



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

March 12, 2018

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 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. Terms are four years ending on the first Monday in May and members serve until reappointed or their successor is appointed.

The purpose of this letter is to open the nomination period for the Independent Special District Selection Committee (SDSC) members for candidates to fill the independent special district regular term that will expire in **May 2022**. This position with a term ending May 2018 is currently held by Joshua Cosgrove of North Coast County Water District. Government Code Section 56332 directs that the LAFCo Executive Officer shall call a meeting or provide for mail ballot to appoint independent special district members to LAFCo to fill vacancies or expiring terms. In this case, it has been determined that the election of a regular special district member for the upcoming four-year term ending **May 2022** shall be held by mail ballot. LAFCo will accept written nominations on your district's letterhead signed by your board president or board-appointed alternate. (No board action is necessary unless your board president is not able to participate.) In summary, nominations may only be submitted in writing and with the signature of the Special District President/Chair (or Board-appointed alternate board member) and must be received by LAFCo by 5:00 p.m. June 12, 2018.

Once the nomination period is closed, the LAFCo Executive Officer will distribute a notice and mail ballots, requesting return of the ballot no later than 21 days from the date of the notice. Section 56332(c)(2) provides for distribution of mail ballots by certified mail or by electronic

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

ALTERNATES: KATI MARTIN, Special District ▪ HARVEY RARBACK, City ▪ SEPI RICHARDSON, Public ▪ DAVE PINE, County

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

Special District Selection Committee Mail Ballot Authorization
March 12, 2018

mail with the consent of the district. For both expediency and cost savings it is hoped that districts will consent to distribution of the ballots by electronic mail. To this end, it is requested that your District return the attached "Authorization to transmit the LAFCo Special District Member Ballot by Electronic Mail" and provide LAFCo with the desired email address for distribution of the ballot.

In summary, nominations are now open for the independent special district member term that will expire in May 2018 and we need your district's authorization to transmit an election ballot via email.

Board presidents or board-appointed alternates are requested to complete the following two steps:

1. Submit written nominations on your district's letterhead with your signature or that of a board-appointed alternate.
2. Complete and submit the "Authorization to transmit the LAFCo Special District Member Mail Ballot by Electronic Mail."

You must return your authorization form and all nominations to LAFCo no later than 5:00 pm, June 12, 2018.

If you have questions concerning this process, please contact me directly.

Sincerely,



Martha Poyatos
Executive Officer

Attachment: Authorization Form

Distribution: Independent Special Districts in San Mateo County

**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 2022.**

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

Signature: _____

Date: _____

Please return no later than **5:00 pm, Tuesday, June 12, 2018** 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>
