

# LAFCO

**Local Agency  
Formation Commission**  
*for San Bernardino County*

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Established by the State of California  
to serve the Citizens, Cities, Special Districts  
and the County of San Bernardino

**COMMISSIONERS**

JIM BAGLEY  
Public Member

KIMBERLY COX, Vice Chair  
Special District

JAMES V. CURATALO, Chair  
Special District

ROBERT A. LOVINGOOD  
Board of Supervisors

LARRY McCALLON  
City Member

JAMES RAMOS  
Board of Supervisors

DIANE WILLIAMS  
City Member

**ALTERNATES**

DAWN ROWE  
City Member

JANICE RUTHERFORD  
Board of Supervisors

SUNIL SETHI  
Public Member

ROBERT W. SMITH  
Special District

**STAFF**

KATHLEEN ROLLINGS-McDONALD  
Executive Officer

SAMUEL MARTINEZ  
Assistant Executive Officer

MICHAEL TUERPE  
Project Manager

REBECCA LOWERY  
Clerk to the Commission

**LEGAL COUNSEL**

CLARK H. ALSOP

January 6, 2014

**TO:** Presidents of the Boards of Directors of the  
Independent Special Districts in San Bernardino County

**SUBJECT:** Special Districts Selection Committee

This letter will officially open the nomination period for the position of Regular Special District member and Alternate Special District member on the Local Agency Formation Commission (LAFCO). The regular voting member position is currently held by James V. Curatalo and the alternate member position is currently held by Robert Smith. Their terms of office are scheduled to expire May 19, 2014. The nomination period for this position will be 30 days, opening on Monday, February 3, 2014, and ending at the close of business at 5:00 p.m. on Tuesday, March 4, 2014.

Nominations for the position will need to be submitted by District Board vote. The signed original nomination form, with the name of each voting Board Member outlined, must be received in the LAFCO office by 5:00 p.m. on **March 4, 2014**. If a faxed copy of the nomination form is provided by the March 4 deadline, the original signed copy must be received by 5:00 p.m. on **March 10, 2014**, or the nomination will be declared invalid.

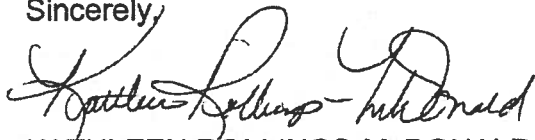
Enclosed with this letter is a sample nomination form for each position outlining the date of the action and District Board vote. Nominations submitted without a date or Board action will be returned to the District and will need to be re-submitted within the nomination period in order to be considered valid. If only a single candidate is nominated for each position, pursuant to the provisions of Government Code Section 56332(c)(1), that candidate shall be deemed selected with no further vote required.

At the end of the nomination period, LAFCO staff will prepare and send, by certified mail, to each independent special district a ballot with the candidates nominated and the voting instructions.

A long-standing policy of the Selection Committee is to encourage balanced geographic representation with valley, desert and mountain districts seated on the Commission as voting or alternate members. The positions under nomination are now represented by the valley and north desert areas and represent a county water district and community services district. A copy of the Policy Statement is attached for your information.

Please let me know if you have any questions concerning the nomination process. You may contact me at the address listed above, by email at [kmcdonald@lafco.sbcounty.gov](mailto:kmcdonald@lafco.sbcounty.gov), or by phone at (909) 383-9900.

Sincerely,



KATHLEEN ROLLINGS-McDONALD  
Executive Officer

KRM/MT

Enclosures:

- 1) Regular Member Nomination Form
- 2) Alternate Member Nomination Form
- 3) Policy Statement

**NOMINATION FOR  
REGULAR SPECIAL DISTRICT MEMBER  
OF THE  
LOCAL AGENCY FORMATION COMMISSION**

The \_\_\_\_\_  
(Name of District)

hereby nominates the following person for the position on the Local Agency  
Formation Commission

\_\_\_\_\_ REGULAR SPECIAL DISTRICT MEMBER  
(Name of Nominee)

I, \_\_\_\_\_, do hereby certify that at its regularly  
(Name of President or Designee of District)  
scheduled meeting of \_\_\_\_\_, the Board of Directors voted to  
nominate the above-identified candidate for the Regular Special District Member  
of the Local Agency Formation Commission for San Bernardino County, by the  
following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
District President/Authorized Board Member

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

Attached – Letter of Interest or Resume of Nominee

**NOMINATION FOR  
ALTERNATE SPECIAL DISTRICT MEMBER  
OF THE  
LOCAL AGENCY FORMATION COMMISSION**

The \_\_\_\_\_  
(Name of District)

hereby nominates the following person for the position on the Local Agency  
Formation Commission

\_\_\_\_\_ ALTERNATE SPECIAL DISTRICT MEMBER  
(Name of Nominee)

I, \_\_\_\_\_, do hereby certify that at its regularly  
(Name of President or Designee of District)  
scheduled meeting of \_\_\_\_\_, the Board of Directors voted to  
nominate the above-identified candidate for the Alternate Special District Member  
of the Local Agency Formation Commission of San Bernardino County, by the  
following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
District President/Authorized Board Member

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

Attached – Letter of Interest or Resume of Nominee

## **SPECIAL DISTRICTS**

### **POLICY STATEMENT ADOPTED BY INDEPENDENT SPECIAL DISTRICTS AND SAN BERNARDINO LAFCO REGARDING INDEPENDENT SPECIAL DISTRICT REPRESENTATION:**

1. **SPECIAL DISTRICT REPRESENTATION.** *(Amended April 17, 2002)*

Pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, independent special districts shall have two representatives plus one alternate on LAFCO.

2. **METHOD OF SELECTION.** *(Amended April 17, 2002)*

An Independent Special Districts Selection Committee shall be composed of the presiding officers of the legislative body of each independent special district located wholly within the County of San Bernardino and those containing territory within said County representing 50% or more of the assessed value of taxable property of each district. The Selection Committee shall appoint all independent special district representatives and alternate. Each member of the Selection Committee shall be entitled to one vote for each independent special district for which they are presiding officer. The meetings of the Selection Committee shall be in accordance with the provisions of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, Government Code Section 56000 et seq.

3. **TERM OF OFFICE.** *(Amended April 17, 2002)*

Other than the initial special districts representatives, the terms of office shall be for four years and until the appointment and qualification of a successor. Every officer whose term has expired shall continue to discharge his/her duties until his/her successor has qualified.

4. **SPECIAL DISTRICT REPRESENTATIVES.** *(Amended April 17, 2002)*

It shall be the policy of San Bernardino LAFCO that special district representatives and alternate should represent districts located in the San Bernardino Valley area, the desert area, and the mountain area. Inasmuch as possible, they should not represent agencies that provide like service, (i.e., they should represent fire protection service, water service, sewer service, cemetery service, etc.). They shall be chosen as provided by the provisions within Government Code Section 56000 et seq.