the Year Award

Paul Hood, Executive Officer, San Luis Obispo LAFCo

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

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

Outstanding CALAFCO Member	Kathy Long, Board Chair, Ventura LAFCo
Distinguished Service Award	William D. Smith, San Diego Legal Counsel
Most Effective Commission	Santa Clara LAFCo
Outstanding Commissioner	Gayle Uilkema, Contra Costa LAFCo
Outstanding LAFCo Professional	Joyce Crosthwaite, Orange LAFCo Executive Officer
Outstanding LAFCo Clerk	Debby Chamberlin, San Bernardino LAFCo
Project of the Year	San Bernardino LAFCo and City of Fontana Islands Annexation Program
Government Leadership Award	City of Fontana Islands Annexation Program
Lifetime Achievement	John T. "Jack" Knox

2006

Outstanding CALAFCO Member	Everett Millais, CALAFCO Executive Officer and Executive Officer of Ventura LAFCo
Distinguished Service Award	Clark Alsop, CALAFCO Legal Counsel
Most Effective Commission Award	Alameda LAFCo
Outstanding Commissioner Award	Ted Grandsen, Ventura LAFCo Chris Tooker, Sacramento LAFCo
Outstanding LAFCo Professional Award	Larry Calemine, Los Angeles LAFCo Executive Officer
Outstanding LAFCo Clerk Award	Janice Bryson, San Diego LAFCo Marilyn Flemmer, Sacramento LAFCo
Project of the Year Award	Sacramento Municipal Utility District Sphere of Influence Amendment and Annexation; Sacramento LAFCo
Outstanding Government Leadership Award	Cities of Porterville, Tulare, and Visalia and Tulare LAFCo Island Annexation Program
Legislator of the Year Award	Senator Christine Kehoe

2005

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

2004

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

2003

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

2002

Outstanding CALAFCO Member	Ken Lee, CALAFCo Legislative Committee Chair
Most Effective Commission Award	San Diego LAFCo
Outstanding Commissioner Award	Ed Snively, Imperial LAFCo
Outstanding LAFCo Professional Award	Paul Hood, San Luis Obispo LAFCo
Outstanding LAFCo Clerk Award	Danielle Ball, Orange LAFCo
Project of the Year Award	San Luis Obispo LAFCo
Outstanding Government Leadership Award	Napa LAFCo, 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

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

2000

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

1999

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

1998

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

1997

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