

**Colusa Local Agency Formation Commission**

**Special Meeting Agenda**

**Thursday – March 21, 2024**

**Board of Supervisors Chambers  
546 Jay Street  
Colusa, CA.**

**3:00 PM**

**1. Call to Order/Roll Call  
Commissioners**

Katherine Dunlap, (Vice-Chair  
Williams, City)  
Janice Bell (County)  
Greg Ponciano (Chair, Colusa, City)  
Merced Corona (County)  
Brandon Ash (Public)

**Alternates**

Ryan Codorniz (City Alternate)  
John Loudon, (Public Member Alternate)  
Kent Boes (County)

**Staff**

Paige Hensley, Clerk  
John Benoit, Executive Officer  
P. Scott Browne, Legal Counsel

**2. The minutes from the February 1st, 2024 LAFCo meeting will be on the next LAFCo Agenda**

Action:

- a. *Approve minutes from the January 4, 2024 LAFCo meeting*

**3. Public Comment**

This is the time for the public to address the Commission on any matter not on the agenda. Testimony related to an item on the agenda should be presented at the time that item is considered

**4. Consent Agenda**

Action:

- a. Payment of claims for the months of February and March 2024.

**5. Correspondence:**

**Public Hearings**

**6. Williams Service Review and Sphere of Influence**

- a. *Receive Executive Officer's Report*
- b. *Consider Resolution 2024-0001 approving a Service Review for services provided by the City of Williams*
- c. *Consider LAFCo Resolution 2024-0002 approving a Sphere of Influence update for the City of Williams*

**7. LAFCo 2024-2025 Proposed Budget**

- a. *Receive Executive Officer's Report*
- b. *Hold Budget Discussion and consider Resolution 2024-0003*

**CLOSED SESSION:**

<b>8. Closed Session: Personnel Matters (Section 54957(b) (1) Review and Disussion of Canditdes for Executive Officer.</b>
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| <ul style="list-style-type: none"><li>a. <i>The Commission will review materials received to date from interested candidates for the Executive Officer position and will interview some candidates. Direction will be given to Staff.</i></li></ul> |
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**9. Executive Officer's Report:**

*700 Forms due April 1st  
Calafco Annual Conference Teneya Lodge Fish Camp Oct 16-18, 2024  
Colusa Basin Drainage District Status  
Projects: Cortina CSD, City of Colusa WWTP #2*

**10. Commissioner Reports - Discussion**

*This item is placed on the agenda for Commissioners to discuss items and issues of concern to their constituency, LAFCO, and legislative matters*

**11. Adjourn the next regular LAFCo meeting be on May 2<sup>nd</sup> 2024 and cancel the April 4<sup>th</sup> Regular LAFCo meeting.**

**Any member appointed on behalf of local government shall represent the interests of the public as a whole and not solely the interest of the appointing authority Government Code Section 56331.4**

Pursuant to Government Code Section 54954.2, Commission members may make a brief announcement or report on activities. Commission members may also provide a reference to staff or other resources for factual information, request staff to report back to the Commission at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda.

*Public Comment*

Members of the public may address the Commission on items not appearing on the agenda, as well as any item that does appear on the agenda, subject to the following restrictions:

- Items not appearing on the agenda must be of interest to the public and within the Commission's subject matter jurisdiction.
- No action shall be taken on items not appearing on the agenda unless otherwise authorized by Government Code Section 54954.2 (known as the Brown Act, or California Open Meeting Law).
- The total amount of time allotted for receiving public comment may be limited to 15 minutes.

- Any individual's testimony may be limited to 5 minutes. Time to address the Commission will be allocated on the basis of the number of requests received.

*Public Hearings*

Members of the public may address the Commission on any item appearing on the agenda as a Public Hearing. The Commission may limit any person's input to 5 minutes. Written statements may be submitted in lieu of or to supplement oral statements made during a public hearing.

*Agenda Materials*

Materials related to an item on this agenda submitted to the Commission after distribution of the agenda area available for review for public inspection in the Colusa County Clerk's office located at the Colusa County Courthouse 546 Jay Street, Colusa CA. [such documents are also available on the Colusa LAFCO website as noted below to the extent practicable and subject to staff's ability to post the documents prior to the meeting].

*Accessibility*

An interpreter for the hearing-impaired may be made available upon request to the Executive Officer 72 hours before a meeting. The location of this meeting is wheelchair-accessible.

*Disclosure & Disqualification Requirements*

Pursuant to Government Code Sections 56100.1, 56300(b), 56700.1, and 81000 et seq., and Colusa LAFCO's Policies and Procedures for the Disclosure of Contributions and Expenditures in Support of and Opposition to Proposals, any person or combination of persons who directly or indirectly contribute \$1000 or more or expend \$1000 or more in support of or opposition to a change of organization or reorganization that has been submitted to Colusa LAFCO must comply with the disclosure requirements approved by Colusa LAFCO. These requirements contain provisions for making disclosures of contributions and expenditures at specified intervals. Additional information may be obtained at the Colusa County Elections Department 546 Jay Street, Colusa, CA 95932. (530) 458-0500

A LAFCO Commissioner must disqualify herself or himself from voting on an application involving an "entitlement for use" (such as an annexation or sphere amendment) if, within the last twelve months, the Commissioner has received \$250 or more in campaign contributions from the applicant, any financially interested person who actively supports or opposes the application, or an agency (such as an attorney, engineer, or planning consultant) representing the applicant or an interested party. The law (Government Code Section 84308) also requires any applicant or other participant in a LAFCO proceeding to disclose the contribution amount and name of the recipient Commissioner on the official record of the proceeding.

Contact LAFCO Staff LAFCO staff may be contacted at (530) 619-5128 or by mail at Colusa LAFCO P.O. Box 2694, Granite Bay CA 95746 or by email at [j.benoit4@icloud.com](mailto:j.benoit4@icloud.com)

Webpage Reports, agendas, minutes and general information about LAFCO are available on the LAFCO Webpage at [www.colusalafco.org](http://www.colusalafco.org)