




# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 2, 2026**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: Review and Possible Action Concerning Open Position for Local Agency Formation Commission Regular Special District Member.**

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The San Mateo County Local Agency Formation Commission(LAFCo) is calling for nominations for the open position of the Regular Special District Member for the upcoming four-year term ending May 2030.

Director Kathryn Slater-Carter is the District's LAFCo representative and currently serving as Alternate to the open position, has extensive experience serving on local San Mateo boards, like LAFCo, CSDA, SMC Harbor District, and others. Director Slater-Carter indicated willingness to serve on the LAFCo Board as Regular Special District Member.

As every year, LAFCo also asks for authorization of the electronic ballot process. The authorization will be provided by MWSD Board President or General Manager.

## RECOMMENDATION:

Adopt Resolution No. \_\_\_\_, Resolution of the Montara Water and Sanitary District Authorizing the Nomination of Kathryn Slater-Carter as Special District Representative to the San Mateo County LAFCo.

Attachment

## RESOLUTION NO.

### **RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT AUTHORIZING THE NOMINATION OF KATHRYN SLATER-CARTER AS SPECIAL DISTRICT REPRESENTATIVE TO THE SAN MATEO COUNTY LAFCO**

WHEREAS, the San Mateo County Local Agency Commission (LAFCo) is soliciting nominations for the open seat representing Independent Special Districts; and

WHEREAS, any nominations of this District may be appointed through Board action confirmed in writing; and

WHEREAS, District Board Member and Director Kathryn Slater-Carter has been serving as the District Representative for LAFCo and is currently serving as Alternate for the open LAFCo position; and

WHEREAS, Director Kathryn Slater-Carter is interested in continuing to serve on the San Mateo County LAFCo as Independent Special District Regular Member and possesses all the skills and background necessary to perform in an exemplary manner;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE MONTARA WATER AND SANITARY DISTRICT, A PUBLIC AGENCY IN THE COUNTY OF SAN MATEO, CALIFORNIA, AS FOLLOWS:

1. Director Kathryn Slater-Carter is hereby nominated by this Board to serve on the San Mateo County LAFCo for a term which expires in May .
2. A copy of this resolution shall be presented to LAFCo as a record of the Board's nomination.

\_\_\_\_\_  
President, Montara Water and Sanitary District

COUNTERSIGNED:

\_\_\_\_\_  
Secretary, Montara Water and Sanitary District

\* \* \* \* \*

I HEREBY CERTIFY that the foregoing Resolution No.      was duly and regularly adopted and passed by the Board of the Montara Water and Sanitary District, San Mateo County, California, at a meeting thereof held on the 2<sup>nd</sup> day of April 2026, by the following vote:

AYES, Directors:

NOES, Directors:

**RESOLUTION NO.**

**RESOLUTION OF THE MONTARA WATER AND  
SANITARY DISTRICT AUTHORIZING THE NOMINATION OF  
KATHRYN SLATER-CARTER AS SPECIAL DISTRICT  
REPRESENTATIVE TO THE SAN MATEO COUNTY LAFCO**

ABSENT, Directors: None

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Secretary, Montara Water and Sanitary District



# 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 25, 2026**

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

**Subject:** Call for Nominations: Special District Selection Committee Mail Ballot to Elect Regular Special District Members on San Mateo LAFCo Pursuant to Government Code Section 56332

As you know, San Mateo 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. Terms are four years ending on the first Monday in May and members serve until reappointed or their successor is appointed. 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.

The purpose of this letter is to open the nomination period for the Independent Special District Selection Committee (SDSC) to fill the independent special district **Regular Member position expiring in May 2030**. This regular member position is currently held by Kati Martin from the San Mateo County Mosquito and Vector Control District, and her current term ends in May 2026.

In this case, it has been determined that the nomination and election of the regular and special district members shall be held by mail. For the nomination period, LAFCo will accept written nominations on your district's letterhead signed by your board president or board-appointed alternate for the regular member position. No board action is necessary unless your board president is not able to participate.

Nominations for the regular member may only be submitted in writing via mail, fax or e-mail 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. April 27, 2026**.

Once the nomination period is closed, the LAFCo Executive Officer will distribute a notice and

**COMMISSIONERS:** VIRGINIA CHANG KIRALY, CHAIR, SPECIAL DISTRICT ▪ ANN DRAPER, VICE CHAIR, PUBLIC ▪ KATI MARTIN, SPECIAL DISTRICT  
▪ DAVID J CANEPA, COUNTY ▪ DEBBIE RUDDOCK, CITY ▪ STEPHEN RAINALDI, CITY ▪ JACKIE SPEIER, COUNTY ▪

**ALTERNATES:** NOELIA CORZO, COUNTY ▪ KATHRYN SLATER-CARTER, SPECIAL DISTRICT ▪ GREG WRIGHT, CITY ▪ COLLEEN YOU, PUBLIC

**STAFF:** ROB BARTOLI, EXECUTIVE OFFICER ▪ SARAH FLAMM, MANAGEMENT ANALYST ▪ TIM FOX, LEGAL COUNSEL ▪  
DIANE ESTIPONA, CLERK

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 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 Regular Member position with term ending May 2030, 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 for the regular LAFCo member 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 5:00pm, Monday, April 27, 2026.**

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

Sincerely,



Rob Bartoli  
Executive Officer

Attachment: Authorization Form  
Special Districts in San Mateo County Roster  
San Mateo LAFCo Fact Sheet

Distribution: Presiding Officers of Independent Special Districts in San Mateo County



# LOCAL AGENCY FORMATION COMMISSION

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Rob Bartoli, Executive Officer  
 rbartoli@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, 21 independent special districts, and 33 active County and City 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
Virginia Chang Kiraly, Chair	Special District	May 2028
Ann Draper, Vice Chair	Public	May 2026
Debbie Ruddock	City	May 2025
David Canepa	County	May 2026
Kati Martin	Special District	May 2026
Jackie Speier	County	May 2028
Stephen Rainaldi	City	May 2026
Kathryn Slater-Carter	Alternate Special District	May 2028
Greg Wright	Alternate City	May 2027
Colleen You	Alternate Public	May 2026
Noelia Corzo	Alternate County	May 2028

## 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, 500 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.

**Authorization to Transmit Special District Selection Committee Ballot  
by Electronic Mail  
[Pursuant to Section 56332 (C) (2)]**

The \_\_\_\_\_ District hereby authorizes LAFCo  
(name of district)

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

\_\_\_\_\_  
(Name of board president or board authorized voting delegate **and e-mail address**)

for the purpose of voting for regular special district term ending May 2030.

Submitted by: \_\_\_\_\_  
Printed Name of District President or District Manager/Chief

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Please return by Monday, April 27, 2026 by mail, fax or electronic mail to:

Rob Bartoli, Executive Officer  
San Mateo LAFCo  
455 County Center  
Redwood City, CA 94063  
650/363-4224 – phone  
650/363-4849 – fax

Electronic mail: **[rbartoli@smcgov.org](mailto:rbartoli@smcgov.org)**

Independent Special Districts in San Mateo County as of  
For Purposes of voting for Special District Members on LAFCo

3/25/26

Bayshore Sanitary District  
Broadmoor Police Protection District  
Coastside County Water District  
Coastside Fire Protection District  
Colma Fire Protection District  
Granada Community Services District  
Highlands Recreation District  
Ladera Recreation District  
Menlo Park Fire Protection District  
MidPeninsula County Water District  
Montara Water and Sanitary District  
North Coast County Water District  
Peninsula Health Care District  
San Mateo County Harbor District  
San Mateo County Mosquito Abatement District  
San Mateo County Resource Conservation District  
Sequoia Health Care District  
West Bay Sanitary District  
Westborough County Water District  
Woodside Fire Protection District

Note: Midpeninsula Regional Open Space District is not included because the majority of the District's territory is located in Santa Clara County.