

SAN MATEO



LOCAL AGENCY FORMATION COMMISSION

455 COUNTY CENTER, 2ND FLOOR • REDWOOD CITY, CA 94063-1663 • PHONE (650) 363-4224 • FAX (650) 363-4849

Please forward to Board President

August 14, 2017

To: Presiding Officers/Board Presidents
Independent Special Districts, San Mateo County

Subject: Call for Nominations: Special District Selection Committee Mail Ballot to Elect Alternate
Special District Member on San Mateo LAFCo Pursuant to Section 56332

As you know, the San Mateo Local Agency Formation Commission (LAFCo) is comprised of two county supervisor members appointed by the Board of Supervisors, two city council members appointed by the City Selection Committee (also known as the Council of Mayors), two special district members selected by the Special Districts Selection Committee (comprised of the presiding officers of the independent special districts), and one public member appointed by the six members of the Commission. An alternate for each type of membership is also selected in the same manner as regular members.

The purpose of this letter is to open the 30-day nominations period and call for nominations by the Special District Selection Committee members for candidates to fill the independent special district alternate term that was recently vacated by Ric Lohman, which will expire in May 2020. Government Code Section 56332 directs that the LAFCo Executive Officer shall call a meeting or provide for mail ballot to fill a vacancy of the special district term. In this case, it has been determined that the election of the alternate special district member for the upcoming term ending **May 2020** shall be held by mail ballot.

Pursuant to Section 56332, the nomination period is hereby opened. Nominations must be received by LAFCo by September 8, 2017 and must be submitted with the signature of the board President or Chair of the independent special district included on the attached roster. If the board Chair or President is not able to submit a nomination, the board of that district may appoint an alternate board member to serve on the Special District Selection Committee and make a nomination. In summary, nominations may only be submitted by signature of the Chair serving as a member of the Special District Selection Committee (or board-appointed alternate board member) and must be received by LAFCo by 5:00 pm, Friday, September 15, 2017.

Once the nomination period is closed, the LAFCo Executive Officer will distribute a notice and mail ballots, requesting return of the ballot within 21 days from the date of the notice. Section 56332(c)(2) provides for distribution of mail ballots by certified mail or by electronic mail with the consent of the District. For both expediency and cost savings, it is requested that districts will consent to distribution of the ballots by electronic mail. To this end, it is requested that your District return the attached

COMMISSIONERS: DON HORSLEY, CHAIR, County • MIKE O'NEILL, VICE CHAIR, City • JOSHUA COSGROVE, Special District • ANN DRAPER, Public
RICH GARBARINO, City • JOE SHERIDAN, Special District • WARREN SLOCUM, County

ALTERNATES: VACANT, Special District • HARVEY RARBACK, City • SEPI RICHARDSON, Public • DAVE PINE, County

STAFF: MARTHA POYATOS, EXECUTIVE OFFICER • REBECCA ARCHER, LEGAL COUNSEL • JEAN BROOK, COMMISSION CLERK

August 14, 2017

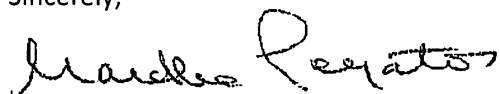
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"Authorization to Transmit Special District Selection Committee Ballot by Electronic Mail" and provide LAFCo with the desired email address for distribution of the ballot.

Please also note that while your district may participate in the local chapter of the California Special Districts Association (CSDA), the LAFCo Special District Selection Committee and CSDA are not affiliated. While you may receive correspondence from the CSDA local chapter, all nominations for the LAFCo special district alternate member must (1) be submitted by a member of the Special District Selection Committee, (2) be directed to the LAFCo office via email, fax, or mail, and (3) must be received by 5:00 pm, Friday, September 15, 2017.

The attached roster lists the 21 independent special districts that are eligible to vote for San Mateo LAFCo special district members. Please note that Midpeninsula Regional Open Space District votes for Santa Clara LAFCo special district members because the majority of that district's assessed value is located in Santa Clara County. For more information about independent special districts in San Mateo County, please go to <https://lafco.smcgov.org/special-districts-san-mateo-county>. If you have questions concerning this process, please contact me directly.

Sincerely,



Martha Poyatos
Executive Officer

cc: Independent Special Districts in San Mateo County
LAFCo Commissioners

Attachments: Authorization to transmit ballot electronically
Roster of independent special districts
LAFCo Fact Sheet

**Authorization to Transmit Special District Selection Committee Ballot
by Electronic Mail**

Pursuant to Section 56332(c)(2)

The _____ District hereby authorizes San Mateo LAFCo
(Name of district)

to send the Special District Selection Committee Ballot by electronic mail (email) to:

(Name of Board President or Board-authorized
Voting Delegate)

(Email address)

for the purpose of voting for Alternate Special District term ending May 2020.

Submitted by: _____
(Printed name of District President or District Manager/Chief)

Signature: _____

Date: _____

Please return no later than **5:00 pm, Friday, September 8, 2017** by mail, fax, or electronic mail to:

<p>Martha Poyatos, Executive Officer San Mateo LAFCo 455 County Center, 2nd Floor Redwood City, CA 94063</p> <p>650/363-4224 – phone 650/363-4849 – fax</p> <p>Email: mpoyatos@smcgov.org</p>

21 Independent Special Districts as of August 2017 for Purposes of Voting for SDSC

1. Bayshore Sanitary District
2. Broadmoor Police Protection District
3. Coastside County Water District
4. Coastside Fire Protection District
5. Colma Fire Protection District
6. East Palo Alto Sanitary District
7. Granada Community Services District
8. Highlands Recreation District
9. Ladera Recreation District
10. Menlo Park Fire Protection District
11. Mid-Peninsula Water District
12. Montara Water and Sanitary District
13. North Coast County Water District
14. Peninsula Health Care District
15. San Mateo County Harbor District
16. San Mateo County Mosquito and Vector Control District
17. San Mateo County Resource Conservation District
18. Sequoia Healthcare District
19. West Bay Sanitary District
20. Westborough Water District
21. Woodside Fire Protection District



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Martha Poyatos, Executive Officer
 MPoyatos@smcgov.org
 www.sanmateolafco.org

Purpose of LAFCo

Created by the California legislature in 1963, LAFCo is a State-mandated, independent commission with countywide jurisdiction over changes in organization and boundaries of cities and special districts including annexations, detachments, incorporations, and formations. As required by State law, LAFCo adopts a net operating budget, which is apportioned in thirds to the County of San Mateo, the 20 cities in the County, and 21 of the 22 independent special districts; the majority of the Midpeninsula Regional Open Space District territory is located in Santa Clara County and the District is under the funding mandate for Santa Clara LAFCo.

The Commission has responsibility in the following areas affecting local government in the County:

1. To discourage urban sprawl and encourage the orderly growth and development of local government agencies;
2. To prevent premature conversion of agricultural and open space lands;
3. To review, approve, or disapprove proposals for changes in the boundaries and organization of the 20 cities, 22 independent special districts, and 33 active County-governed special districts, plus incorporations of cities and formations of special districts;
4. To conduct municipal service reviews and establish and periodically update spheres of influence – future boundary, organization, and service plans – for the County, cities, and special districts; and
5. To perform and assist in studies of local government agencies with the goal of improving efficiency and reducing costs of providing urban services.

Commission Roster

The Commission is made up of two members of the County Board of Supervisors, two members of city councils from cities in the County, two board members of independent special districts in the County, a public member, and four alternate members (County, city, special district, and public). The Commission contracts with the County of San Mateo for staff, facilities, and legal counsel. The Executive Officer serves in the administrative capacity, which includes staff review of each proposal, sphere of influence studies, and assistance to local agencies and the public.

Commissioner	Member Type	Term Expires
Don Horsley, Chair	County	May 2020
Mike O'Neill, Vice Chair	City	May 2018
Joshua Cosgrove	Special District	May 2018
Ann Draper	Public	May 2018
Rich Garbarino	City	May 2021
Joe Sheridan	Special District	May 2020
Warren Slocum	County	May 2020
(Vacant)	Alternate Special District	May 2020
Harvey Rarback	Alternate City	May 2019
Sepi Richardson	Alternate Public	May 2018
Dave Pine	Alternate County	May 2020

Commission Meetings

1. LAFCo meetings are held on the third Wednesday of odd-numbered months (January, March, May, July, September, November) at 2:30 pm in the Board of Supervisors' Chambers at the Hall of Justice, 400 County Center, Redwood City. Extra meetings may be held as needed.
2. If an agenda item is of interest to you, the Chair will call for comments from the audience when the item is ready for discussion. Please complete a speaker slip available on the table in the foyer and give it to the Commission Clerk to assist the Chair in organizing the progress of the hearing.
3. When addressing the Commission, please proceed to the microphone and state your name, the organization you are representing, or your city of residence for the Clerk.