

LOCAL AGENCY FORMATION COMMISSION FOR SAN BERNARDINO COUNTY

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DATE: MAY 10, 2016
FROM: KATHLEEN ROLLINGS-McDONALD, Executive Officer
TO: LOCAL AGENCY FORMATION COMMISSION



SUBJECT: AGENDA ITEM #4 – INTERVIEW AND SELECT ALTERNATE PUBLIC MEMBER

Pursuant to Commission policy, the staff originally provided a thirty-day period from February 16 to March 16, 2016 for interested persons to submit an application for the position of Alternate Public Member of the Commission. During that period, staff received questions on the submission of qualified persons for the position. Based upon the potential confusion on filing requirements, staff requested, and the Commission granted, an extension of the filing period at its March 16, 2016 hearing. The period closed April 25, 2016.

Copies of the letters of application are included as attachments to this report and have been received from:

- Charlie Johnson, resident of Phelan;
- Devin M. Finley, resident of Rialto; and,
- Thurston E. "Smitty" Smith, resident of Apple Valley

Staff has advised the candidates that each will be asked to provide a brief oral presentation outlining their qualifications and reasons for their interest in this position. The Commission may then make an appointment, with the successful candidate sworn-in at the hearing or may defer action to the next hearing. The term of office for this position expires on the first Monday in May, 2020.

The Commission process for selection of the successful candidate requires that the candidate must receive four votes and that neither the Public Member nor Alternate Public Member may vote. Further, state law requires that the successful candidate must receive at least one affirmative vote from each of the three other membership categories on the Commission – county, city and special district.

Staff will be happy to answer any questions at the hearing.

KRM/

Attachments:

Charlie Johnson

11433 Buttemere Road, Phelan, CA 92371 | (760) 868-2080 | Charlie@CNJohnson.com

February 17, 2016

Kathleen Rollings-McDonald
Executive Officer
Local Agency Formation Commission
For San Bernardino County
215 North D Street, Suite 204
San Bernardino, CA 92415-0490

RECEIVED
FEB 17 2016

LAFCO
San Bernardino County

Dear Ms. Rollings-McDonald:

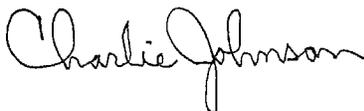
Kathy, I am writing this letter of application for the position of Alternate Public Member.

As you are aware, I have been very active in the local government agencies in the community of Phelan. I have served on many boards and councils in the community of Phelan, including the Community Advisory Panel, the Municipal Advisory Council, the Chamber of Commerce, the Tri-Community Kiwanis Club, and the Phelan Piñon Hills Community Services District.

I have worked with LAFCO on several occasions and am very familiar with the LAFCO Mission and Vision. I believe that the best government is local government that is sensitive to the needs and growth concerns of the community, and that delivers efficient and effective public services. To that end, I have chaired three committees to form or alter local governance: 1) the Phelan Piñon Hills Incorporation Committee (1994); 2) the Phelan MAC successful effort to change the boundaries of County Service Area 9 (1998); and 3) the Phelan Piñon Hills Community Services District Formation Committee (2005-08), which was established in March 2008.

I have enclosed a brief resume for the consideration of the Commission. I look forward to any questions that you may have, and to discussing my experience with the Commission.

Sincerely,



Charlie Johnson

Charles N. Johnson

(760) 868-2080 (760) 269-3150 FAX
11433 Buttemere Road Phelan, California 92371

Summary

Mr. Johnson is a general, financial, and project professional with over twenty years' experience in systems design, implementation, and management. His experience in private business, and over five years as a leader for a Community Services District team, combined with nine years as a professor is unique. He is a team leader who has proven to be a creative problem solver and team builder with excellent oral and written communication skills.

General / Financial Management

- Worked closely with consultant on the PPHCSD Water Rate Study and Proposition 218 process as Finance Committee Chair and Board President
- Established the District's fiscal and reserve policies maintaining a sound financial position
- Developed the District Investment Policy with our finance team
- Worked with internal / external audit teams to ensure operational and reporting compliance
- Established and managed a full accounting system (general ledger, payroll, accounts payable and receivable, and cash receipts)
- Directed and managed a large finance staff with a \$5 million budget and responsibility for general accounting and accounts receivable factoring general ledgers
- Managed a major (>\$1 million) implementation project team and an infrastructure outsource team for the Commonwealth of Virginia
- Investment management utilizing concentration accounts, zero-balance accounts, electronic wires, and depository transfers to invest surplus funds of \$10 million both short (overnight) and long-term in commercial paper and repurchase agreements
- Represented the District before the San Bernardino Board of Supervisors and Local Agency Formation Commission

Systems Management

- Managed Information Technology staff and hardware / software systems
- Project manager for financial management system evaluation, selection, and implementation
- Directed the implementation of the IT financial management and billing systems
- Managed a team which developed automated product costing and transfer billing systems
- Developed custom financial and management reports utilizing the general ledger reporting system

Training and Development

- Adjunct Professor – University of Texas, Dallas. Teaching Procurement, Financing, & Budgeting for INFOTEC in Mexico City
- University Adjunct Professor and Visiting Assistant Professor, lead faculty in finance for BS and MBA programs – University of Redlands, CA. Taught Managerial Accounting and Managerial Finances courses (nine years).
- Promote staff development through in-house programs, and sponsoring external training
- Conduct financial seminars on Information Technology and financial principles and practices. Seminar presenter for over twenty years for IT Financial Management Association

Charles N. Johnson
(760) 868-2080 (760) 269-3150 FAX

Professional Experience

Director & Finance Committee Chair (five years) Board President (two years)	Phelan Piñon Hills Community Services District (PPHCSD) This is a new District (2008) with many active Board Committees involved in creating District procedures.	Phelan, CA
CNJohnson & Associates A Financial & Systems Consulting Firm	AIG Life & Retirement Experian First Interstate Bank Virginia Information Technologies Agency Commerce Bancshares MassMutual Insurance Gedas North America Union Pacific Railroad	Houston, TX Costa Mesa, CA Billings, MT Richmond, VA Kansas City, MO Springfield, MA Puebla, Mexico St. Louis, MO
Adjunct Faculty for INFOTEC Visiting Assistant Professor Lead Faculty - Finance	University of Texas-Dallas University of Redlands BS, MS, & MBA Programs	Mexico City, MX Redlands, CA
Vice President / Controller	Security Pacific Automation Co.	Los Angeles, CA

Education

Master of Business Administration, California Lutheran University
Bachelor of Science, Business Management, San Diego State University

Professional / Activities

Phelan Piñon Hills Community Services District Director & Board President
Special District Leadership Academy Certificate – California Special District Association

University of Redlands, Excellence in Teaching Award, Professor in Finance
University of Texas, Dallas (INFOTEC, Mexico City), Professor in Finance
IT Financial Management Association, recognized for twenty-five years as a speaker

St. Junipero Serra Parish Finance Council
Diocese of San Bernardino Finance Council, Vice Chair
Caritas Telecommunications, Board of Directors
Phelan Piñon Hills Community Improvement Association (Nonprofit), President
Tri-Community Kiwanis Club, Past President, Treasurer, Kiwanian of the Year
Phelan Chamber of Commerce, President, Treasurer, & Outstanding Citizen Award
Piñon Hills Chamber of Commerce, Director
American Youth Soccer Association (37 years of service), Area Director, National Referee,
National Coach, Coach, Referee, and Management Instructor

Charles N. Johnson
(760) 868-2080 (760) 269-3150 FAX

Community Activities

Tri-Community Kiwanis Club

- Charter member when formed in 1993
- President for three terms, 1994, 2006, & 2011
- Treasurer, 1993
- Board Member (many terms)
- Kiwanian of the Year, 1995-96
- Co-founder of the Phelan 4th of July Concert & Fireworks Show

Phelan Chamber of Commerce

- President 2016, Director many years
- Outstanding Citizen Award, 1994
- Phelan Phun Day Parade Grand Marshal

Piñon Hills Chamber of Commerce

- Director

Phelan Citizens' Advisory Panel (CAP)

- Appointed by Supervisor Marcia Turoci
- Chair (many terms)
- Prevented housing development for 90+ homes on 100 acres at NE corner of Phelan and Johnson Roads

Phelan Piñon Hills Incorporation Feasibility Committee (1994-5)

- Chair of the Steering Committee
- Directed activities of several sub-committees
- Coordinated activities with the San Bernardino County Local Agency Formation Commission (LAFCo)
- Collected financial and other data from County departments (Auditor, Sheriff, Fire, Special Districts, Registrar of Voters, etc.)
- Met with civic groups (Kiwanis, Phelan MAC, Piñon Hills MAC, etc.) for discussion and comments

Phelan Municipal Advisory Council (MAC)

- Appointed the first Chairman by Cathy Davis
- Served as Chair for several terms
- In 1997 led the effort to define boundaries and powers of County Service Area 9 (CSA 9 – Phelan)
 - Worked with County Special Districts Department to expand new boundaries from nine square mile street lighting district to current boundaries (~88 square miles)
 - Added park & recreation and road maintenance powers to CSA 9 – Phelan

- Persuaded the San Bernardino County Board of Supervisors to unanimously approve the expansion boundaries and powers
- Testified before LAFCo in support of the expansion of boundaries and powers. Commission voted unanimously in favor of the expansion
- This boundary change stopped Victorville encroachment into Phelan (4.5 square miles) with the Ira Norris housing project in 2004

Phelan Piñon Hills Community Services District (PPHCSD)

- Gathered five community members together to form the Phelan Piñon Hills Community Services District Feasibility Committee on April 15, 2004
- Chair of the Feasibility Committee until District formation and initial meeting on March 19, 2008
- Worked with County Special District Department (SDD) to combine three County Service Areas (CSA 70, Zone L, CSA 56 F1, and CSA 9) to form the CSD
- Served on the Mojave Water Agency Technical Advisory Committee
- Served on the Mojave Water Agency Oeste Sub-basin Committee
- Worked with Supervisors Postmus and Mitzelfelt, who supported the District formation
- Prepared the Phelan Piñon Hills Community Services District Feasibility Study
- Served two terms as Board President
- Assisted in the preparation of several District financial policies
- Served on Park & Recreation, Waste Management, Finance (Chair for five years), Engineering, Road (ad hoc), Alternative Energy (ad hoc), El Mirage Annexation (ad hoc), and General Manager Selection/Evaluation (ad hoc) committees
- Developed "Roles and Responsibility" documents for several committees, which were approved by the District Board
- California Special Districts Association, Special District Leadership Foundation - Recognition in Special District Governance

Phelan Piñon Hills Community Improvement Association (PPHCIA)

PPHCIA is a public charity as defined by the IRS under Section 501 (c) (3). The purpose is to promote community welfare and development for the benefit of Phelan and Piñon Hills.

- President

Diocese of San Bernardino

Diocesan Finance Council, Vice Chair
 Catholic Foundation, Trustee
 Catholic Education Foundation, Trustee
 Caritas Telecommunications, Board of Directors



Devin M. Finley

RECEIVED
MAR 07 2016

LAFCO
San Bernardino County

Devin M. Finley
B.S. Business Finance
2660 W. Windhaven
Rialto, CA 92377
Phone: (909) 200-9787
Email: finley@yahoo.com

Kathleen Rollings McDonald, Executive Officer
Local Agency Formation Commission
215 North "D" Street, Suite 204
San Bernardino, CA 92415-0490

Good Day,

I am submitting this application to be considered for the position of Alternate Public Member for the Local Agency Formation Commission. My personal and life skills as well as my professional experience align with the necessary qualifications to appropriately execute the mission and goals of LAFCO.

An experienced public speaker, communicator and seasoned negotiator; my experience as an analyst and manager are lead indicators that I am fair, competent, and able to appropriately assess individual situations based on the information provided and come to a logical and reasonable conclusion based on findings. I have professional experience in conservation planning and environmental impacts as well as firsthand knowledge of being a small business owner. I have served roles to various Chambers of Commerce including general member, ambassador, treasurer, young professionals, and more. These experiences along with my references further bolster my qualifications as an individual who has their mind on the heartbeat and concerns of a community from a professional standpoint.

Growing up in Big Bear, Fontana, and Rancho Cucamonga areas and, as an adult, living in the High Desert for almost a decade, there are few areas of San Bernardino County that I am not directly familiar with for various reasons. Witnessing expansion and growth in the area personally, allows me to see further into the future in a more integral vision.

I further believe I am uniquely qualified to help bridge a gap between alternating generations and points of view. Often we see a generational gap causing a disconnect between two points of view because of inability to properly convey a message to the target audience. I have a wealth of knowledge bridging this gap currently and can be an excellent resource to bring brilliant insight to the table that may not currently be represented.

Respectfully,

Devin M. Finley

DEVIN MIKAEL FINLEY

2660 W. Windhaven Dr | Rialto, CA 92377

(909) 200.9787

finley@yahoo.com

AREAS OF EXPERTISE

Over ten years of experience in finance & management; including business, accounting, sales, and personnel management. Knowledgeable and experienced in staff training, mentoring, conflict resolution, and teambuilding. Dependable and effective under pressure, alone or in group environments. Strong communication skills, adaptability, and personal development. Advanced Microsoft Excel skills; over fifteen years experience with Microsoft software. Proficient in business banking, payroll, finance, accounts payable, accounts receivable, reconciliations, and customer service.

- Business Development
- Financial & Investment Management
- Liability & Risk Management
- Contract Negotiation & Acquirement
- Financial/Account Management
- Customer Relations Management (CRM)
- Vendor Relations
- Marketing & Sales Outreach
- IRR, ROR, YOC
- Employee Recruitment & Management
- MS Office (Word, Excel, PowerPoint, Outlook)
- Software: SQL, Adobe, Property Management (Yardi etc), Accounting (Quickbooks, etc)
- Presentations & Public Speaking

MEMBERSHIPS & RECOGNITIONS

Memberships

- Treasurer – Apple Valley Chamber Of Commerce, 2011
- Ambassador – Hesperia Chamber of Commerce, 2008

Certificate of Recognition

- County of San Bernardino: Supervisor Mitzelfelt, 2010 (3)
- California Legislature Assembly: Assemblyman Adams, 2010

EDUCATION

Bachelors of Science – Business Finance, 2012

University of Phoenix | Ontario, CA

PROFESSIONAL EXPERIENCE

Financial Analyst/ Project Manager/Acquisitions

2014 - Present

CMR | Blue Jay, CA

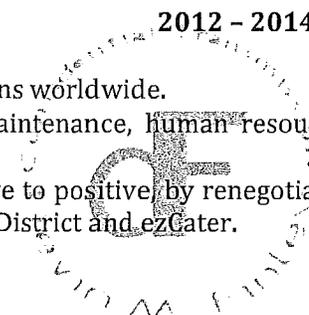
- Project & Personnel management
- Financial Analysis
- Valuation Models of Budget Projects in Excess of \$2,000,000,000
- Manage Operating Budget in Excess of \$10,000,000
- Multi-Level Analysis of Potential Land Uses – Including Agriculture, Residential, O&G, Resort, etc.
- Cost Comparison Matrix's & IRR's; Market Data Evaluation & Comparison; Compliance with Government Agencies; IRR, YOC, Land Valuation Analysis, Acquisitions, R&A, Analysis

Owner & CEO

Pita Pit Claremont | Claremont, CA

- Acquire and manage Claremont's 'Pita Pit' franchise – one of over 400 locations worldwide.
- Managed overall store operations such as sales, accounting, inventory maintenance, human resources, procedure development, certification/compliance and marketing outreach.
- Successfully improved profits within first month of acquisition from negative to positive by renegotiation and securing of current and new contracts such as Claremont Unified School District and ezCater.

2012 – 2014



DEVIN MIKAEL FINLEY

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(909) 200.9787

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PROFESSIONAL EXPERIENCE (continued)

- Conduct recruitment, hiring and training of new staff members – managing a team of up to 10 to ensure efficient store operations and delivery of exceptional customer service.
- Oversee maintenance procedures to ensure continued operation and compliance in accordance with state, local, and franchise requirements such as health board certifications and specified franchise trainings.
- Oversee maintenance of financial aspects such as profit/cash flow analysis, preparation of local taxes, credit management, payroll processing, and charitable donations.
- Established overhead budgeting system utilizing expense charts to maintain improve tracking.
- Maintained membership of Claremont Chamber of Commerce, Claremont Young Professionals and Village Marketing Group to develop community relations and networking opportunities.

Independent Contractor

2010 – Present

Credit Repair & Debt Consolidation Specialist | Southern CA

- Assist in helping to rebuild individual credit and absolve erroneous or overstated debt
- Debt reduction, bill payment advice, consolidation and credit inquiry, credit disputes, Student Loan repayment assistance advice
- Credit repair for individuals looking to improve credit scores and advice on maintaining a good credit standing and balancing debt

Vice President

2010 – 2012

Legal & Delinquent Accounts

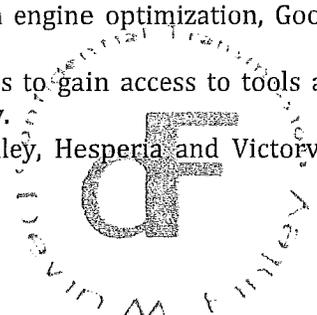
2008 – 2010

Accounts Payable/Receivable

2006 – 2008

Bluestar Properties | Victorville, CA

- Accomplished career growth through consistent promotion from Maintenance to Vice President.
- Vice Present for multi-unit housing property – oversaw all operational, financial, community and marketing aspects to maintain an exceptional property.
- Provided property management of up to 40 units with over 500 tenants, and 100 property owner clientele.
- Managed end-to-end resident operations – providing screening and placement services, prepared eviction notifications, developing community events and communicated changes/updates.
- Oversaw financial aspects to maintain cost-effective operations and upgrades –prepared cash/balance sheets, payroll, tax, IRS, and 1099 audits and maintained budgets, accounts receivable and payable records.
- Accurately maintained rent payments, owner contributions, and HOA dues of up to 2,500 units grossing over \$800K monthly.
- Successfully renegotiated contracts, saving clients over \$3K annually.
- Lead development project of non-managed homes to purchase, restore and resell – successfully generating an excess of \$5,000 in revenue per month.
- Accomplished reduction of primary expenses by analysis and renegotiation of uniform, utility, franchise, and inventory cost.
- Identified and oversaw outreach to potential clientele – negotiated and secured new account contracts which successfully maintained positive increase of clients since 2006.
- Developed marketing outreach to establish company brand utilizing search engine optimization, Google Analytics and AdWords, social media and maintenance of website.
- Participated in a variety of community outreach programs and local boards to gain access to tools and networking opportunities, and build property presence within the community.
- Maintained membership and participation within the following: Apple Valley, Hesperia and Victorville Chambers of Commerce, and the Adopt-A-Street organization.



THURSTON E. SMITH - "Smitty"

19214 Castana Street
Apple Valley, CA 92308
(760) 553-5047 Cell
(760) 244-7234 Home

RECEIVED
MAR 18 2016

LAFCO
San Bernardino County

Chairman & LAFCO Commissioners
Local Agency Formation Commission
for San Bernardino County
215 North D Street, Suite 204
San Bernardino CA 92415-0490

Dear Mr. Chairman & Commissioners:

Please accept this **Letter of Interest** to serve on the LAFCO Commission in the capacity of Public Board Commissioner. It is my understanding that a vacancy has occurred due to the completion of term limits for this position.

The following outlines my past experience, as follows:

2006 – 2014 **Hesperia City Council**
9700 Seventh Avenue
Hesperia CA 92345
(760) 947-1000

In 2006, I was elected to serve on the Hesperia City Council by a vote of the Hesperia residents. I was reelected in 2010 and served until 2014, when my term ended. At that time, my wife and I decided to retired so that we could travel. I do not currently serve on any county, city or special district governments.

While with the City, I served in the capacities of Mayor, Mayor Pro Tem and Council Member. As a representative for the City, I served on many boards and committees such as:

- Hesperia Fire District
- Hesperia Water District
- President of the League of California Cities – Desert Mountain Division
- Tri-Agency Member, Hesperia School District, Recreation & Parks & City
- Oversight Board to the Successor Agency of the Hesperia Redevelopment Agency
- Victor Valley Wastewater Reclamation Authority Board of Commissioners
- Hesperia Chamber of Commerce
- Victor Valley College Foundation
- Chairman – Victor Valley Bicycle Tour

THURSTON E. SMITH - "Smitty"

19214 Castana Street
Apple Valley, CA 92308
(760) 553-5047 Cell
(760) 244-7234 Home

2004 – 2006 **Hesperia Recreation & Park District**
9333 E Avenue
Hesperia CA 92345

In 2004, I was elected to serve as a Board Member on the Hesperia Recreation & Park District until I was elected to the City Council.

I was a past business owner of construction in Hesperia for approximately 30 years.

During my tenure as an elected official, I enjoyed being part of planning for future growth in my community. I worked closely with many of San Bernardino County's 24 cities representatives.

I strongly believe that the work of the LAFCO Commission is critical to the future infrastructure of San Bernardino County as a whole.

I am available and look forward to meeting and discussing my qualifications further with the Commission. I can be reached at (760) 553-5047.

Sincerely,



Thurston E. Smith "Smitty"
Retired, Business Owner