

Colusa Local Agency Formation Commission (LAFCo)

Approved Meeting Minutes
Thursday, **February 5, 2026** at 3:00 PM

Board of Supervisors Chambers
546 Jay Street, Colusa, California

1. Call to Order and Roll Call

The meeting was called to order at 3:00 pm. Commissioners present were Dunlap (Chair), Bell (Vice-Chair), Ponciano, Wilson (after taking Oath of Office), Ash, and Alternate Loudon. Commissioners absent were Alternates Corona and Codorniz. Staff present were Larkyn Feiler, Executive Officer (EO) and Scott Browne, Legal Counsel.

2. Public Comment None

ACTION ITEMS:

3. Oath of Office for Incoming Commissioner

Randy Wilson, the incoming County regular member appointed at the January 27, 2026 County Board of Supervisors meeting, was sworn in and immediately seated.

4. Approval of Minutes

Upon motion by Commissioner Ash and second by Commissioner Bell, the minutes of the December 4, 2025 LAFCo meeting were approved. Commissioner Wilson abstained from the vote due to not being present at the prior meeting.

5. Approval of Claims

Upon motion by Commissioner Bell and second by Commissioner Ponciano, the payment of claims for December 2025 and January 2026 were unanimously approved.

6. Determine CSA No. 3 does not meet Inactive District Criteria

EO Feiler presented the item to consider determining that County Service Area (CSA) No. 3 does not meet the dissolution criteria in GOV § 56042 and directing the Executive Officer to respond accordingly to the State Controller's Office. EO Feiler noted that, as directed at the December 4, 2025 Commission meeting, the draft letter was routed to the County Auditor who confirmed that it is sufficient for submittal to the State.

Upon motion by Commissioner Bell and second by Commissioner Ponciano, the determination that County Service Area No. 3 does not meet the dissolution criteria in GOV § 56042 and direction to the Executive Officer to respond accordingly to the State Controller's Office was unanimously approved.

7. Election of Vice-Chair for the remainder of FY 2025-26

Chair Dunlap presented the item to consider the election of a Vice-Chair for the remainder of FY 2025-26 (June 30), due to the recent change in County Commissioner appointments.

Upon motion by Commissioner Ponciano and second by Commissioner Wilson, the election of Commissioner Bell as Vice-Chair for the remainder of FY 2025-26 was unanimously approved.

8. Update Ad Hoc Committee for the FY 2026-27 Proposed Budget

Chair Dunlap presented the item to consider updating the Ad Hoc Committee for the proposed FY 2026-27 Budget, established to be Chair Dunlap and former Vice-Chair Corona at the December meeting. EO Feiler noted that normally County and City representatives serve on this committee, which generally entails one meeting.

Upon motion by Commissioner Ponciano and second by Commissioner Bell, selection of the Chair and Vice-Chair to serve on the FY 2026-27 Proposed Budget Ad Hoc Committee was unanimously approved.

9. Butte-Colusa LAFCo Staffing Services Agreement

EO Feiler presented the item to consider approving a Staffing Services Agreement with Butte LAFCo and authorizing the Executive Officer to execute the agreement.

EO Feiler explained that in preparing to draft an RFP for consultant bids to prepare MSR/SOI studies, staff researched hourly rates for multiple qualified consultants in Northern California, with a range from \$155 to \$195. Also, it was discovered that Butte LAFCo had availability to assist in preparing MSR/SOI studies at a reasonable rate of \$145. EO Feiler noted that Butte LAFCo recently adopted an MSR/SOI on agriculture water providers and is uniquely qualified to assist with the Colusa Basin Drainage District and Glenn Colusa Irrigation District studies, and Butte is interested in Colusa assistance with peer review of staff reports and studies.

Comm'r Wilson requested background on the purpose of the staff share agreement, and EO Feiler responded that this option would replace the need to go out to bid for MSR/SOI work and is an opportunity to leverage high quality MSR/SOI work at a more reasonable rate.

EO Feiler noted key terms, such as no obligation to provide services, ability to terminate with notice, a compensation schedule that includes overhead for Butte since they are employees not contractors, budget capped expenses, and monthly invoice monitoring and control. EO Feiler also emphasized that this is a mutually beneficial flexible staffing arrangement on an as-needed, part-time basis, that would have no impact on employment status. Counsel Browne noted that this is an innovative way for agencies to expand capacity without making a permanent monetary obligation.

Alt. Comm'r Loudon asked about the potential for conflicts of interest and Counsel Browne responded there appears to be no grounds for a conflict of interest since the multi-county districts do not overlap with Butte County, and there is likely to be less conflict of interest with Butte LAFCo than an outside consultant that can work with multiple counties simultaneously.

Upon motion by Commissioner Ponciano and second by Commissioner Bell, the approval of a Staffing Services Agreement with Butte LAFCo and authorization of the Executive Officer to execute the agreement was unanimously approved.

10. CALAFCO Bylaws Amendment and February Special Meeting Voting Delegate

EO Feiler presented the item to consider supporting the proposed CALAFCO Bylaws Amendment to make Executive Officers eligible to serve on the Board and eliminate the Board "seat type" structure; and appointing a voting delegate for the Special Corporate Business Meeting (2/23/2026).

EO Feiler noted that five items were originally proposed for member consideration at the February 23 Special Business Meeting, but based on feedback received, only the following two items will be included in the proposed amendment to the CALAFCO Bylaws for member

consideration: (1) eligibility for Executive Officers to serve on the CALAFCO Board; and (2) the elimination of existing Board "seat types".

Counsel Browne explained that these are important reforms since part of the problem in the past was that the CALAFCO Board of Directors was run entirely by Commissioners that were often less informed than staff, and so the proposed hybrid model of Commissioners and Executive Officers will provide more balance and expertise in the decision-making process.

Upon motion by Commissioner Bell and second by Commissioner Wilson, the approval of support for the proposed CALAFCO Bylaws Amendment and appointment of Chair Dunlap as the voting delegate, and EO Feiler as the alternate voting delegate, for the CALAFCO Special Corporate Business Meeting was unanimously approved.

OTHER ITEMS:

11. Correspondence

EO Feiler noted the following two items received, and recommended LAFCO 101 training.

- a) CALAFCO Six- to Nine-Month Action Plan (December 4, 2025)
- b) LAFCO 101 Training (Wednesday, February 25, 2026, 10:00-11:30 a.m.)

12. Executive Officer's Report

EO Feiler reminded the Commission to file a Form 700 (Statement of Economic Interest) by April 1, 2026. EO Feiler also discussed an upcoming training opportunity through CSDA for Commissioners to receive certification for the new SB 827 Fiscal and Financial Training, and also noted that the existing AB 1234 Ethics Training does not apply to the Commissioners since no compensation is received for serving on LAFCo.

13. Counsel's Report None

14. Commissioner Reports - Discussion

Comm'r Ponciano provided an update on the tax share negotiation process between the County and City of Colusa for the proposed annexation of areas adjacent to the City's WWTP.

15. Adjourn to the next regular LAFCo meeting on April 2, 2026 at 3:00 pm

The meeting was adjourned at 3:47 pm.