

Colusa Local Agency Formation Commission

Regular Meeting Agenda

Thursday, August 6, 2026 at 3:00 PM

Board of Supervisors Chambers
546 Jay Street, Colusa, CA

1. Call to Order and Roll Call

Commissioners

Katherine Dunlap (Chair, City)
Janice Bell (Vice-Chair, County)
Randy Wilson (County)
Greg Ponciano (City)
Brandon Ash (Public)

Alternates

Merced Corona (County Alternate)
Ryan Codorniz (City Alternate)
Vacant (Public Alternate)

Staff

Larkyn Feiler, Executive Officer
P. Scott Browne, Legal Counsel

2. Public Comment

The public may address the Commission on any matter within the jurisdiction of LAFCo which is not on the agenda. There is a three-minute limit, and no action will be taken.

ACTION ITEMS:

3. Approval of Minutes

Consider approval of the minutes from the June 4, 2026 LAFCo meeting.

4. Approval of Claims

Consider approval of the payment of claims for June and July 2026.

5. Proposed Bylaws Amendment - Conflict of Interest Code and Financial Disclosure

Review and discuss a proposed bylaws amendment to designate the FPPC as the filing officer for the Statement of Economic Interests, clarify that the Assistant Executive Officer position is exempt from filing, and address outdated information; and consider directing staff to circulate the amendment for comments and set a second reading at the October 1, 2026 LAFCo meeting.

6. CALAFCO Annual Conference Attendance - Sacramento

- a. Establish the Commissioners that will attend the 2026 CALAFCO Annual Conference on October 21 - 23 at the Sheraton Grand Sacramento Hotel for early registration.
- b. Consider nomination of the 2026 CALAFCO Voting Delegate and Alternate.

7. Budget for December 3, 2026 Commission Workshop at Granzella's Banquet Hall

Consider authorizing a not-to-exceed budget amount for the December 3, 2026 Commission Workshop at Granzella's for County, City, and Special District Officials and Executive staff.

OTHER ITEMS:

8. Certificate of Appreciation for John Loudon

Present a Certificate of Appreciation to John Loudon for 11 years of service on the Commission.

9. **Correspondence**
 - a. SDRMA President's Special Acknowledgement Award – July 21, 2026
10. **Executive Officer's Report**
11. **Counsel's Report**
12. **Commissioner Reports - Discussion**
Commissioner discussion of matters relevant to their constituency, LAFCo, and legislation.
13. **Adjourn to the next regular LAFCo meeting on October 1, 2026 at 3:00 pm.**

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, Commissioners may make a brief announcement or report on activities. Commissioners may also provide staff a reference or resources for factual information, request staff to report back to the Commission at a subsequent meeting concerning a 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 comments 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

Reports, agendas, minutes and general information about LAFCo are available on the LAFCo Webpage at www.colusalafco.org/. Materials related to an item on this agenda submitted to the Commission after distribution of the agenda are available for review for public inspection on the Colusa LAFCo website as noted above 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.

LAFCo staff may be contacted by phone at (530) 632-4406, or by mail at Colusa LAFCo P.O. Box 348, Yuba City, CA 95992, or by email at colusa.lafco@gmail.com.

Colusa Local Agency Formation Commission (LAFCo)

DRAFT Meeting Minutes
Thursday, June 4, 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, and Loudon (seated for Ash). Commissioners absent were Ash, Wilson, and Alternates Corona and Codorniz. Staff present were Larkyn Feiler, Executive Officer (EO), Kim Brauer, Clerk, and Scott Browne, Legal Counsel.

2. Public Comment None

ACTION ITEMS:

3. Approval of Minutes

Upon motion by Commissioner Ponciano and second by Vice-Chair Bell, the minutes of the April 2, 2026 LAFCo meeting were unanimously approved.

4. Approval of Claims

Upon motion by Vice-Chair Bell and second by Commissioner Ponciano, the payment of claims for April and May 2026 were unanimously approved.

PUBLIC HEARING:

5. Fiscal Year 2026-27 Final LAFCo Budget and Work Program

Chair Dunlap opened the Public Hearing for the Final LAFCo Budget for FY 2026-27 at 3:07 pm. EO Feiler presented the item and noted that there were no changes from the prior hearing on the proposed budget and no comments were received. EO Feiler noted that the total apportionment cost to the County/Cities would be a decrease of \$47.76 from the prior year.

Commissioner Ponciano asked about whether the apportionment amount to the County and Cities would change, and EO Feiler noted that there were minor changes to the Department of Finance population estimates, which is the basis for allocating costs, and so the current apportionment amount is estimated to remain close to the same for the next fiscal year.

Vice-Chair Bell noted appreciation for the LAFCo website document accessibility tool and shared that an agency received a penalty of \$40,000 for website accessibility non-compliance.

The Public Comment Period was opened at 3:09 pm. No public comments were received. The Public Comment Period and Public Hearing were closed at 3:10 pm.

Upon motion by Vice-Chair Bell and second by Commissioner Ponciano, adoption of Resolution No. 2026-02 approving the Final Budget for FY 2026-27 was unanimously approved.

ACTION ITEMS:

6. Extension of Agreement for Staff Transition Services

EO Feiler presented the item to extend the agreement with John Benoit to continue to provide staff transition services through June 30, 2027 and within LAFCo's budget.

Discussion ensued regarding the length of time of the EO transition which would be a total of 3-years if approved, and the benefit of having access to historical knowledge and resources.

Upon motion by Commissioner Ponciano and second by Commissioner Loudon, authorization for an eighth amended agreement with John Benoit for a one-year extension of time for transition services to the LAFCo Executive Officer was unanimously approved.

7. Potential Special Meeting on July 9, 2026

EO Feiler presented the item to consider potentially calling a Special Meeting on July 9, 2026 at 3 pm to consider LAFCo File 2024-0001 City of Colusa WWTP Annex #2.

Discussion ensued regarding Commissioner and staff availability on July 9, the method for alternate coverage in the absence of regular members, Commission action on applications requires a majority vote, time-sensitive issues for the City that necessitate scheduling the hearing before the regular August LAFCo meeting related to a \$9.5M grant for parks and open space projects which requires land ownership, transparency concerns related to considering an important item outside the normal Commission meeting schedule and during the peak of summer vacations, the City process for the application was well publicized and had little public participation, the significant amount of staff work required over a short timeframe, and anticipated limited costs to LAFCo to hold a special meeting since the Board Chambers are available and preparing the application for hearing is covered by applicant fees.

A property owner of the approved cannabis facility property on East Clay Street, Mike Loomis, commented on the years of delay in the application process and the importance of scheduling the hearing as soon as possible in order to ensure feasibility of the land-swap effort.

Upon motion by Commissioner Ponciano and second by Vice-Chair Bell, calling a Special Meeting on July 9, 2026 at 3 pm to consider LAFCo File 2024-0001 City of Colusa WWTP Annex #2 was unanimously approved.

8. CALAFCO Annual Conference Attendance - Sacramento

EO Feiler presented the item to establish the Commissioners to attend the 2026 CALAFCO Annual Conference on October 21 - 23 at the Sheraton Grand Sacramento Hotel for early registration, and consider nomination of the 2026 CALAFCO Voting Delegate and Alternate. EO Feiler noted that the Budget covers the cost for three Commissioners to attend and a portion of staff costs.

Vice-Chair Bell expressed interest in attending but noted a potential scheduling conflict, and Commissioner Ponciano and Chair Dunlap expressed interest in attending as back-up options.

The Commissioners agreed to consider this item at the next regular meeting in August when more Commissioners will be present at the meeting.

OTHER ITEMS:

9. Correspondence

EO Feiler noted the following items received, and recommended the SB 827 training.

a. CALAFCO's Priorities for 2026 and Beyond - Board Retreat February 26, 2026

b. CALAFCO Member Update May 2026

c. CSDA - Your May Take Action Brief and SB 827 On-Demand Training

10. Executive Officer's Report

EO Feiler and Counsel Browne reported on the CALAFCO Staff Workshop in Pismo Beach.

EO Feiler provided an update on the LAFCo Workshop for Special Districts planned for either July 21 in Williams or July 22 in Colusa to provide resources and support to special districts.

11. Counsel's Report None

12. Commissioner Reports – Discussion

Vice Chair Bell reported on County participation in a nationwide 12-week Rural Energy Academy Cohort including how to prepare for renewal energy (solar, wind) and data centers.

Chair Dunlap invited participation in the City of Williams' Visionary and Strategic Planning Session on June 5, 2026 at 9 am at City Hall.

13. Adjourn to the special LAFCo meeting on July 9, 2026 at 3:00 pm

The meeting was adjourned at 4:05 pm.

Colusa Local Agency Formation Commission

CLAIMS – June 2026 FY 2025-26 Expenses

June 2026

Reference #	Recipient	Account	Description	Subtotal	Total
Invoice #1500	Law Office of P. Scott Browne	500-7321	Legal Services (Attorney Contract)		\$2,229.00
Invoice #2026-0007	John Benoit	500-7338	Executive Officer Contract		\$125.00
Invoice #2026-06	Larkyn Feiler	500-7338	Executive Officer Contract	\$1,496.25	\$1,647.86
		500-7333	Transportation and Travel	\$36.83	
		500-7320	Office Supplies	\$13.38	
		500-7322	Postage	\$101.40	
Invoice #2BCE98FF-0017	Streamline	500-7306	Communications (website)		\$157.50
Invoice #34237	MPG (Pioneer Review)	500-7316	Legal Notices and Publications		\$250.00
Total Claims					\$4,409.36

APPROVED: August 6, 2026

Katherine Dunlap
Commission Chair

ATTEST:

Larkyn Feiler
Executive Officer

Colusa LAFCo FY 2025-26
Expenditure Summary

Expenditure Categories	Budget	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total	%
Workers Comp	\$50.00													\$0.00	0%
Executive Officer Contract	\$55,824.97	\$2,160.00	\$922.07	\$1,080.00	\$2,130.00	\$1,237.50	\$1,125.00	\$1,620.00	\$2,081.25	\$3,735.00	\$2,115.00	\$3,836.25	\$1,621.25	\$23,663.32	42%
Clerical Support	\$3,657.00													\$0.00	0%
Legal Services (attorney contract)	\$27,912.84	\$2,229.00	\$2,229.00	\$2,229.00	\$2,229.00	\$2,229.00	\$2,229.00	\$2,229.00	\$2,229.00	\$2,229.00	\$2,229.00	\$2,229.00	\$2,229.00	\$26,748.00	96%
Liability Insurance	\$3,234.00	\$3,278.32												\$3,278.32	101%
Office Supplies	\$375.00												\$13.38	\$13.38	4%
Postage	\$500.00												\$101.40	\$101.40	20%
Copies	\$750.00													\$0.00	0%
Memberships	\$2,070.00	\$1,570.00							\$750.00					\$2,320.00	112%
Transportation and Travel	\$7,000.00		\$33.32		\$3,363.13		\$70.42	\$35.38	\$35.38	\$369.22	\$71.48	\$104.97	\$36.83	\$4,120.13	59%
Training	\$3,000.00		\$2,100.00							\$670.00	\$167.50			\$2,937.50	98%
Legal Notices and Publications	\$750.00									\$70.00		\$60.00	\$250.00	\$380.00	51%
Communications (website)	\$1,800.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$157.50	\$157.50	\$157.50	\$157.50	\$1,830.00	102%
Special Projects	\$5,000.00													\$0.00	0%
Sphere of Influence Updates	\$24,000.00													\$0.00	0%
Municipal Service Reviews	\$16,000.00													\$0.00	0%
Mapping and Scanning	\$5,000.00													\$0.00	0%
A-87/Administration Fees	\$3,000.00									\$3,000.00				\$3,000.00	100%
TOTAL	\$159,923.81	\$9,387.32	\$5,434.39	\$3,459.00	\$7,872.13	\$3,616.50	\$3,574.42	\$4,034.38	\$5,245.63	\$10,230.72	\$4,740.48	\$6,387.72	\$4,409.36	\$68,392.05	43%

Contingency (6/30/2026) \$9,705.68 Bylaws Section 3.3.1.c.3: allows for transfer of contingency funds in the monthly commission claims form
 Liability Insurance (\$44.32) & Memberships - CSDA Renewal (\$250)

Colusa Local Agency Formation Commission

CLAIMS –July 2026 FY 2026-27 Expenses

July 2026

Reference #	Recipient	Account	Description	Subtotal	Total
Invoice pending	Law Office of P. Scott Browne	500-7321	Legal Services (Attorney Contract)		\$2,229.00
Invoice #2026-07	Larkyn Feiler	500-7338	Executive Officer Contract	\$3,048.75	\$3,085.58
		500-7333	Transportation and Travel	\$36.83	
Invoice #2026-MD-06	CALAFCO	500-7319	Memberships		\$1,617.00
Invoice #79970	SDRMA	500-7315	Liability Insurance		\$3,845.96
Invoice #377700	CivicPlus (Streamline)	500-7306	Communications (website)		\$157.50
Total Claims					\$10,935.04

APPROVED: August 6, 2026

Katherine Dunlap
Commission Chair

ATTEST:

Larkyn Feiler
Executive Officer

Colusa LAFCo FY 2026-27
Expenditure Summary

Expenditure Categories	Budget	July	Total	%	Remaining
Workers Comp	\$50		\$0.00	0%	\$50.00
Executive Officer Contract	\$56,000	\$3,048.75	\$3,048.75	5%	\$52,951.25
Clerical Support	\$4,000		\$0.00	0%	\$4,000.00
Legal Services (attorney contract)	\$28,000	\$2,229.00	\$2,229.00	8%	\$25,771.00
Liability Insurance	\$4,000	\$3,845.96	\$3,845.96	96%	\$154.04
Office Supplies	\$375		\$0.00	0%	\$375.00
Postage	\$500		\$0.00	0%	\$500.00
Copies	\$750		\$0.00	0%	\$750.00
Memberships	\$2,700	\$1,617.00	\$1,617.00	60%	\$1,083.00
Transportation and Travel	\$7,000	\$36.83	\$36.83	1%	\$6,963.17
Training	\$3,000		\$0.00	0%	\$3,000.00
Legal Notices and Publications	\$750		\$0.00	0%	\$750.00
Communications (website)	\$4,890	\$157.50	\$157.50	3%	\$4,732.50
Special Projects	\$2,000		\$0.00	0%	\$2,000.00
MSR/SOI Updates	\$40,000		\$0.00	0%	\$40,000.00
Mapping and Scanning	\$2,000		\$0.00	0%	\$2,000.00
A-87/Administration Fees	\$3,000		\$0.00	0%	\$3,000.00
TOTAL	\$159,015	\$10,935.04	\$10,935.04	7%	\$148,079.96

Colusa Local Agency Formation Commission

MEMORANDUM

DATE:	August 6, 2026
TO:	Commissioners
FROM:	Larkyn Feiler, Executive Officer
RE:	Proposed Bylaws Amendment – Conflict of Interest Code and Financial Disclosure

Recommendation:

1. Read the proposed bylaws amendment, unless otherwise waived.
2. Review and discuss the proposed bylaws amendment.
3. Direct staff to circulate the proposed bylaws amendment for comments and set a second reading at the October 1, 2026 LAFCo meeting.

Background:

The Political Reform Act requires every local government agency to review its conflict of interest code biennially. A conflict of interest code specifies what financial interests must be disclosed on the Statement of Economic Interests (Form 700) for public officials, governmental employees, and consultants.

The Fair Political Practices Commission (FPPC) prepared a 2026 Local Agency Biennial Notice form for local agencies to file with their code reviewing body by October 1, 2026 (Attachment 4). During the biennial review of current LAFCo programs and organizational structure, LAFCo staff determined that a bylaws amendment is necessary related to the conflict of interest code, to address the following items.

- Designate the FPPC or similar agency as the filing officer for the Statement of Economic Interests.
- Include the new Senate Bill 852 requirement to file directly with the FPPC via their electronic system.
- Update the prior campaign contribution amount of \$250 to \$500.
- Update the reference of Form 730 to Form 700.
- Clarify that any Deputy or Assistant Executive Officer position is exempt from filing.

It is recommended that the LAFCo bylaws be amended as shown in Attachment 1 related to the conflict of interest code, and according to the regular amendments procedure outlined in Attachment 3.

Attachments:

1. Proposed Bylaws Amendment Language
2. Current Bylaws Language for Conflict of Interest Code and Financial Disclosure
3. Bylaws Amendment Procedure
4. Biennial Notice

Attachment 1
Proposed Bylaws Amendment Language

Key:

1. Underline represents language proposed to be added.
2. ~~Strikethrough~~ represents language proposed to be removed.
3. Regular text represents existing language proposed to remain.

Amend Section 4.8 Financial Disclosure, as follows:

- a) LAFCO members and alternate members are subject to the requirements of the California Fair Political Practices Commission (FPPC), including annual electronic filing with the FPPC and/or other agency as required by law ~~Colusa County Elections Office~~ of the Statement of Economic Interests (Form #700) by the date determined by the FPPC and/or other agency as required by law ~~Colusa County Clerk~~. The Colusa Local Agency Formation Commission **Conflict of Interest Code** is attached to these Bylaws and incorporated herein as Appendix 3.

Amend Section 6 Conflict of Interest, as follows:

- b) Government Code Section 84308 requires that a Commissioner disqualify him- or herself 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 accepted campaign contributions of \$500 ~~\$250~~ or more from an individual or firm who actively supports or opposes such application or from an agent (e.g., attorney, engineer, or planning consultant) representing an applicant or other interested participant.

Amend Appendix 3 Conflict of Interest Code, as follows:

Designated officers and employees shall file Statements of Economic Interest (Form 700 ~~730~~) with the California Fair Political Practices Commission (FPPC) and/or other agency as required by law pursuant to applicable State regulations ~~LAFCO, who will retain copies, and forward the original Statements for all Commissioners and the Executive Officer to the Colusa County Clerk. The original statements for all other designated employees will be retained by LAFCO.~~

Designated officers and employees include the following:

- B) The Executive Officer (any Deputy or Assistant Executive Officer position is exempt from filling)

4.8 Financial Disclosure

- a) LAFCO members and alternate members are subject to the requirements of the California Fair Political Practices Commission, including annual filing with the Colusa County Elections Office of the Statement of Economic Interests (Form #700) by the date determined by the Colusa County Clerk. The Colusa Local Agency Formation Commission **Conflict of Interest Code** is attached to these Bylaws and incorporated herein as Appendix 3.
- b) Any member of the Commission not in compliance with the requirements of the LAFCO **Conflict of Interest Code** shall be ineligible to take part in LAFCO business until she or he has complied.

4.9 Code of Ethics

Each Commissioner, regular and alternate, shall sign and file with the LAFCO office a copy of the Code of Ethics adopted by Colusa LAFCO, as a part of these bylaws, and shall adhere to its standards and precepts. Failure to comply with this provision shall be sufficient cause for the Commission to request replacement of a Commissioner as provided by Section 4.5, above. A copy of this Code of Ethics is incorporated herein as Appendix 4.

4.10 The Executive Officer

The Executive Officer of the Commission shall attend all meetings of the Commission, conduct and perform the day-top-day business of the Commission, and maintain a record of all of its proceedings as required by law.

5. Conduct of Business

5.1. Regular Meetings

Regular meetings of the Commission are scheduled for the first Thursday of every month at 3:00 p.m. in the City Council Chambers, 546 Jay Street, Colusa, California. The Commission may, at its own discretion, meet at a different time or place from time to time, provided that public notice of such time and place is given in accordance with the Ralph M. Brown Act, Government Code Section 54954 et. seq. and applicable provisions of the LAFCO Act.

5.2. Special Meetings

The Chair may call a special meeting of the Commission. The Chair shall call a special meeting if requested by two or more Commissioners. Any special meetings of the Commission shall be called in the manner provided by Section 54956 of the Government Code. The order calling the special meeting shall specify the time and place of the meeting and the business to be conducted and no other business shall be conducted at that meeting. The special meeting may be called for any day prior to the date established for the next regular meeting of the Commission.

5.3. Notice of Meetings

- a) General Notice

The Executive Officer shall provide notice of all regular and special meetings in accordance with the Ralph M. Brown Act, Section 54954.1 of the Government Code, and applicable

Commission, the minutes, with any corrections thereto, shall become the official record of the action of the Commission upon approval by the Commission.

b) **Recordings**

All proceedings of regular and special meetings shall be electronically-recorded. Copies of recordings will be prepared upon request, and the cost will be charged to the person or entity making the request in a manner established by the Executive Officer.

c) **Record Retention Policy**

Written documents shall be kept in accordance with LAFCo's Record's Retention Policy as shown in Appendix 5 – Colusa LAFCo Records Retention Policy.

Section 5.11 Legislative Process Participation

- a) If a legislative bill affecting LAFCO cannot be considered by the full Commission due to timing, the Executive Officer, in consultation with the Chair, is authorized to provide written or email comments communicating the Commission's position.
- b) The Chair would review the letter or email prior to it being submitted for consideration.
- c) The Executive Officer will forward the email or letter to the Commissioners as soon as possible.
- d) The item will be discussed at the Commission's next regular meeting.

6. Conflict of Interest

- a) No Commissioner shall vote on any matter where it is reasonably foreseeable that the action of the Commission could materially affect a financial interest of the Commissioner.
- b) Government Code Section 84308 requires that a Commissioner disqualify him- or herself 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 accepted campaign contributions of \$250 or more from an individual or firm who actively supports or opposes such application or from an agent (e.g., attorney, engineer, or planning consultant) representing an applicant or other interested participant.
- c) Commissioners having a conflict of interest on any matter before the Commission shall publicly disclose such conflict and thereafter shall not participate in any discussions, debates, questioning or votes on the matter in their official capacity. This restriction shall not prevent a disqualified Commissioner from testifying as a member of the public.
- d) Unless provided by the appointing authority pursuant to Section 56335 or Section 56332 (e) of the Government Code, no member shall be disqualified from participation in the consideration of a matter as a result his membership on an agency affected by the Commission's decision on the matter.

- e) Even where not legally required to disqualify himself or herself, A Commissioner may voluntarily recuse himself or herself from any action if the Commissioner feels that they are unable to objectively and independently act on the matter.

7. Subcommittees of the Commission

7.1. Committees

The Commission or the Chair may establish committees deemed necessary for the conduct of its proceedings. If such a committee is appointed by the Chair between meetings of the Commission, he or she shall report this action to the Commission at its next regular meeting.

7.2. Open Meeting Law Requirements

Permanent standing committees established by the Commission shall be subject to the Ralph M. Brown Act, Temporary Ad Hoc committees, composed of only of Commissioners constituting less than a quorum of the Commission, are not subject to the Ralph M. Brown Act.

8. Policies Standards and Procedures

The Commission has adopted policy guidelines to assist in reviewing any proposal brought before it. These guidelines are contained in the LAFCO Policies Standards and Procedures

9. Finance and Expenditure Policies

General

Unless otherwise determined by the Commission, the Commission as a whole shall serve as the LAFCO Budget Committee. The Executive Officer shall prepare and submit to the Commission a draft budget for review not later than the April meeting of the Commission. As required under Section 56381, the Commission shall then hold a noticed public hearing on the budget at the April Meeting and adopt a preliminary budget at that meeting. The Commission shall adopt its final budget after noticed public hearing at the May or June meeting. When the Commission has finalized the budget, the Executive Officer shall promptly send it to the County, the Cities of Williams and Colusa as provided by the LAFCO Act, Section 56381.

The Commission may at any time and at its own discretion modify its approved budget.

9.1. Budgeting Policies

- a. LAFCO shall adopt a work program for the next fiscal year prior to its adoption of the proposed budget. The work program shall set forth the proposed actions, studies, reports and administrative objectives for the coming year. The work program shall be developed considering the following factors:

Statutory requirements for preparation of Municipal Service Reviews and Updates to Sphere Plans.

- ii. Anticipated Projects.

Appendix 3
Colusa
Local Agency Formation Commission

Conflict of Interest Code

The Political Reform Act, Government Code Section 81000, et seq., requires state and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted Title 2, California Code of Regulations, Section 18730, which contains the terms of a standard model Conflict of Interest Code, which can be incorporated by reference, and which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings conducted by the Fair Political Practices Commission. Therefore, the terms of Title 2 California Administrative Code Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the following list of designated and disclosure requirements constitute the Conflict of Interest Code of the Local Agency Formation Commission of Colusa County.

Designated officers and employees shall file Statements of Economic Interest (Form 730) with LAFCO, who will retain copies, and forward the original Statements for all Commissioners and the Executive Officer to the Colusa County Clerk. The original statements for all other designated employees will be retained by LAFCO.

Designated Employees and Disclosure Requirements

Designated officers and employees include the following:

- A) All members and alternate members of this Commission
- B) The Executive Officer
- C) Legal Counsel to the Commission
- D) Consultants employed by the Commission. The Chair of the Commission may determine in writing that a particular consultant, although a "designated employee," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this Code. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. Such determination shall be a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

Designated employees and officers shall disclose the following:

All investments, sources of income or interests in real property within the Colusa Local Agency Formation Commission jurisdiction and business positions in which the designated employee or officer is a director, officer, partner, trustee, employee or holds any position of management, and which business does any contracting with the Local Agency Formation Commission, or which is located within the Local Agency Formation Commission jurisdiction.

Attachment 3
Bylaws Amendment Procedure

10.1 Regular Amendments

Regular Amendments to these Bylaws shall be made as follows:

- a) The full text of any proposed amendment shall be sent to all members in the same manner as agenda packets, as specified in Section 5.3 c), above.
- b) At the meeting, the proposed amendment shall be read aloud in its entirety by the Chair, unless such reading is waived by the Commission. Discussion may occur and modifications be made to the proposed amendment, but it may not be approved at that first reading.
- c) The proposed amendment to the Bylaws, with any Commission modifications, shall then be circulated to the following entities for their review and comment prior to adoption:
 - City of Williams
 - City of Colusa
 - County of Colusa
 - Special Districts requesting notification
- d) The proposed amendment, with any modifications, shall be agendized and read a second time at the next regular meeting of the Commission, unless such reading is waived by the Commission. Any comments received from local agencies shall be presented. Further discussion and modifications may be made to the proposed amendment and it may be adopted at this second reading.

2026 Local Agency Biennial Notice

Name of Agency: Colusa Local Agency Formation Commission (LAFCo)
 Mailing Address: PO Box 348, Yuba City, CA 95992
 Contact Person: Larkyn Feiler, EO Phone No. (530) 632-4406
 Email: colusa.lafco@gmail.com Alternate Email: n/a

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that *(check one BOX)*:

☒ **An amendment is required. The following amendments are necessary:**

(Check all that apply.)

- ☐ Include new positions
- ☐ Revise disclosure categories
- ☒ Revise the titles of existing positions
- ☐ Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- ☒ Other *(describe)* Update the campaign contribution amount to \$500 and designate the FPPC as the filing officer for Form 700 (not 730).

☐ **The code is currently under review by the code reviewing body.**

☐ **No amendment is required.** (If your code is over five years old, amendments may be necessary.)

Verification (to be completed if no amendment is required)

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.

August 6, 2026

Signature of Chief Executive Officer

Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2026**, or by the date specified by your agency, if earlier, to:

(PLACE RETURN ADDRESS OF CODE REVIEWING BODY HERE)

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

THURSDAY KEYNOTE LUNCHEON

SENATE MAJORITY LEADER

ANGELIQUE ASHBY

CA STATE SENATOR • 8TH DISTRICT



Don't miss this opportunity to hear from California State Senate Majority Leader Angelique Ashby. With experience at both the local and state levels, Senator Ashby will discuss the issues shaping California's future, the priorities emerging from the Capitol, and what they mean for local governments and LAFCOs.

JOIN US FOR THE 2026

CALAFCO ANNUAL CONFERENCE

WEDNESDAY – FRIDAY, OCTOBER 21 – 23, 2026
Sheraton Grand Sacramento Hotel ♦ 11230 J St., Sacramento

CALIFORNIA'S PREMIER CONFERENCE FOR LAFCO AND LOCAL GOVERNMENT LEADERS The challenges facing California's communities are evolving, and so is the role of local government. Join colleagues from across the state to exchange ideas, share experiences, and prepare for what's next.

FEATURED SESSIONS

Hear from respected practitioners and subject matter experts on the issues that matter most to LAFCOs and the communities they serve.

 **AI and Local Government** – Artificial intelligence is rapidly entering local government. Discover practical applications, emerging risks, and the governance questions every public agency should be prepared to answer.

 **Fire Services Under Pressure** – Fire protection continues to evolve in communities across California. Examine the trends shaping the future of fire service and how LAFCOs can help communities evaluate options before challenges become crises.

 **Legislative Update** – Hear directly from legislative leaders about the issues shaping local government in Sacramento and what they could mean for LAFCOs and the communities they serve.

 **Beyond Growth: What's Next for LAFCO?** – California's communities are changing. Explore how shifting demographics, aging infrastructure, and evolving service needs are reshaping LAFCO's role in the years ahead.

 **What Your Reports Are Really Saying** – Every report tells a story. Learn how to recognize emerging issues, ask better questions, and turn technical reports into better-informed decisions.

 **Housing, Agriculture & Infrastructure** – When communities face competing priorities, there are rarely easy answers. Hear how LAFCOs and local agencies balance housing needs, agricultural preservation, infrastructure, and long-term community goals.

PRE-CONFERENCE ACTIVITIES

MOBILE WORKSHOP: Beneath the Streets of Old Sacramento: How Flood Protection Shaped a Capital City. Go beneath the streets of historic Old Sacramento to discover the city's hidden history, then explore how reclamation districts, levees, and regional flood management continue to shape land use, development, and community resilience throughout the Sacramento region. This unique behind-the-scenes experience offers a fascinating look at how history, infrastructure, and planning continue to influence California's Capital City.

Space is limited to 50 participants. The tour includes approximately one-half mile of walking over uneven surfaces, stairs, darkly lit areas, tight spaces, and low doorways, and may not be suitable for individuals with mobility limitations.

LAFCO 101 GAME SHOW: Whether you're new to LAFCO or looking for a refresher, test your knowledge in this interactive and entertaining introduction to LAFCO fundamentals.

REGISTRATION IS NOW OPEN! To register, please scan the code or visit <https://qrco.de/bgBkrL>



CALAFCO, 1451 River Park Drive, Suite 185, Sacramento, CA 95815-4520
Phone: (916) 442-6536 | Email: info@calafco.org | www.calafco.org



For hotel reservations, scan the QR code or visit: <https://qrco.de/bguu9A> and receive the discounted event group rate of **\$259 per night.** (excludes taxes, fees and parking).



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BOOK BEFORE SEPTEMBER 23, 2026

CERTIFICATE OF APPRECIATION

Presented on the 6th Day of August 2026 to:

JOHN LOUDON

The Colusa Local Agency Formation Commission does hereby recognize the dedication of Mr. Loudon as both the Regular and Alternate County Member of the Commission from January 8, 2015 to December 31, 2020, serving as Vice-Chair in FY 2018-19 and Chair in FY 2019-2020, and the Alternate Public Member of the Commission from April 1, 2021 to July 9, 2026. The Commission does hereby express appreciation to Mr. Loudon for his distinguished service and lasting contribution to LAFCo.

Katherine Dunlap
Commission Chair

11.25
Years

Janice Bell
Vice-Chair



July 21, 2026

Larkyn Feiler
Executive Officer
Local Agency Formation Commission of Colusa
PO Box 348,
Yuba City, California 95991

Re: President's Special Acknowledgement Award – Property/Liability Program

Dear Larkyn,

On behalf of SDRMA Board of Directors and staff, it is my great pleasure to extend our congratulations to you, your governing body at Local Agency Formation Commission of Colusa management, and staff on achieving no paid claims for the Property/Liability Program years 2021-2026. A paid claim for the purposes of this recognition represents the first payment on an open claim during the prior program year and excludes property claims.

As a symbol of our appreciation and acknowledgment of your exceptional performance, we are pleased to present Local Agency Formation Commission of Colusa with the *President's Special Acknowledgement Award*, representing your outstanding achievement. In addition to this annual recognition, members with no paid claims receive the following, all resulting in a reduction to their annual contribution amount:

- earned one credit incentive point (CIP) for the 2025-26 program year
- for the prior five consecutive program years earned three additional bonus CIPs

This accomplishment is a testament to your agency's commitment to risk management excellence and a culture of safety and proactive governance. By consistently prioritizing risk management and fostering an environment where safety is essential, your agency has set a standard of excellence that is truly commendable.

Your commitment to safety and continuous improvement helps inspire and encourage fellow SDRMA members, and we are proud to partner with Local Agency Formation Commission of Colusa as part of our SDRMA community.

Once again, congratulations on this achievement. Please do not hesitate to reach out if there is anything we can do to support your continued success.

Sincerely,

Robert J. Swan, President
Board of Directors
Special District Risk Management Authority





President's Special Acknowledgement Award

The President of the Special District Risk Management Authority

Hereby gives special recognition to

Local Agency Formation Commission of Colusa

The President's Special Acknowledgement Award is to recognize members with no "paid" claims during the prior five consecutive program years in the Property/Liability Program. A "paid" claim for the purposes of this recognition represents the first payment on an open claim during that same period and excludes property claims. Congratulations on your excellent claims record!

A handwritten signature in blue ink, reading 'Robert J. Swan', is positioned above a horizontal line.

Robert J. Swan, SDRMA Board President

7/14/2026

Date