

**MEMORANDUM  
LOCAL AGENCY FORMATION COMMISSION**

**TO:** Local Agency Formation Commission

**FROM:** Stephen Lucas, Executive Officer

**SUBJECT:** **Agenda Item 4.5 - Request from CALAFCO to allow Butte Executive Officer to serve as the CALAFCO Executive Officer**

**DATE:** May 27, 2015 for the meeting of June 4, 2015

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Summary

The California Association of Local Agency Formation Commissions (CALAFCO) in their letter of May 26, 2015 (Attachment 1) is requesting the Commission to allow the Butte LAFCo Executive Officer to serve as the CALAFCO Executive Officer for a two year term beginning July 31, 2015.

As the letter indicates, the Butte LAFCo has a history of actively participating in CALAFCO. This is a benefit to both organizations as CALAFCO relies on voluntary staff support from its members and Butte LAFCo remains actively engaged in LAFCo matters at the state level. This active engagement allows the Commission to influence the outcome of many issues ranging from legislative proposals to establishing state Association goals to fostering personal relationships with other LAFCo members around the state.

CALAFCO will provide Butte LAFCo a \$3,000 annual stipend to reimburse Butte LAFCo for any direct travel and logistical support which is generally adequate for these expenses. The time commitment for this appointment does not differ greatly from the Executive Officer's current and past contributions of approximately 100 to 200 hours a year depending on the issues in play.

**ACTION REQUESTED:** Consider request and provide direction to staff to respond.



May 26, 2015

Mr. Carl Leverenz, Chair  
Butte Local Agency Formation Commission  
1453 Downer Street, Suite C  
Oroville, CA 95965

Dear Chair Leverenz:

On behalf of the California Association of Local Agency Formation Commissions (CALAFCO), we extend our sincere thanks to Butte LAFCo for its support and participation in CALAFCO.

Larry Duncan, Butte LAFCo Commissioner, currently serves on the CALAFCO Board and is a member of the 2015 Awards Committee.

Butte LAFCo has also graciously allowed its Executive Officer, Stephen Lucas, to serve as CALAFCO Deputy Executive Officer and member of the Legislative Committee. In his CALAFCO role, Steve has served as lead staff on the 2013 and 2014 staff workshop program committee, has served as Legislative Committee Vice Chair for the past two years, testified several times in the State Legislature on behalf of CALAFCO and attended numerous meetings with the Governor's staff on LAFCo-related matters, served as lead on the 2012 CALAFCO biennial survey, participated in the 2012 recruitment for the new CALAFCO Executive Director, and worked on a CALAFCO white paper (*LAFCO, General Plans and City Annexations*) in conjunction with the Governor's Office of Planning and Research. He has also participated in various sessions at the annual staff workshops and conferences. Steve has consistently gone the extra mile to support CALAFCO and is an integral part of the staff team.

Steve has been an extraordinary asset to CALAFCO, so much so, that we would be honored and extremely grateful if Steve would serve as a CALAFCO Executive Officer for the next two years, and respectfully request your consideration.

CALAFCO relies primarily on its volunteer Board members and staff to carry out its business, and couldn't exist without the support of its members and individuals like Larry and Steve.

The CALAFCO Executive Director and current Executive Officer will inform the CALAFCO Board of this staff appointment at the Board meeting on July 31, 2015. We would appreciate receiving a response from Butte LAFCo by June 30. Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink that reads "Pamela Miller".

Pamela Miller  
Executive Director, CALAFCO

A handwritten signature in blue ink that reads "Marjorie Blom".

Marjorie Blom  
Executive Officer, CALAFCO