

**COLUSA LOCAL AGENCY FORMATION COMMISSION  
(LAFCO)**

**MUNICIPAL SERVICE REVIEW (MSR)  
AND  
SPHERE OF INFLUENCE (SOI)**

**FOR**

**COLUSA COUNTY RESOURCE  
CONSERVATION DISTRICT (CCRCD)**

***Adopted December 4, 2014***

***Resolution 2014-0008 Municipal Service Review***

***Resolution 2014-0009 Sphere of Influence***

**TABLE OF CONTENTS**

<b>1</b>	<b>INTRODUCTION</b>	<b>1</b>
1.1	LAFCO Background	1
1.2	Municipal Services Review Requirements	1
1.3	Municipal Services Review Process	2
1.4	Resource Conservation Districts	2
1.4.1	Background of Resource Conservation Districts	2
1.4.2	Possible Programs for Resource Conservation Districts	3
<b>2</b>	<b>SETTING</b>	<b>5</b>
2.1	Colusa County Background	5
2.2	Colusa County Population Data	6
2.3	Colusa County Agriculture	6
<b>3</b>	<b>COLUSA COUNTY RESOURCE CONSERVATION DISTRICT</b>	<b>8</b>
3.1	Colusa County RCD Background	8
3.1.1	Colusa County RCD History	8
3.1.2	Colusa County RCD Purpose	8
	A. Mission Statement	8
	B. Goal	8
	C. Priorities	9
3.1.3	Colusa County RCD Contact Information	10
3.1.4	Colusa County RCD Board of Directors	10
3.1.5	Colusa County RCD Staff	11
3.2	Colusa County RCD Partners and Projects	12
3.2.1	Colusa County RCD Partners	12
3.2.2	Colusa County RCD Equipment	14
3.2.3	Colusa County RCD Grant Projects	14
	A. Sand and Salt Creek Watersheds near Arbuckle	14
	B. Bear Creek Watershed	15
	C. Mendocino National Forest Area	15
	D. Natural Resource Educational Grants	15
	E. Colusa Basin Watershed Grants	17
3.2.4	Awards	18
3.3	Finances	19
3.3.1	Financial Background	19
3.3.2	Budget	19
3.3.3	Audit	21
<b>4</b>	<b>COLUSA COUNTY RCD MUNICIPAL SERVICE REVIEW</b>	<b>23</b>
4.1	Growth and Population Projections for the Colusa County Area	24
4.1.1	Colusa County Area Population Projections	24
4.1.2	MSR Determinations on Growth and Population Projections for the Colusa County Area	24
4.2	Location and Characteristics of any Disadvantaged Unincorporated Communities (DUC) within or Contiguous to the SOI	24
4.2.1	Colusa County Area Disadvantaged Unincorporated Community Status	24
4.2.2	MSR Determination on Colusa County Area Disadvantaged Unincorporated Community Status	25
4.3	Capacity and Infrastructure	25
4.3.1	Colusa County RCD Infrastructure	25
4.3.2	MSR Determinations on Infrastructure for Colusa County RCD	25

4.4	Financial Ability to Provide Services . . . . .	26
4.4.1	Financial Considerations for Colusa County RCD . . . . .	26
4.4.2	MSR Determinations on Financing for Colusa County RCD . . . . .	26
4.5	Opportunities for Shared Facilities . . . . .	26
4.5.1	Colusa County RCD Facilities . . . . .	26
4.5.2	MSR Determinations on Shared Facilities for Colusa County RCD. . . . .	26
4.6	Accountability for Community Service Needs, Government Structure and Operational Efficiencies . . . . .	27
4.6.1	Colusa County RCD Government Structure . . . . .	27
4.6.2	MSR Determinations on Local Accountability and Governance for Colusa County RCD . . . . .	27
<b>5</b>	<b>COLUSA COUNTY RESOURCE CONSERVATION DISTRICT</b>	
	<b>SPHERE OF INFLUENCE . . . . .</b>	<b>28</b>
5.1	SOI Requirements . . . . .	28
5.1.1	LAFCO's Responsibilities . . . . .	28
5.1.2	SOI Determinations . . . . .	29
5.1.3	Possible Approaches to the SOI . . . . .	29
5.1.4	SOI Update Process . . . . .	30
5.1.5	SOI Amendments and CEQA . . . . .	31
5.1.6	Recommendation for Colusa County RCD Sphere of Influence . . . . .	31
5.2	Present and Planned Land Uses in the Colusa County RCD Area, Including Agricultural and Open Space Lands . . . . .	32
5.2.1	Colusa County General Plan for SOI Area . . . . .	32
5.2.2	SOI Determinations on Present and Planned Land Use for Colusa County RCD Area . . . . .	32
5.3	Municipal Services—Present and Probable Need . . . . .	32
5.3.1	Municipal Service Background . . . . .	32
5.3.2	SOI Determinations on Facilities and Services Present and Probable Need for Colusa County RCD . . . . .	32
5.4	Public Facilities Present and Future Capacity for Colusa County RCD . . . . .	33
5.4.1	Capacity Background . . . . .	33
5.4.2	SOI Determinations on Public Facilities Present and Future Capacity for . . . . .	33
5.5	Social or Economic Communities of Interest . . . . .	33
5.5.1	Colusa County Community Background . . . . .	33
5.5.2	SOI Determinations on Social or Economic Communities of Interest for Colusa County RCD . . . . .	33
5.6	Disadvantaged Unincorporated Community Status . . . . .	33
5.6.1	Disadvantaged Unincorporated Communities in Colusa County . . . . .	34
5.6.2	SOI Determinations on Disadvantaged Unincorporated Community Status . . . . .	34
<b>APPENDIX A</b>	<b>COLUSA COUNTY RCD, 2008-2013 LONG RANGE PLAN . . . . .</b>	<b>35</b>
<b>APPENDIX B</b>	<b>COLUSA COUNTY RESOURCE CONSERVATION DISTRICT</b>	
	<b>ADMINISTRATIVE POLICY . . . . .</b>	<b>45</b>
<b>APPENDIX C</b>	<b>COLUSA COUNTY RESOURCE CONSERVATION DISTRICT</b>	
	<b>POLICIES AND PROCEDURES . . . . .</b>	<b>45</b>
	<b>ABBREVIATIONS . . . . .</b>	<b>46</b>
	<b>DEFINITIONS . . . . .</b>	<b>48</b>
	<b>REFERENCES . . . . .</b>	<b>49</b>
	<b>PREPARERS . . . . .</b>	<b>50</b>

## **1 INTRODUCTION**

### **1.1 LAFCO Background**

This report is prepared pursuant to legislation enacted in 2000 that requires LAFCO to conduct a comprehensive review of municipal service delivery and update the spheres of influence (SOIs) of all agencies under LAFCO's jurisdiction.

LAFCO was formed as a countywide agency to discourage urban sprawl and to encourage the orderly formation and development of local government agencies. LAFCO is responsible for coordinating logical and timely changes in local governmental boundaries; including annexations and detachments of territory, incorporations of cities, formations of special districts, and consolidations, mergers and dissolutions of districts, as well as reviewing ways to reorganize, simplify, and streamline governmental structure.

The Commission's efforts are focused on ensuring that services are provided efficiently and economically while agricultural and open-space lands are protected. To better inform itself and the community as it seeks to exercise its charge and to comply with the State Law; Colusa LAFCO conducts service reviews to evaluate the provision of municipal services within Colusa County.

LAFCO regulates, through approval, denial, conditions and modification, boundary changes proposed by public agencies or individuals. It also regulates the extension of public services by cities and special districts outside their boundaries. LAFCO is empowered to initiate updates to the SOIs and proposals involving the dissolution or consolidation of special districts, mergers, establishment of subsidiary districts, and any reorganization including such actions. Otherwise, LAFCO actions must originate as petitions or resolutions from affected voters, landowners, cities or special districts.

### **1.2 Municipal Services Review Requirements**

Effective January 1, 2008, Government Code §56430 requires LAFCO to conduct a review of municipal services provided in the county by region, sub-region or other designated geographic area, as appropriate, for the service or services to be reviewed, and prepare a written statement of determination with respect to each of the following six topics:

1. Growth and population projections for the affected area
2. The location and characteristics of any disadvantaged unincorporated communities (DUC) within or contiguous to the sphere of influence
3. Present and planned capacity of public facilities and adequacy of public services, including infrastructure needs or deficiencies
4. Financial ability of agencies to provide services
5. Status of, and opportunities for shared facilities
6. Accountability for community service needs, including governmental structure and operational efficiencies

### **1.3 Municipal Services Review Process**

For local agencies, the MSR process involves the following steps:

- Outreach: LAFCO outreach and explanation of the project
- Data Discovery: provide documents and respond to LAFCO questions
- Map Review: review and comment on LAFCO draft map of the agency's boundary and sphere of influence
- Profile Review: internal review and comment on LAFCO draft profile of the agency
- Public Review Draft MSR: review and comment on LAFCO draft MSR
- LAFCO Hearing: attend and provide public comments on MSR

MSRs are exempt from California Environmental Quality Act (CEQA) pursuant to §15262 (feasibility or planning studies) or §15306 (information collection) of the CEQA Guidelines. LAFCO's actions to adopt MSR determinations are not considered "projects" subject to CEQA. The MSR process does not require LAFCO to initiate changes of organization based on service review findings, only that LAFCO identify potential government structure options.

However, LAFCO, other local agencies, and the public may subsequently use the determinations to analyze prospective changes of organization or reorganization or to establish or amend SOIs. Within its legal authorization, LAFCO may act with respect to a recommended change of organization or reorganization on its own initiative (e.g., certain types of consolidations), or in response to a proposal (i.e., initiated by resolution or petition by landowners or registered voters).

Once LAFCO has adopted the MSR determinations, it must update the SOI for each jurisdiction. The LAFCO Commission determines and adopts the spheres of influence for each agency. A CEQA determination is made by LAFCO on a case-by-case basis for each sphere of influence action and each change of organization, once the proposed project characteristics are sufficiently identified to assess environmental impacts.

### **1.4 Resource Conservation Districts**

#### **1.4.1 Background of Resource Conservation Districts**

Soil Conservation Districts, now known as Resource Conservation Districts (RCDs), were formed in the 1930's after the unparalleled ecological disaster known as the Dust Bowl. They were created to serve as the local liaisons between the USDA Natural Resources Conservation Service (formerly known as the Soil Conservation Service) and local landowners.

Division 9 of the California Public Resources Code defines the basic framework for the organization, operation, and roles and responsibilities of RCDs and the Board of Directors that govern them.

Today, RCDs are also challenged with greater diversity as the management of whole watersheds assumes a higher level of priority in resource conservation goals. RCD's work is in coordination with other local, state and federal agencies to apply a broad range of solutions to resource problems. At the present time almost every county in the United States is included in the boundaries of a conservation district, there are currently 102 resource conservation districts in California.<sup>1</sup>

#### **1.4.2 Possible Programs for Resource Conservation Districts**

The following is a list of possible programs that Resource Conservation Districts can develop:

1. Soil Surveys

With a physical inventory of the soil, its capabilities for maximum production and its limitations will be known and available to all district farmers. Lands suitable for certain crops and unsuitable for others will be shown, as well as conservation farming practices that should be employed to overcome any limitations such as shallow soil, high water table, alkali soil or other factors.

2. Land Leveling Studies

Conservation engineering surveys and designs will permit more efficient use of irrigation water as well as promote greater efficiency in the application of water.

3. Farm and Ranch Runoff Control

Recommendations and designs for diversion ditches, check dams, and improvement of water ways will control runoff and reduce erosion and silting damage.

4. Water Conservation

Conservation designs and construction supervision of small dams, diversions and percolating systems will detain flood waters and help to build up the underground water sources.

5. Flood Control

Cooperative work with public agencies and districts on flood control, if and when such a program is authorized, will protect the interests of local people and accomplish vast community improvements. A coordinated program of watershed protection and flood prevention designed to facilitate cooperation under authority of the local district organization in Public Law 566 (83<sup>rd</sup> Congress) is available under qualified applications.

6. Drainage

Conservation designs and recommendations for sub-surface drainage will remove underground waters in areas needing such work, to depths where root

---

<sup>1</sup> Colusa County RCD, <http://colusarcld.org/index.php>, March 18, 2014

zones for crops will be increased as well as improving the conditions of surface wet spots in fields and other areas.

**7. Range and Pasture Improvement**

Encouragement of establishment of better range grasses, water development, and improvement of range conditions will increase beef production, control erosion, and reduce runoff.

**8. Cropland and Orchards**

Recommendations for cover crops on sloping lands, rotations where possible and practical, and improved land management will increase production, control runoff, and reduce erosion.

**9. Conservation Farm and Ranch Plans**

Cooperative work providing guidance and assistance to farmers, ranchers, and landowners will make available the latest technical information on soils, irrigation, land use, drainage, soil and water conservation and flood control applications in developing individual and/or group plans. Objectives are to secure increased farm enterprise efficiency and economy in operations.

The (Resource Conservation) District will provide each farmer-rancher-cooperator at his request with technical assistance in the development and preparation of a Conservation Farm or Ranch Plan. This Plan brings together all of the soil, land and water resource information of all agencies assisting the District to provide basic information for improved farm and ranch management practices.

The Farm Conservation Plan is based upon detailed soil and land capability surveys and inventories of each acre of each individual farm, or ranch. This information provides a comprehensive basis for development by the farmer, or rancher, with the help of District technical assistance, of the Farm or Ranch Conservation Plan. The Conservation Plan is specifically tailored to meet the management and operations needs of the individual farmer or rancher seeking assistance.

**10. Irrigation**

In addition to determination of irrigation needs, including design of new irrigation systems and rehabilitation of old systems in connection with the development of the Farm Conservation Plan, the District may also provide on-site assistance to help the individual farmer-cooperator to obtain more efficient use of his irrigation water. This will include methods of irrigation desirable to satisfy water requirements of crops and pastures and efficiently utilize available irrigation and water supplies.

**11. Cooperation**

Contacts and negotiations with other agencies will accelerate proposed long-term projects for community betterment. Cooperation between farmers on problems

will make for better and more prosperous living and result in the establishment of a permanent agriculture with maximum production.

## **2 SETTING**

### **2.1 Colusa County Background**

Colusa County is one of the original counties of California, created in 1850 at the time of statehood. Parts of the county's territory were given to Tehama County in 1856 and to Glenn County in 1891.

The county was named after the 1844 Rancho Colus Mexican land grant to John Bidwell. The name of the county in the original state legislative act of 1850 was spelled *Colusi*, and often in newspapers was spelled *Coluse*. The word is derived from the name of a Native American tribe living on the west side of the Sacramento River.

There are two incorporated cities in Colusa County: Colusa and Williams. There are seven census-designated places within the County: Arbuckle, College City, Grimes, Lodoga, Maxwell, Princeton and Stonyford. As of the 2010 census, the Colusa County population was 21,419.

Colusa County has a land mass of 1150 square miles, with only 6 square miles of water. Most of the valley is good crop land, while the foothills are largely used for grazing or recreation. The western portion of the county is defined by the Coastal Mountain Range.

Agriculture is a vital component of the local economy. The major crops are rice, almonds, and processing tomatoes. The University of California Cooperative Extension (UCCE) has a Colusa County office and manages the Nickels Soil Laboratory in Arbuckle. This is a resource that most county cooperative extension offices do not have, but it has provided important applied research and extension opportunities for the tree crops programs throughout the State.<sup>2</sup>

There are five national protected areas within Colusa County as follows:

- Butte Sink National Wildlife Refuge (part)
- Colusa National Wildlife Refuge
- Delevan National Wildlife Refuge
- Mendocino National Forest (part)
- Sacramento National Wildlife Refuge (Part)

---

<sup>2</sup> UC Cooperative Extension, <http://cecolusa.ucanr.edu/>, March 18, 2014.



## 2.2 Colusa County Population Data

The age distribution within the Colusa County population is not too different from that of the State of California:<sup>3</sup>

Age Group	Colusa County	California
Persons under 5 years, percent, 2012	8.4%	6.7%
Persons under 18 years, percent, 2012	29.4%	24.3%
Persons 65 years and over, percent, 2012	12.2%	12.1%

However, the education levels in Colusa County are significantly lower than for the State of California as shown below.<sup>4</sup>

Education Level	Colusa County	California
High school graduate or higher, percent of persons age 25+, 2008-2012	69.5%	81.0%
Bachelor's degree or higher, percent of persons age 25+, 2008-2012	13.5%	30.5%

Even though the Median Household Income for Colusa County is lower than that for the State of California, the poverty level is similar.<sup>5</sup> The income level for a Disadvantaged Unincorporated Community is 80% of the State Median Household Income which would be \$49,120 so Colusa County as a whole is not considered “disadvantaged”. There may be communities within Colusa County which would qualify as Disadvantaged Unincorporated Communities (DUCs).

Income and Poverty	Colusa County	California
Median household income, 2008-2012	\$52,165	\$61,400
Persons below poverty level, percent, 2008-2012	15.2%	15.3%

## 2.3 Colusa County Agriculture

The Colusa County Department of Agriculture Annual Crop Report 2012 states the following:

*Agriculture continues to be Colusa County’s major producing industry. The 2012 gross production for agriculture was \$711,592,000. This was an increase of approximately 8% when compared to the 2011 value of \$657,735,000. The 2012 crop is the highest value on record for Colusa County.*

<sup>3</sup> US Census Bureau, <http://quickfacts.census.gov/qfd/states/06/06011.html>, March 20, 2014

<sup>4</sup> US Census Bureau, <http://quickfacts.census.gov/qfd/states/06/06011.html>, March 20, 2014

<sup>5</sup> US Census Bureau, <http://quickfacts.census.gov/qfd/states/06/06011.html>, March 20, 2014

*Rice continues to be the number one crop in both acreage and gross return in Colusa County. The overall yield and price for rice remained stable in comparison to the previous year. Walnut and Almond orchards plantings have increased over the past years and significant acreage of these two crops are coming into production at a time when prices are increasing. The combination of these two crops alone account for an increase of over 55 million in gross receipts for the 2012 crop year in Colusa County.*

The ten leading farm commodities in Colusa County for 2012 were as follows:<sup>6</sup>

1.	Rice	\$245,111,000
2.	Almonds-Meats	\$176,024,000
3.	Tomatoes-Processing	\$41,481,000
4.	Bearing Walnuts-English	\$36,920,000
5.	Rice-Seed	\$27,463,000
6.	Hay-Alfalfa	\$15,489,000
7.	Cattle and Calves	\$15,015,000
8.	Wine Grapes	\$14,983,000
9.	Pollination	\$12,089,000
10.	Sunflower-Seed	\$11,442,000

---

<sup>6</sup> Colusa County Department of Agriculture Annual Crop Report, 2012, Joseph J. Damiano, Agricultural Commissioner, 100 Sunrise Blvd. Suite F, Colusa CA 95932, Phone: 530-458-0580.

### **3 COLUSA COUNTY RESOURCE CONSERVATION DISTRICT**

#### **3.1 Colusa County RCD Background**

##### **3.1.1 Colusa County RCD History**

Originally Colusa County had two Resource Conservation Districts that were voluntarily organized by landowners. The Stonyford Resource Conservation District (Western portion of Colusa County) was formed in 1956 and the Colusa Resource Conservation District (Eastern Colusa County) was organized in 1959. In 1996 the two separate districts merged to better serve the needs of Colusa County, becoming the Colusa County RCD (CCRCD). The USDA Natural Resource Conservation Service provides technical assistance for the District's projects.<sup>7</sup>

##### **3.1.2 Colusa County RCD Purpose**

The following presentation of the mission statement, goal and priorities for the Colusa County RCD show that the CCRCD is dedicated to bringing people together to solve ecological and agricultural problems.

###### **A. Mission Statement**

The Mission Statement for the Colusa County RCD as shown in the Long Range Plan is as follows:<sup>8</sup>

*The mission of the CCRCD is to protect, conserve, and restore natural resources through locally led education and implementation activities that support a healthy environment and provides economic sustainability through wise land use.*

The Long Range Plan is shown at the end of this report in Appendix A.

###### **B. Goals and Objectives**

The Long Range Plan identifies natural resources priorities in the District and defines goals, objectives and actions necessary to address the priorities. The completion of all stated work in the Long Range Plan is conditioned upon the CCRCD securing and maintaining adequate funding sources to support staff and the implementation of conservation practices. The natural resource priorities with their corresponding goals and objectives are listed below.

<b>PRIORITY: Water Quality and Quantity</b>
---

**GOAL: Clean and Abundant Surface water and Groundwater for all Beneficial Uses in Colusa County**

**Objective 1: Reduce sediment, nutrient and pesticide runoff into waterways**

<sup>7</sup> Colusa County RCD, <http://colusarc.org/nodes/aboutus/>, March 18, 2014.

<sup>8</sup> Colusa County RCD, 2014-2018 Long Range Plan, Page 2.

- Objective 2: Implement practices that address drought conditions and promote practices that increase irrigation efficiency**
- Objective 3: Encourage practices that protect groundwater supplies and groundwater quality**
- Objective 4: Promote Off-Stream Storage**
- Objective 5: Encourage practices that slow flows and detain water in the upper watershed**

**PRIORITY: VEGETATION QUALITY**

**GOAL: Healthy Forest, Grazing, Farm Border, and Riparian Vegetation**

- Objective 1: Reduce Invasive Species**
- Objective 2: Focus wildlife habitat restoration on marginal agricultural lands**
- Objective 3: Promote the implementation of hedgerows and cover crops**
- Objective 4: Implement fuel reduction practices in the forest lands**
- Objective 5: Encourage conservation grazing practices**
- Objective 6: Encourage the utilization of native plants whenever possible**

**PRIORITY: SOIL QUALITY**

**GOAL: Healthy Productive Soil that Sustains Agriculture**

- Objective 1: Increase residual plant matter in the soil**
- Objective 2: Protect soil by reducing erosion**

**PRIORITY: AIR QUALITY**

**GOAL: Meet California Clean Air Standards**

- Objective 1: Promote renewable energy**
- Objective 2: Reduce CO2 and pollutants**

**PRIORITY: SUSTAINABLE AGRICULTURE**

**GOAL: Keep Agriculture Sustainable in Colusa County**

- Objective 1: Assist landowners with regulations**
- Objective 2: Promote the environmental benefits provided by agriculture**
- Objective 3: Promote Ag/Conservation Easements**
- Objective 4: Protect prime agricultural lands**
- Objective 5: Explore and promote use of agricultural by-products**

**PRIORITY: NATURAL RESOURCE EDUCATIONAL PROGRAMS**

**GOAL: Well Rounded Natural Resource Educational Programs and Outreach throughout the District**

- Objective 1: Provide Farmer/Landowner/Stakeholder Educational Outreach
- Objective 2: Provide Youth Educational Outreach
- Objective 3: Provide Community Outreach

**PRIORITY: LOCALLY LED NATURAL RESOURCES MANAGEMENT**

**GOAL: Natural Resource Management Driven by Local Needs Facilitated by a strong and viable Resource Conservation District**

- Objective 1: CCRCD maintains good business practices that exceed the minimum requirements of California Resource Conservation Districts
- Objective 2: Secure and retain knowledgeable staff to address the natural resource priorities in the District
- Objective 3: Promote the good work of the CCRCD
- Objective 4: Maintain an active and engaged Board of Directors and encourage associate directors
- Objective 5: Maintain strong partnerships

**3.1.3 Colusa County RCD Contact Information**

Contact information for the Colusa County RCD is as follows:

Chairperson: Ben Felt-Board President (as of 1/21/2014), 1009 Parkhill St., Colusa, CA 95932 Phone: (530)458-632-4725

Executive Director: Patti Turner, 100 Sunrise Blvd., Suite B, Colusa, CA 95932  
Phone: 530-458-2931x101 Email: patti.turner@ca.nacdnet.net

**3.1.4 Colusa County RCD Board of Directors**

The District is governed by a seven-member board that is made up of local landowners and managers that are familiar with the needs and conditions of Colusa County. The Directors serve without pay and are appointed to four year terms of office (in lieu of election) by the Colusa County Board of Supervisors. The purpose of the Board is to identify resource concerns within Colusa County, representing soil, water, and wildlife conservation interests of rural landowners and managers requesting assistance.

<u>DIRECTORS</u>	<u>Term Expires</u>
Jay Dee Garr	12/2/2016
Bob Alvernaz	12/5/2018
Kim Gallagher	12/2/2016
Beth Nall	12/2/2016
Gil Ramos	12/2/2016
Tom Hickok	12/5/2018
Ben Felt	12/5/2018

ASSOCIATE DIRECTORS

Jim LaGrande Appointed 1/22/2014

The Colusa County RCD Board normally meets the third Tuesday of the month at 5:00 pm in the Colusa Industrial Park Conference Room, 100 Sunrise Blvd., Colusa, CA 95932. Meeting date, time and/or location may be changed occasionally under certain circumstances such as, holiday avoidance, unable to reserve the conference room, knowing in advance we will not be able to obtain a quorum. The Colusa County RCD Administrative Policy is shown in Appendix B at the end of this report. The Policies and Procedures List is shown in Appendix C at the end of this report.

### **3.1.5 Colusa County RCD Staff**

The Colusa County RCD provided the following information about the District Staff:<sup>9</sup>

*Patti Turner: Executive Director, paid, part time, runs the day to day activities of the District, financial management, policy updates, document management, grant writing and administration, employee supervision, and payroll management. Turner has been employed at the CCRCD since 1997 working her way up from Office Help to the Executive Director. She has gained on-the-job experience, attended training, used experience gained from running her own business, being a self-employed real estate agent and working in retail sales. She majored in fine arts in college.*

*Mary Fahey: Project Manager, paid, part time, project management, website management, CCRCD newsletter, provides service to the County for watershed management/groundwater management under contract between the CCRCD and Colusa County. Fahey has gained on the job experience and brought knowledge she has gained through many years of implementing conservation projects on her own property and direct marketing her agricultural produce. Mary is a graphic designer by trade and excellent website designer and manager.*

*Liz Harper: Conservation Technician, paid, part time. Liz provides on-the-ground conservation work to fulfill the duties defined in contracts between the CCRCD and a local family trust and Audubon of California. Liz continues to work in the agricultural field along with her part-time position with the CCRCD. She has past and current experience in managing vegetation to complete her assigned tasks at the RCD.*

The Colusa County RCD has a 45-page Employee Handbook so the employees and the Board can be clear on all policies and procedures regarding the employees.<sup>10</sup> The Colusa County RCD is fortunate to have a qualified and dedicated staff willing to work on a part-time basis.

---

<sup>9</sup> Colusa County RCD, Colusa LAFCO Questionnaire, January 2014.

<sup>10</sup> Colusa County RCD, Employee Handbook, Adopted 5/12/10.

**3.2 Colusa County RCD Partners and Projects**

**3.2.1 Colusa County RCD Partners**

The CCRCD will partner with any entity that shared the common desire to protect and enhance natural resources and promote wise land use through agriculture. The following are entities that the Colusa County RCD has worked with during the past 10 years:

<b>PARTNER ORGANIZATION Other RCDs</b>	<b>COOPERATIVE ACTIVITY</b>
Natural Resources Conservation Service	Assist with Farm Bill Programs
California Association of Conservation Districts (CARCD)	Support actions to obtain baseline funding from State for all RCDs
CARCD Sacramento Valley Region	Participate in Regional efforts to manage natural resources and provide natural resource related education
Glenn County Resource Conservation District	Partnered on grant project to complete Watershed Assessment for the Colusa Basin Watershed and assist them as needed with waiver requirements. Joint applicants on a number of grant applications
Yolo County Resource Conservation District	Partnered on grant project to complete Watershed Assessment for the Colusa Basin Watershed. Served on Cache Creek Watershed Forum with them

<b>PARTNER ORGANIZATION Colusa County Departments</b>	<b>COOPERATIVE ACTIVITY</b>
Colusa County Department of Planning and Building	Review planned projects and give feedback when necessary
Colusa County Agriculture Department	Contract to assist with implementing the Colusa County Groundwater Plan
Colusa County State Fair Exhibit	Assisted with designing and building the County's Exhibit for the California State Fair to promote our local agriculture, natural resource best management practices, and wildlife in 2013, 2012, 2011 and 2010

**COLUSA LAFCO**  
**COLUSA COUNTY RESOURCE CONSERVATION DISTRICT**  
*MSR and SOI Adopted December 4, 2014*  
*Resolution 2014-0008 (MSR) Resolution 2014-0009 (SOI)*

<b>PARTNER-ORGANIZATION</b>	<b>COOPERATIVE ACTIVITY</b>
CAFF-Community Alliance with Family Farmers	Worked together on implementation grant to assist almond farmers
ULSIA-Upper Little Stony Inholder's Alliance	Obtained grants and assisted landowners with vegetation management to reduce hazardous fuel loads.
Audubon of California	Service agreement to provide assist in implementing and maintaining wildlife habitat on local farm
Center for Nutrition and Activity Promotion, CSU Chico	Assisting with Colusa County Grown Council
Sycamore Family Trust	Service contract to assist with maintenance of wildlife habitat planting.
Colusa Basin Drainage District	Partnered on grant project to complete Watershed Assessment for the Colusa Basin Watershed
44 <sup>th</sup> Agricultural Association	Serve on Farm Show Committee, provide exhibit each year at Farm Show to promote natural resources in some manner
Colusa County Farm Bureau	CCRCD are Farm Bureau Members, supply articles occasionally for mailings, report at meetings occasionally. FB has supported the CCRCD projects when requested.
Northern Sacramento Valley Integrated Regional Water Management Plan group	CCRCD served on the technical advisory committee that developed the plan at the request of the CC Board of Supervisors
Westside Integrated Regional Water Management Plan group	CCRCD served as the Colusa County representative in the group that developed the plan at the request of the CC Board of Supervisors. The CCRCD will continue to participate in the plans.
Colusa County Chamber of Commerce	Website design and maintenance
Glenn-Colusa Cattlewomen	Website design and maintenance
Field of Dreams	Past website design and maintenance
Colusa County Rotary	Assist with 5 <sup>th</sup> Street stairway landscape project design and obtaining levee encroachment permit.
BLM	Partnered on mercury clean-up planning grant in Bear Creek Watershed

All residents and landowners are eligible to receive services through the CCRCD as funding allows. In past years landowners have received financial and technical assistance to implement conservation practices. The CCRCD has participated in a number of events over the years to provide natural resource educational outreach. The CCRCD encourages the community to bring project ideas to them.



### 3.2.2 Colusa County RCD Equipment

The CCRCD's policy establishes fixed assets as being any item with a value of at least \$1,000 and an expected useful life of at least 3 years. The Colusa County RCD owns two Rice Straw Rollers.

*A rice straw roller is used to encourage decomposition of rice straw, a field management practice that also benefits local and regional wildlife. There are a number of approaches to getting rid of the large amounts of straw left after a rice harvest, but this method is one of the best for providing habitat for migrating waterfowl and shorebirds. The advantage to this method is that, besides putting the straw in contact with the soil so that breakdown can begin, it leaves the grain that typically spills out of a harvester on the soil surface for waterfowl to feed on during the winter.*

*The hollow cage roller is designed to be pulled through a shallowly flooded (about 4 inches) harvested rice field to mix the straw with the mud and begin the decomposition process. The best straw decomposition occurs if rolling is done right after harvest. This takes advantage of the warmer temperatures in the early fall, and water for re-flooding is also more easily available.<sup>11</sup>*

### 3.2.3 Colusa County RCD Grant Projects

Colusa County RCD projects focus on the protection, improvement and enhancement of natural resources including planning, implementation and education.

#### A. Sand and Salt Creek Watersheds near Arbuckle

1995-2007, The CCRCD received and administered the following grants to implement conservation practices to address major erosion problems in the Sand and Salt Creek Watershed area around Arbuckle.

Water Quality Control Board 319, Sand and Salt Creek Watershed Project	\$426,000
CALFED- Sand and Salt Creek Watershed Project	\$599,000
CALFED Colusa Basin Watershed Project	\$492,500

2007-319 grant in the amount of \$1,000,000 awarded to the Community Alliance of Family Farmers to implement conservation practices in almond orchards in the Arbuckle area. The CCRCD was a full partner in this grant providing landowner outreach and implementing conservation practices.

---

<sup>11</sup> <http://www.davisenterprise.com/local-news/ag-environment/rice-straw-roller-available-through-yolo-county-resource-conservation-district/>, March 21, 2104.

B. Bear Creek Watershed

In 2004 the CCRCD received a CALFED grant in the amount of \$127,317 to hire a Watershed Coordinator for the Bear Creek Watershed. The District sub-contracted with UC Davis for the expertise of Craig Thompson who had been working in the watershed for most of his career.

The CCRCD received a DOC Watershed Coordinator Grant in 2007 for \$168,345 for Thompson to continue his good work in the watershed. In 2011 The CCRCD received a 319 grant in the amount of \$78,000 to complete site characterization and implementation feasibility assessment, remediation design and engineering design to address mercury-enriched sediments in Bear Creek and Cache Creek. A majority of the funding went to hiring a consultant to complete the work and BLM supplied in-kind match.

A brief description of the Bear Creek Watershed is shown below:

*Bear Creek watershed encompasses 103 square miles at the interface of the North Coast Range on the west side of the Sacramento River Valley in Colusa County. The watershed has varied terrain, from the nearly flat Bear Valley floor to steep, highly dissected canyons at the northwest, west, and southeast edges of the watershed. A series of rolling hills of blue oak woodland form the east boundary. Although the watershed is sparsely populated today, people over the past 150 years have transformed large portions of the landscape, particularly in Bear Valley and in Sulphur Creek subwatershed. Mercury mining, cattle ranching, and hot springs resorts have been the mainstays of the economic life of the watershed.*

*The watershed is rural in character, with 55 % private lands and 45 % public lands. Existing county and federal land management plans aim to maintain the rural environment and natural character of the watershed, while sustaining traditional economic livelihoods. Public lands emphasize recreation opportunities and conservation of biological diversity as well. Several ranches in the watershed have conservation easements which further protect the natural landscape.<sup>12</sup>*

C. Mendocino National Forest Area

Over the past years the CCRCD has received a number of State and Federal grants to address dangerous fuel loads on private lands within the Mendocino National Forest. These projects included the following:

---

<sup>12</sup> US Department of the Interior, Bureau of Land Management, California State Office Sacramento, CA in partnership with Colusa County Resource Conservation District Colusa, CA Bear Creek Watershed Assessment FINAL 7 June 2010, Pages xv-xvi.

- 1996 US Forest Service grant \$10,000 to develop a Coordinated Resource Management Plan for the Upper Little Stony Inholder's Alliance (ULSIA)
- 1997 CDF-\$20,000 to assist with developing a non-industrial timber management plan for the area
- 1998 CDF- \$15,000, fuel load treatment Goat Mountain area
- 2002 Colusa County Title III Funds, \$10,000, to complete the NEPA process to fuel treatment
- 2002 National Fire Plan-\$73,245, vegetation management
- 2003 National Fire Plan-\$30,000, vegetation management
- 2004 NRCS-Cooperative Agreement to hire a Forester to assist with vegetation treatment
- 2010 US Forest Service grant in the amount of \$180,000 to assist ULSIA with fuels management
- 2012 received approval for Colusa County Title II Funds in the amount of \$7000 to complete CEQA for above project. Information is still being gathered to complete an RFP for the CEQA.

*D. Natural Resource Educational Grants*

The following list of natural resource educational grants were awarded to the Colusa County RCD:<sup>13</sup>

- 1999 CALFED \$13,000, to purchase watershed models and provide non-point source pollution education in local schools for a period of three years
- 2000 CA Conservation Fund, \$500, assisted a local school to remodel and repair the school greenhouse
- 2003 Sacramento River Watershed Program, \$500, received assistance to develop a website for the CCRCD
- 2003 USDA-NRCS \$22,000, received funding to help the NRCS with Farm Bill Programs
- 2006 CALFED-\$3500 Received scholarship for Turner to attend the Watershed Partnership Seminar

---

<sup>13</sup> Colusa County RCD, Colusa LAFCO Questionnaire, January 2014.

- 2007 Indian Gaming Special Distribution Fund-\$5000, received grant to create two booklets promoting conservation in Colusa County
- 2011 Farmers Market Promotion Program \$56,003-Funds to develop and launch the “Colusa County Grown” campaign
- 2013 Premier Mushroom, 2880 Niagara Avenue, Colusa CA Phone: (530) 458-2700, \$250, funds to enhance the Colusa County Grown Program
- 2014 Premier Mushroom \$250, funds to renew and maintain the Colusa County Grown website

Information on the Farmers Markets in 2013 is provided on the CCRCD website. The information will be updated as needed.

*All of our marketing materials have been printed, including the very popular Local Farm & Food Guide. All of our printed materials are being distributed to the public at the Arbuckle & Colusa Farmers Markets and at local businesses throughout the County.*

*Be sure to stop by and visit our two local weekly Farmers Markets this summer, where you can find a bounty of local goodies. The Colusa Certified Farmers Market is held every Monday evening from 4 pm to 7 pm and the Arbuckle Certified Farmers Market is held every Wednesday evening from 5 pm to 7 pm. At these Markets you can find local produce, eggs, flowers, olive oil, wine, cookies, nuts, handmade goods and more. The Markets run through August.<sup>14</sup>*

#### E. Colusa Basin Watershed Grants

The following list of Colusa Basin Watershed Grants were awarded to the Colusa County RCD:<sup>15</sup>

- 2006 DWR-\$399,808-To complete the Colusa Basin Watershed Assessment and limited streambank assessments. The grant also provided staff time to build partnerships in the watershed
- 2008 DOC-Colusa Basin Watershed-\$135,862-Watershed Coordinator program to complete the CBW Management Plan and build partnerships in the watershed
- 2009 Waste Management Board-Farm and Ranch Clean-Up grant-\$21,172, to clean up two sites that had illegal dump sites on them.

<sup>14</sup> Colusa County RCD, <http://colusarc.org/nodes/projects/ColusaCountyGrown.htm>, March 24, 2014.

<sup>15</sup> Colusa County RCD, Colusa LAFCO Questionnaire, January 2014.

The Colusa Basin Watershed Management Plan, December 2012, is available on the CCRCD website. The Colusa Basin Watershed Management Plan is summarized as follows:

*The Colusa Basin Watershed is located in Northern California and lies mainly in Colusa County, with portions of the watershed spanning areas of Glenn and Yolo Counties. The watershed extends from the Stony Creek Watershed in the north to the Cache Creek Watershed in the south and from the Sacramento River westward to the ridge crest of the Inner Coast Range foothills. The watershed covers approximately 1,045,445 acres (1,634 square miles) and drains into the Sacramento River at Knights Landing via the Colusa Basin Drain. The landscape is dominated by agricultural and rangeland activities, with less than 1% of the land being urbanized.*

*The Colusa County Resource Conservation District's (CCRCD) Watershed Coordinator, working under a Watershed Coordinator grant from the California Department of Conservation, has prepared this Colusa Basin Watershed Management Plan (Plan) as part of an ongoing effort by the CCRCD to address natural resource concerns in the Colusa Basin Watershed.*

*Although the CCRCD has always worked hard to protect, conserve and restore natural resources in the watershed, there has never been a plan in place to address these issues in an organized and comprehensive manner.*

*This Plan will eliminate the "random acts of conservation" that have occurred in the past and provide a framework to promote projects that serve multiple benefits throughout the watershed. This Plan is a non-regulatory, community-driven guide which addresses the concerns of a variety of stakeholders. This Plan is meant to be a user-friendly, living document with a clear set of management goals, objectives and achievable programs and projects to sustain and enhance watershed functions.*

*The CCRCD chose to take an integrated approach to management planning for the Colusa Basin Watershed, coordinating our efforts with other planning activities in and around the watershed so as not to duplicate planning efforts. Collaboration among a variety of agencies, organizations, and landowners was key to the development of this Plan.<sup>16</sup>*

### **3.2.4 Awards**

---

<sup>16</sup> Colusa County RCD, Colusa Basin Watershed Management Plan, December 2012, Executive Summary.

The CCRC and the District's employees have received a few awards and special recognition from the California Association of Resource Conservation Districts (CARCD) including the following:

- 2000 District of Merit Award,
- 2008 Special Service Award,
- 2012 Watershed Coordinator of the Year (Fahey),
- 2013 District Manager Award (Turner).

### 3.3 Finances

#### 3.3.1 **Financial Background**

Colusa County keeps all the CCRCD's funds except for \$1,400 petty cash checking with Umpqua Bank, and \$100 office petty cash box.

Revenue received other than grants:<sup>17</sup>

- Contribution from the Colusa County General Fund
- Interest earned on funds held with the Colusa County Treasurer
- Rental Fees from No-Till Drill (sold 1/7/2014) and two Rice Rollers
- Fee for Service Enterprise-website design and maintenance
- Cooperative Agreement with NRCS
- Service Agreements with County of Colusa (IRWMP Assistance to Board of Supervisors and Groundwater Assistance to the Agriculture Department)
- Contact with private Trust to maintain wildlife habitat

#### 3.3.2 **Budget**

The Colusa County RCD Revenue Budget is shown below:

<b>Colusa County RCD Budget 2013-14 Revenue</b>											
	<b>Fund</b>	<b>03200 RCD Gen. Ops.</b>	<b>FMPP*</b>	<b>032025 Colusa County RCD Miscellaneous Projects</b>							<b>Total</b>
				IRWMP **	Fees ***	Title III	NRCS	Davis Ranch	County Ground-water	Au-dubon	
441900	Interest	2,000									2,000
442000	Rents	3,000									3,000
454608	State Grant										
455999	Fed. Grant		30,522								30,522
479310	Gifts										
479319	GSRM Grant	1,000									1,000
479360	Other	-		3,650	1,903	6,400	5,614	4,502	16,700	4,502	43,271
479446	Colusa County	24,964									24,964
	Subtotal	30,964	30,522	3,650	1,903	6,400	5,614	4,502	16,700	4,502	104,757
	Cash needed	1,986	0	0	0	0	0	0	0	0	1,986
	<b>TOTAL</b>	<b>32,950</b>	<b>30,522</b>	<b>3,650</b>	<b>1,903</b>	<b>6,400</b>	<b>5,614</b>	<b>4,502</b>	<b>16,700</b>	<b>4,502</b>	<b>106,743</b>

\*Farmers Market Promotion Program

\*\*Integrated Regional Water Management Plan

\*\*\*Fees for Service

The Colusa County RCD brings in substantial grant revenue from outside the County.

<sup>17</sup> Colusa County RCD, Colusa LAFCO Questionnaire, January 2014.

**COLUSA LAFCO**  
**COLUSA COUNTY RESOURCE CONSERVATION DISTRICT**  
**MSR and SOI Adopted December 4, 2014**  
**Resolution 2014-0008 (MSR) Resolution 2014-0009 (SOI)**

The Colusa County RCD Expense Budget is shown below:

<b>Colusa County RCD Budget 2013-14 Expenses</b>											
	<b>Fund</b>	<b>03200 RCD Gen. Ops.</b>	<b>FMPP*</b>	<b>032025 Colusa County RCD Miscellaneous Projects</b>							<b>Total</b>
				<b>IRWMP**</b>	<b>Fees***</b>	<b>Title III</b>	<b>NRCS</b>	<b>Davis Ranch</b>	<b>County Ground-water</b>	<b>Au-dubon</b>	
51010	Salary-Turner <sup>1</sup>	35,214									35,214
51010	Salary-Fahey <sup>1</sup>	1,000	13,421	3,650	1,560	200	4,580		16,700		41,111
51010	Salary-Tech							3,690		3,690	7,380
51035	Directors W.C. <sup>2</sup>										
53100	Insurance	2,169									2,169
53120	Maint. Equip.	800									800
53150	Membership	920									920
53165	Election <sup>3</sup>	0									0
53170	Office Exp.	100	896								996
5317001	Printing	0	5,557								5,557
53171	Postage	150									150
53180	Prof. Serv. <sup>4</sup>	3,790				6,000					9,790
53180006	Contractors	0									0
53230	Sp. Dept. Exp	400									400
53250	Travel <sup>5</sup>	700	206								906
53251	Educ.	700									700
57011	Computer <sup>6</sup>	450									450
5325101	Meeting Exp.	200									200
	Subtotal	46,593	20,080	3,650	1,560	6,200	4,580	3,690	16,700	3,690	106,743
	Grant Overhead	-6,641	3,942		343		732	812		812	0
	Turner Sal. Reimbursed <sup>7</sup>	-7,002	6,500								0
	<b>TOTAL EXPENDITURES</b>	<b>32,950</b>	<b>30,522</b>	<b>3,650</b>	<b>1,903</b>	<b>6,400</b>	<b>5,614</b>	<b>4,502</b>	<b>16,700</b>	<b>4,502</b>	<b>106,743</b>

<sup>1</sup> Salary figures are from payroll reports and include benefits and employer taxes.

<sup>2</sup> Worker's Compensation Insurance for Directors (employee's included in salary).

<sup>3</sup> Odd years no election.

<sup>4</sup> Professional services include Audit-\$2850, Legal-\$400 and Payroll-\$540.

<sup>5</sup> Transportation and travel scholarships not applied.

<sup>6</sup> New Power Point projector.

<sup>7</sup> Turner Salary and Leave reimbursed by grants.

\*Farmers Market Promotion Program

\*\*Integrated Regional Water Management Plan

\*\*\*Fees for Service



### 3.3.3 Audit

The Colusa County RCD had an independent auditor perform an audit for the fiscal year ending June 2013. A budget shows intended expenditures but an audit shows actual expenditures. The Audit shows the following Statement of Net Assets for Colusa County RCD:

<b>Colusa County RCD Modified Cash Basis Statement of Net Assets, June 30, 2013<sup>18</sup></b>	
	Total Governmental Activities
<b>ASSETS</b>	
Cash and investments	\$51,139
Capital assets:	
Depreciable, net	\$13,271
Total capital assets	\$13,271
<b>Total Assets</b>	<b>\$78,692</b>
<b>LIABILITIES</b>	
Long-term liabilities	
Due within one year	\$7,281
Due in more than one year	\$1,411
<b>Total Liabilities</b>	<b>\$8,692</b>
<b>NET ASSETS</b>	
Invested in capital assets	\$13,271
Restricted	\$13,271
Unrestricted	\$42,447
<b>Total Net Assets</b>	<b>\$55,718</b>

Since the main function of the Colusa County RCD is to provide support to landowners for conservation activities and to inspire community efforts for agricultural and natural resource enhancement it would not be expected that there would be substantial capital assets.

<sup>18</sup> Colusa County Resource Conservation District, Financial Statements Together with Independent Auditor's Report for the year ended June 30, 2013. Prepared by Smith & Newell, Certified Public Accountants, 950 Tharp Road, Suite 502, Yuba City, Ca 95993, TEL: 530-673-9790, FAX: 530-673-1305, Page 3.

The following table shows the modified cash basis for the Colusa County RCD activities:

<b>Colusa County RCD Modified Cash Basis Statement of Activities, June 30, 2013<sup>19</sup></b>					<b>Net (Expense) Revenue and Changes in Net Assets</b>
	<b>Program Revenues</b>				
<b>Functions/ Programs</b>	<b>Expenses</b>	<b>Charges for Services</b>	<b>Operating Grants and Contributions</b>	<b>Capital Grants and Contributions</b>	<b>Total Governmental Activities</b>
<b>Total Governmental Activities</b>	\$125,651	\$3,063	\$101,651	-	\$20,937
	General revenue				
	Interest and investment earnings				1,782
	Miscellaneous				4,966
	Total General Revenues				6,748
	Change in Net Assets				14,189
	Net Assets Beginning				69,907
	Net Assets Ending				\$55,718

The Colusa County RCD finished the year 2013-2014 with a slight decrease in net assets. A certain amount of funding is necessary to help the District manage the cash flow throughout the year.

The Audit showed the following cash and investments for the Colusa County RCD:

<b>Colusa County RCD Cash and Investments, June 30, 2012<sup>20</sup></b>	
<b>Cash:</b>	
Cash on Hand	\$100
Deposits (less outstanding checks)	\$1,400
Total Cash and Deposits	\$1,500
<b>Investments:</b>	
Colusa County Treasurer's Pool	\$49,639
<b>TOTAL CASH AND INVESTMENTS</b>	<b>\$51,139</b>

The Colusa County RCD keeps the majority of the funds with the Colusa County Treasurer. This is a safe place for the funds and provides a way to cooperate with the County of Colusa.

<sup>19</sup> Colusa County Resource Conservation District, Financial Statements Together with Independent Auditor's Report for the year ended June 30, 2013. Prepared by Smith & Newell, Certified Public Accountants, 950 Tharp Road, Suite 502, Yuba City, Ca 95993, TEL: 530-673-9790, FAX: 530-673-1305, Page 4.

<sup>20</sup> Colusa County Resource Conservation District, Financial Statements Together with Independent Auditor's Report for the year ended June 30, 2013. Prepared by Smith & Newell, Certified Public Accountants, 950 Tharp Rpad, Suite 502, Yuba City, Ca 95993, TEL: 530-673-9790, FAX: 530-673-1305, Page 13.

**4 COLUSA COUNTY RCD MUNICIPAL SERVICE REVIEW**

**4.1 Growth and Population Projections for the Colusa County Area<sup>21</sup>**

*Purpose: To evaluate service needs based on existing and anticipated growth patterns and population projections.*

**4.1.1 Colusa County Area Population Projections**

Colusa County historical population growth is shown below:

Colusa County Population Growth							
Year	1970	1980	1990	2000	2010 <sup>22</sup>	2012 <sup>23</sup>	2014 <sup>24</sup>
<b>Colusa County Population</b>	12,430	13,000	16,150	18,804	21,419	21,411	25,447
<b>Unincorporated Area Population</b>	7,017	7,175	9,044	9,732	10,325	10,283	11,761
<b>Unincorporated Per Cent</b>	57%	56%	56%	52%	49%	48%	47%

The Colusa County Housing Element Background Report estimates a 2014 population of 25,447.<sup>25</sup> This may be high since the US Census Bureau estimates that population has declined slightly since the 2010 US Census.

Agriculture will remain an important land use in Colusa County and the 2012 Colusa County General Plan includes an Agricultural Element which states the following:<sup>26</sup>

*Farming and related agricultural industries are not only the backbone of Colusa County's economy, they also play a central role in the way of life of County residents and help define the character of the County. Throughout the development of the Colusa County General Plan, County residents, stakeholders, business leaders and elected officials identified the protection of agricultural lands and the expansion of agricultural opportunities as some of the most critical issues to be addressed in the General Plan.*

<sup>21</sup> California Government Code Section 56430. (a) (1)

<sup>22</sup> US Census Bureau, <http://quickfacts.census.gov/qfd/states/06/06011.html>, March 20, 2014

<sup>23</sup> US Census Bureau, <http://quickfacts.census.gov/qfd/states/06/06011.html>, March 20, 2014

<sup>24</sup> Colusa County, Housing Element Background Report, Page 1-1.

<sup>25</sup> Colusa County, Housing Element Background Report, Page 1-1.

<sup>26</sup> Colusa County, General Plan 2012, Page 2-1.

**4.1.2 MSR Determinations on Growth and Population Projections for the Colusa County Area**

- 1-1) The Colusa County population has grown slowly since 2010 but is expected to increase to in the future.
- 1-2) The majority of the Colusa County population is expected to live within the incorporated cities of Colusa and Williams.
- 1-3) The Colusa County RCD should maintain a relationship with the Colusa County Planning and Building Department and be aware of proposed planning and zoning changes that could affect agricultural lands and natural resources.

**4.2 Location and Characteristics of any Disadvantaged Unincorporated Communities (DUC) within or Contiguous to the SOI<sup>27</sup>**

*Purpose: To comply with the State Law to examine any unincorporated areas which could be provided with better services by annexing to an adjacent city.*

**4.2.1 Colusa County Area Disadvantaged Unincorporated Community Status**

On October 7, 2011, Governor Brown signed SB 244, which makes two principal changes to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000. SB 244 requires LAFCOs to:

- (1) deny any application to annex to a city territory that is contiguous to a disadvantaged unincorporated community (DUC) unless a second application is submitted to annex the disadvantaged community as well; and
- (2) evaluate disadvantaged unincorporated communities in a municipal service review (MSR) upon the next update of a sphere of influence after June 30, 2012.

The intent of the statute is to encourage investment in disadvantaged unincorporated communities that often lack basic infrastructure by mandating cities and LAFCOs to include them in land use planning.

SB 244 defines disadvantaged unincorporated community as any area with 12 or more registered voters, or as determined by commission policy, where the median household income is less than 80 percent of the statewide annual median.

---

<sup>27</sup> California Government Code Section 56430. (a) (2)

In California Government Code Section 65302.10 (a) "Community" means an inhabited area within a city or county that is comprised of no less than 10 dwellings adjacent or in close proximity to one another.

SB 244 also requires LAFCOs to consider disadvantaged unincorporated communities when developing spheres of influence. Upon the next update of a sphere of influence on or after July 1, 2012, SB 244 requires LAFCO to include in an MSR (in preparation of a sphere of influence update):

- 1) The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere; and
- 2) The present and planned capacity of public facilities, adequacy of public services and infrastructure needs or deficiencies including needs or deficiencies related to sewers, municipal and industrial water, and structural fire protection in any disadvantaged unincorporated community within or contiguous to the sphere of influence.

In determining spheres of influence, SB 244 authorizes LAFCO to assess the feasibility of and recommend reorganization and consolidation of local agencies to further orderly development and improve the efficiency and affordability of infrastructure and service delivery.

#### **4.2.2 MSR Determinations on Disadvantaged Unincorporated Communities in Colusa County**

- 2-1) There are no identified disadvantaged unincorporated communities in Colusa County that could benefit from being annexed to an incorporated city.

### **4.3 Capacity and Infrastructure**

*Purpose: To evaluate the present and planned capacity of public facilities, adequacy of public services, and infrastructure needs or deficiencies including needs or deficiencies related to sewers, municipal and industrial water, and structural fire protection in any disadvantaged, unincorporated communities within or contiguous to the sphere of influence.<sup>28</sup>*

#### **4.3.1 Colusa County RCD Infrastructure**

The Colusa County RCD does not have infrastructure in the traditional sense such as sewers, water lines, or roads. The purpose of the Colusa County RCD is to protect natural resources and promote watershed protection.

<sup>28</sup> California Government Code Section 56430. (a)(3).

#### **4.3.2 MSR Determinations on Infrastructure for Colusa County RCD**

- 3-1) The Colusa County RCD will contribute to a more prosperous Colusa County thus making it easier for other entities to provide and protect infrastructure.

#### **4.4 Financial Ability to Provide Services<sup>29</sup>**

*Purpose: To evaluate factors that affect the financing of needed improvements and to identify practices or opportunities that may help eliminate unnecessary costs without decreasing service levels.*

##### **4.4.1 Financial Considerations for Colusa County RCD**

The Colusa County RCD finances are described above in this report. The CCRCD adopts an annual budget and has periodic audits by an independent auditor.

#### **4.4.2 MSR Determinations on Financing for Colusa County RCD**

- 4-1) The Colusa County RCD has good financial management as shown in the latest independent audit.
- 4-2) The Colusa County RCD benefits Colusa County by bringing outside funds through grants.

#### **4.5 Opportunities for Shared Facilities<sup>30</sup>**

*Purpose: To evaluate the opportunities for a jurisdiction to share facilities and resources to develop more efficient service delivery systems.*

##### **4.5.1 Colusa County RCD Facilities**

The Colusa County RCD facilities include the office space and the Rice Straw Rollers. The NRCS provides office space, utilities and office equipment for RCD use.

<sup>29</sup> California Government Code Section 56430. (a)(4)

<sup>30</sup> California Government Code Section 56430. (a)(5)

**4.5.2 MSR Determinations on Shared Facilities for Colusa County RCD**

- 5-1) The Colusa County RCD works to cooperate with RCDs in adjacent counties and with public, private, and educational groups in Colusa County.
- 5-2) The Colusa County RCD keeps the majority of its funds with the Colusa County Treasurer.
- 5-3) The Colusa county RCD is co-located with the NRCS and uses NRCS office equipment and utilities.

**4.6 Accountability for Community Service Needs, Government Structure and Operational Efficiencies<sup>31</sup>**

*Purpose: To consider the advantages and disadvantages of various government structures that could provide public services, to evaluate the management capabilities of the organization and to evaluate the accessibility and levels of public participation associated with the agency's decision-making and management processes.*

**4.6.1 Colusa County RCD Government Structure**

The Colusa County RCD has a seven-member board of directors and two associate directors. The directors are elected or are appointed by the Board of Supervisors in lieu of election (if the election is uncontested). The Board meets regularly on the third Tuesday of each month. The District maintains a website to communicate with the public.

**4.6.2 MSR Determinations on Local Accountability and Governance for Colusa County RCD**

- 6-1) The Colusa County RCD has a seven-member board of directors with staggered terms.
- 6-2) The Colusa County RCD maintains a website to communicate with the public.
- 6-3) The Colusa County RCD works with many public and private groups and organizations in Colusa County.

<sup>31</sup> California Government Code Section 56430. (a)(6).

## **5 COLUSA COUNTY RESOURCE CONSERVATION DISTRICT SPHERE OF INFLUENCE**

### **5.1 SOI Requirements**

#### **5.1.1 LAFCO's Responsibilities**

The Commission is charged with developing and updating the Sphere of Influence (SOI) for each city and special district within the county.<sup>32</sup>

An SOI is a LAFCO-approved plan that designates an agency's probable future boundary and service area. Spheres are planning tools used to provide guidance for individual boundary change proposals and are intended to encourage efficient provision of organized community services and prevent duplication of service delivery. Territory cannot be annexed by LAFCO to a city or district unless it is within that agency's sphere.

The purposes of the SOI include the following:

- to ensure the efficient provision of services
- to discourage urban sprawl and premature conversion of agricultural and open space lands
- to prevent overlapping jurisdictions and duplication of services

LAFCO cannot regulate land use, dictate internal operations or administration of any local agency, or set rates. LAFCO is empowered to enact policies that indirectly affect land use decisions. On a regional level, LAFCO promotes logical and orderly development of communities as it considers and decides individual proposals. LAFCO has a role in reconciling differences between agency plans so that the most efficient urban service arrangements are created for the benefit of current and future area residents and property owners.

The Cortese-Knox-Hertzberg (CKH) Act requires to develop and determine the SOI of each local governmental agency within the county and to review and update the SOI every five years. LAFCOs are empowered to adopt, update and amend the SOI. They may do so with or without an application and any interested person may submit an application proposing an SOI amendment.

While SOIs are required to be updated every five years, as necessary, this does not necessarily define the planning horizon of the SOI. The term or horizon of the SOI is determined by each LAFCO. In the case of Colusa LAFCO, the Commission's policies state that an agency's near term SOI shall generally include land that is anticipated to be

---

<sup>32</sup> The initial statutory mandate, in 1971, imposed no deadline for completing sphere designations. When most LAFCOs failed to act, 1984 legislation required all LAFCOs to establish spheres of influence by 1985.



annexed within the next five years, while the agency's long-term SOI shall include land that is within the probable growth boundary of an agency and therefore anticipated to be annexed in the next 20 years.

### 5.1.2 SOI Determinations

LAFCO may recommend government reorganizations to particular agencies in the county, using the SOIs as the basis for those recommendations. In determining the SOI, LAFCO is required to complete an MSR and adopt the six determinations previously discussed. In addition, in adopting or amending an SOI, LAFCO must make the following determinations:

1. Present and planned land uses in the area, including agricultural and open-space lands
2. Present and probable need for public facilities and services in the area
3. Present capacity of public facilities and adequacy of public service that the agency provides or is authorized to provide
4. Existence of any social or economic communities of interest in the area if the Commission determines these are relevant to the agency
5. The location and characteristics of any disadvantaged unincorporated communities (DUC) within or contiguous to the sphere of influence

### 5.1.3 Possible Approaches to the SOI

LAFCO may recommend government reorganizations to particular agencies in the county, using the SOIs as the basis for those recommendations. Based on review of the guidelines of Colusa LAFCO as well as other LAFCOs in the State, various conceptual approaches have been identified from which to choose in designating an SOI. These seven approaches are explained below:

1) Coterminous Sphere:

A Coterminous Sphere means that the sphere for a city or special district that is the same as its existing boundaries. ***This is the recommendation for the Colusa RCD.***

2) Annexable Sphere:

A sphere larger than the agency's boundaries identifies areas the agency is expected to annex. The annexable area is outside its boundaries and inside the sphere.

3) Detachable Sphere:

A sphere that is smaller than the agency's boundaries identifies areas the agency is expected to detach. The detachable area is the area within the agency bounds but not within its sphere.

4) Zero Sphere:

A zero sphere indicates the affected agency's public service functions should be reassigned to another agency and the agency should be dissolved or combined with one or more other agencies.

5) Consolidated Sphere:

A consolidated sphere includes two or more local agencies and indicates the agencies should be consolidated into one agency.

6) Limited Service Sphere:

A limited service sphere is the territory included within the SOI of a multi-service provider agency that is also within the boundary of a limited purpose district which provides the same service (e.g., fire protection), but not all needed services. Territory designated as a limited service SOI may be considered for annexation to the limited purpose agency without detachment from the multi-service provider.

This type of SOI is generally adopted when the following four conditions exist:

- a) The limited service provider is providing adequate, cost effective and efficient services
- b) The multi-service agency is the most logical provider of the other services
- c) There is no feasible or logical SOI alternative, and
- d) Inclusion of the territory is in the best interests of local government organization and structure in the area

Government Code §56001 specifically recognizes that in rural areas it may be appropriate to establish limited purpose agencies to serve an area rather than a single service provider, if multiple limited purpose agencies are better able to provide efficient services to an area rather than one service district.

Moreover, Government Code Section §56425(i), governing sphere determinations, also authorizes a sphere for less than all of the services provided by a district by requiring a district affected by a sphere action to "establish the nature, location, and extent of any functions of classes of services provided by existing districts" recognizing that more than one district may serve an area and that a given district may provide less than its full range of services in an area.

7) Sphere Planning Area:

LAFCO may choose to designate a sphere planning area to signal that it anticipates expanding an agency's SOI in the future to include territory not yet within its official SOI.

#### **5.1.4 SOI Update Process**

By statute, LAFCO must notify affected agencies 21 days before holding the public hearing to consider the SOI and may not update the SOI until after that hearing. The LAFCO Executive Officer must issue a report including recommendations on the SOI amendments and updates under consideration at least five days before the public hearing

### **5.1.5 SOI Amendments and CEQA**

LAFCO has the discretion to limit SOI updates to those that it may process without unnecessarily delaying the SOI update process or without requiring its funding agencies to bear the costs of environmental studies associated with SOI expansions. Any local agency or individual may file a request for an SOI amendment. The request must state the nature of and reasons for the proposed amendment, and provide a map depicting the proposal.

LAFCO may require the requester to pay a fee to cover LAFCO costs, including the costs of appropriate environmental review under CEQA. LAFCO may elect to serve as lead agency for such a review, may designate the proposing agency as lead agency, or both the local agency and LAFCO may serve as co-lead agencies for purposes of an SOI amendment. Local agencies are encouraged to consult with LAFCO staff early in the process regarding the most appropriate approach for the particular SOI amendment under consideration.

Certain types of SOI amendments are usually exempt from CEQA review. Examples are SOI expansions that include territory already within the bounds or service area of an agency, SOI reductions, and zero SOIs. SOI expansions for limited purpose agencies that provide services (e.g., fire protection, levee protection, cemetery, and resource conservation) needed by both rural and urban areas are typically not considered growth-inducing and are likely exempt from CEQA. Similarly, SOI expansions for districts serving rural areas (e.g., irrigation water) are typically not considered growth-inducing.

*Remy et al. write*

*In City of Agoura Hills v. Local Agency Formation Commission (2d Dist.1988) 198 Cal.App.3d480, 493-496 [243 Cal.Rptr.740] (City of Agoura Hills), the court held that a LAFCO's decision to approve a city's sphere of influence that in most respects was coterminous with the city's existing municipal boundaries was not a "project" because such action did not entail any potential effects on the physical environment.<sup>33</sup>*

The sphere of influence recommended in this report is coterminous with the District boundary and will be exempt from further environmental review.

### **5.1.6 Recommendation for Colusa County RCD Sphere of Influence**

The recommendation for the Colusa County RCD is for the Sphere of Influence to be the same as the District boundary or coterminous, which is also the County boundary.

---

<sup>33</sup> Remy, Michael H., Tina A. Thomas, James G. Moose, Whitman F. Manley, Guide to CEQA, Solano Press Books, Point Arena, CA, February 2007, page 111.

## **5.2 Present and Planned Land Uses in the Colusa County RCD Area, Including Agricultural and Open Space Lands**

### **5.2.1 Colusa County General Plan for SOI Area**

The Colusa County General Plan has an Agricultural Element, a Conservation Element and an Open Space and Recreation Element. The policies in these elements are reflected in the Land Use Element and the General Plan Land Use Map which shows that land is designated for agriculture, forestry and conservation uses.

The Colusa County General Plan Housing Element shows that the population of the County will grow but the growth is encouraged to occur as part of an established community and with public sewer and water services.

### **5.2.2 SOI Determinations on Present and Planned Land Use for Colusa County RCD Area**

- 1-1] The Colusa County General Plan recognizes the importance of agriculture and resource conservation to the County.
- 1-2] The Housing Element of the Colusa County General Plan shows the need for additional housing in the future.
- 1-3] Population growth in Colusa County will be encouraged to occur as part of the existing communities.

## **5.3 Municipal Services—Present and Probable Need**

### **5.3.1 Municipal Service Background**

The services provided by the Colusa County RCD are explained above in this report.

### **5.3.2 SOI Determinations on Facilities and Services Present and Probable Need for Colusa County RCD**

- 2-1] The services provided by the Colusa County RCD meet the needs of Colusa County landowners and residents.
- 2-2] The need for the services provided by Colusa County RCD will continue in the future because agriculture and natural resource conservation will continue to be important to the County.

#### **5.4 Public Facilities Present and Future Capacity for Colusa County RCD**

##### **5.4.1 Capacity Background**

The capacity of the Colusa County RCD changes according to the grant funding available. The CCRCD has done well to bring grant funding to the County and to operate with a flexible part-time local staff.

##### **5.4.2 SOI Determinations on Public Facilities Present and Future Capacity for Colusa County RCD**

3-1] The capacity of the Colusa County RCD will be maintained by an active volunteer Board of Directors which directs the staff to those projects which will help and benefit the community.

#### **5.5 Social or Economic Communities of Interest**

##### **5.5.1 Colusa County Community Background**

The Colusa County Resource Conservation District's service area encompasses all of Colusa County. The farmers and ranchers, for whom the District provides agricultural conservation services, constitute a social and economic community of interest. In contrast, the cities and other developed areas in the county also constitute a community of interest. The District provides education and outreach to schools and the community. Additionally, programs that address resource conservation and water quality management ultimately benefit developed areas.

##### **5.5.2 SOI Determinations on Social or Economic Communities of Interest for Colusa County RCD**

4-1] The Colusa County RCD helps to unite all of Colusa County as an economic and social community in addition to providing agricultural and resource conservation services.

## **5.6 Disadvantaged Unincorporated Community Status**

### **5.6.1 Disadvantaged Unincorporated Communities in Colusa County**

The following definition of a Disadvantaged Unincorporated Community is used by Colusa LAFCO:<sup>34</sup>

*Definition of Disadvantaged Unincorporated Community. A Disadvantaged Unincorporated Community is defined as a developed area that has been identified as such by LAFCO, the County or applicable city, or one that meets all the following standards:*

1. *Substantially developed with primarily residential uses*
2. *Contains at least 25 parcels in close proximity to each other that do not exceed 1.5 acres in size*
3. *Does not have reliable public water, sewer or structural fire protection service available*
4. *Contains at least 12 registered voters*
5. *Has a median household income level of less than 80% of the statewide median household income*

### **5.6.2 Disadvantaged Unincorporated Community Status**

5-1] The Colusa County RCD serves all residents of Colusa County.

5-2] The Colusa County RCD does not provide Domestic Water, Wastewater and Fire and EMS services.

<sup>34</sup> Colusa LAFCO, Proposed Policy 2.19-3.

## APPENDIX A

# Colusa County



## 2014-2018 Long Range Plan

### **DIRECTORS**

*Bob Alvernaz  
Ben Felt  
Kimberly Gallagher  
Jay Dee Garr  
Tom Hickok  
Beth Nall  
Gil Ramos*

### ASSOCIATE DIRECTORS

*Jim LaGrande*

### **STAFF**

*Patti Turner- Executive Director  
Mary Fahey-Project Manager  
Elizabeth Harper-Conservation Technician*

The purpose of the Colusa County Resource Conservation District's (CCRCD) Long Range Plan is to provide a foundation whereby natural resource concerns within Colusa County may be identified, studied, and addressed. The Long Range Plan will be reviewed annually and remain effective for a period of 5 years.

*Adopted September 16, 2014*

## CCRCD 2014-2018 LONG RANGE PLAN

### MISSION STATEMENT OF THE CCRCD:

The mission of the CCRCD is to protect, conserve, and restore natural resources through locally led education and implementation activities that supports a healthy environment and provides economic sustainability through wise land use.

### HISTORY

Soil Conservation Districts, now known as Resource Conservation Districts or RCD's, were formed in the 1930's after the unparalleled ecological disaster known as the Dust Bowl. At the present time almost every county in the United States has a conservation district.

Originally Colusa County had two Districts, voluntarily organized by landowners, under the provisions of Division 9 of the Public Resource Code of the State of California. The Stonyford Resource Conservation District (Western portion of Colusa County) was formed in 1956 and the Colusa County Resource Conservation District (Eastern Colusa County) was organized in 1959. In 1996 the two separate districts merged to better serve the needs of Colusa County in its entirety. This united district became known as the "Colusa County Resource Conservation District."

### NATURAL RESOURCE PRIORITIES:

The Long Range Plan identifies the following natural resources priorities in the District and defines the goals, objectives and actions necessary to address these priorities. The completion of all stated work is conditioned upon securing and maintaining adequate funding sources to support staff and the implementation of conservation practices.

### NATURAL RESOURCE PRIORITIES

- ❖ WATER QUALITY AND QUANTITY
- ❖ VEGETATION QUALITY
- ❖ SOIL QUALITY
- ❖ AIR QUALITY
- ❖ SUSTAINABLE AGRICULTURE
- ❖ NATURAL RESOURCE EDUCATIONAL PROGRAMS
- ❖ LOCALLY LED NATURAL RESOURCES MANAGEMENT

### PRIORITY: WATER QUALITY AND QUANTITY

**GOAL:** Clean and Abundant Surface water and Groundwater for all Beneficial Uses in Colusa County  
**Objective 1:** Reduce sediment, nutrient and pesticide runoff into waterways

*Actions:*

· *Promote and identify landowner incentives to implement best management practices to reduce sediment and nutrient runoff including buffer strips, filter strips, grassed waterways, crop*



*residue, conservation tillage practices, nutrient management, irrigation water management and cover crops.*

- \_Encourage best management practices to reduce pesticide runoff including scouting for weeds, disease, or pests and match the management plan to the weed, disease, or pest*
- \_Collaborate with and assist the Colusa Glenn Subwatershed Program when possible*

Objective 2: Implement practices that address drought conditions and promote practices that increase irrigation efficiency

*Actions:*

- \_Promote sub-surface drip irrigation*
- \_Encourage Producers to utilize mobile Irrigation labs as available*
- \_Lobby for irrigation efficiency practices to remain a top priority for local Farm Bill projects*
- \_Plant non-irrigated native permanent vegetation*
- \_Promote water conservation in website and publications*
- \_Provide workshops on water conservation practices*

Objective 3: Encourage practices that protect groundwater supplies and groundwater quality

- \_Support the Colusa County Groundwater Management Plan*
- \_Work with the Colusa Glenn Subwatershed Program to assist landowners with new groundwater quality monitoring*
- \_Support groundwater recharge enhancement programs*

Objective 4: Promote Off-Stream Storage

*Actions:*

- \_Encourage community discussions regarding off-stream storage*

Objective 5: Encourage practices that slow flows and detain water in the upper watershed

*Actions:*

- \_Investigate opportunities to assist foothill landowners implement conservation practices*

## **PRIORITY: VEGETATION QUALITY**

**GOAL:** Healthy Forest, Grazing, Farm Border, and Riparian Vegetation

Objective 1: Reduce Invasive Species

*Actions:*

- \_Seek grant funding for projects to reduce invasive species*
- \_Provide educational materials to help landowners identify and eradicate invasive weeds*

Objective 2: Focus wildlife habitat restoration on marginal agricultural lands

*Actions:*

- \_Gauge landowner interest in ideal locations*
- \_Participate with the Sacramento Conservation Area Forum to ensure projects are implemented on marginal Ag lands, Safe Harbor Agreements are considered and neighboring Ag is protected.*

**COLUSA LAFCO**  
**COLUSA COUNTY RESOURCE CONSERVATION DISTRICT**  
*MSR and SOI Adopted December 4, 2014*  
*Resolution 2014-0008 (MSR) Resolution 2014-0009 (SOI)*

Objective 3: Promote the implementation of hedgerows and cover crops

*Actions:*

- *\_Provide field day opportunities for establishment and maintenance of hedgerows*
- *\_Partner with agencies such as Audubon and Cooperative Extension to assist landowners with hedgerow implementation*
- *\_Promote utilizing vegetation that supports native pollinators and other beneficial insects*

Objective 4: Implement fuel reduction practices in the forest lands

*Actions:*

- *\_Complete the Upper Little Stony Creek Inholder's Alliance Fuel Treatment Project*
- *\_Seek grant funding as available to reduce dangerous fuel loads*

Objective 5: Encourage conservation grazing practices

*Actions:*

- *\_Encourage off-stream water development, and fencing for improved livestock distribution*
- *\_Consider Drought Management plans and other contingency planning*

Objective 6: Encourage the utilization of native plants whenever possible

*Actions:*

- *\_Promote native vegetation in publications and social media*
- *\_Encourage planting of non-irrigated vegetation*
- *\_Promote water-wise landscaping*

#### **PRIORITY: SOIL QUALITY**

**GOAL:** Healthy Productive Soil that Sustains Agriculture

Objective 1: Increase residual plant matter in the soil

*Actions:*

- *\_Promote Conservation Tillage; no till and reduced tillage practices*
- *\_Encourage crop rotations when possible including grass or legume crops*

Objective 2: Protect soil by reducing erosion

*Actions:*

- *\_Utilize Colusa Basin Watershed Limited Streambank Analysis to encourage projects in key areas of concern (Highly Erodible Lands)*
- *\_Promote cover crops*
- *\_Promote winter plantings*
- *\_Promote vegetated streambanks*

**PRIORITY: AIR QUALITY GOAL:** Meet California Clean Air Standards

Objective 1: Promote renewable energy

Actions:

- *\_Encourage solar, wind, and other forms of renewable energy*

Objective 2: Reduce CO2 and pollutants

Actions:

- *\_Implement practices and projects to reduce dust and/or pollutant emissions (cover crops, windbreaks, diesel engine replacement, road treatment, etc.).*

**PRIORITY: SUSTAINABLE AGRICULTURE**

**GOAL:** Keep Agriculture Sustainable in Colusa County

Objective 1: Assist landowners with regulations

Actions:

- *\_Keep abreast of current and pending regulations*
- *\_Identify areas to provide pro-active or reactive assistance to landowners*

Objective 2: Promote the environmental benefits provided by agriculture

Actions:

- *\_Utilize Colusa County Grown to promote farmers as “Stewards of the Land”*
- *\_Utilize the CCRCDC website*
- *\_Participate in the Development of the Colusa County Grown Agriculture Learning and Commodity Center.*
- *\_Promote Ag Tourism*

Objective 3: Promote Ag/Conservation Easements

Actions:

- *\_Gauge Landowner interest in Easements*
- *\_Gain knowledge in creation of easements and monitoring*

Objective 4: Protect prime agricultural lands

Actions:

- *\_Keep abreast of local government zoning and use regulations*
- *\_Lobby for renewal of Williamson Act contracts*
- *\_Assist farmers with issues relating to climate change*

Objective 5: Explore and promote use of agricultural by-products

Actions:

- *\_Collect and distribute innovative ways of dealing with agriculture by-products*

**PRIORITY: NATURAL RESOURCE EDUCATIONAL PROGRAMS**

**GOAL:** Well Rounded Natural Resource Educational Programs and Outreach throughout the District

Objective 1: Provide Farmer/Landowner/Stakeholder Educational Outreach

*Actions:*

- *\_Facilitate timely and efficient workshops that promote conservation practices*
- *\_Expand and enhance the Colusa County Grown Program*
- *\_Assist with the creation of the Colusa County Grown Center*
- *\_Participate in the NRCS Regional Workgroup Meetings*
- *\_Install exhibits at Colusa County Farm Show*
- *\_Attend meetings and make presentations*

Objective 2: Provide Youth Educational Outreach

*Actions:*

- *\_Participate in SLEWS and other existing youth programs as funding allows*
- *\_Participate in CARCD programs such as the annual Speak-Off Contest*
- *\_Assist with the development of new educational venues and programs*

Objective 3: Provide Community Outreach

*Actions:*

- *\_Continue CCRCD Newsletter*
- *\_Seek funding to create publications to promote conservation as needed*

**PRIORITY: LOCALLY LED NATURAL RESOURCES MANAGEMENT**

**GOAL:** Natural Resource Management Driven by Local Needs Facilitated by a strong and viable Resource Conservation District

Objective 1: CCRCD maintains good business practices that exceed the minimum requirements of California Resource Conservation Districts

*Actions:*

- *\_Adopt Annual Budget and modify as needed*
- *\_Complete Annual Audits*
- *\_Review Monthly Financial Reports*
- *\_Review and Update Long Range Plan as needed*
- *\_Complete Annual Plans*
- *\_Develop Fee for Service Opportunities*
- *\_Obtain overhead fees from all projects (if allowed)*
- *\_Assist CARCD and Conservation Strategy Group with efforts to obtain state funding for RCDs*
- *\_Fulfill all meeting requirements required by the Brown Act*
- *\_Keep All CCRCD Policies/Protocols up to date*
- *\_Maintain staff to run the day to day affairs of the District*

Objective 2: Secure and retain knowledgeable staff to address the natural resource priorities in the District

*Actions:*

- *\_Provide ongoing training*
- *\_Share staff with other RCD's when necessary*

Objective 3: Promote the good work of the CCRCD

*Actions:*

- *\_Newspaper articles and other publications*
- *\_Participation in community events*
- *\_Regular presentations to Board of Supervisors (annual or 2X/year)*

Objective 4: Maintain an active and engaged Board of Directors and encourage associate directors

*Actions:*

- *\_Keep current, Form 700 and Ethics Training*
- *\_All areas of District and all land uses are represented on the Board*
- *\_Encourage new associate directors*

Objective 5: Maintain strong partnerships

*Actions:*

- *\_Participate in other entities meetings and events*

**ADOPTION**

**AMENDING THE LONG RANGE PLAN:**

The CCRCD will review the Long Range Plan at least annually and incorporate changes as needed.

**ADOPTION OF THE LONG RANGE PLAN:**

ADOPTED BY THE COLUSA COUNTY RESOURCE CONSERVATION DISTRICT ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_ IN THE YEAR 2014.

**ORIGINAL SIGNED BY THE FOLLOWING DIRECTORS:**

Robert Alvernaz \_\_\_\_\_

Ben Felt \_\_\_\_\_

Jay Dee Garr \_\_\_\_\_

Tom Hickok \_\_\_\_\_

Gilbert Ramos \_\_\_\_\_

Elizabeth Nall \_\_\_\_\_

Kim Gallagher \_\_\_\_\_

## APPENDIX B

### Colusa County Resource Conservation District Administrative Policy

#### Article I. Colusa County Resource Conservation District

Section 1. **Introduction:** The Colusa County Resource Conservation Districts (RCD) is a legal subdivision of the State of California. The RCD is governed by Division 9 of the Public Resources Code. The RCD was formed to develop and carry out natural resource conservation programs within the boundaries of Colusa County. The RCD receives technical assistance from the USDA, Natural Resources Conservation Service, to protect, conserve and restore natural resources, including water quality and quantity, soil health, wildlife habitat, rangeland conservation, and forestland management. In addition the RCD shall promote conservation education through the schools, newsletters, workshops and presentation. The Executive Director of the Colusa County RCD manages and conducts the day to day business and affairs of the Colusa County RCD under the leadership of the CCRCD Board of Directors.

#### Article II. Colusa County RCD Board of Directors

Section 1. **Qualifications:** The Colusa County RCD shall consist of seven locally appointed persons who are register voters in the state of California. Directors shall (1) Reside within the District and either own real property in the district or have actively served as an Associate CCRCD Director for two or more years or (2) Be a designated agent of a resident landowner within the District. The RCD Board shall aspire to maintain a balanced geographical and expertise representation of its membership throughout Colusa County.

Section 2 **Compensation:** The directors shall serve without pay but may be reimbursed for reasonable expenses while on pre-approved RCD business.

Section 3 **Term:** The Director's terms shall be 4 years in length with approximately one half of the membership expiring on the first day of December in rotating even numbered years.

Section 4 **Meetings:** The Board shall meet the third Tuesday of each month, at 5:00 pm in the Colusa Industrial Park Conference Room. The meeting time and location may be changed occasionally to avoid conflicts at the pleasure of the majority. Any Director failing to attend three or more consecutive meetings may be replaced by the Board. A quorum is reached when 4 voting members are in attendance.

Section 5. **Associate Directors:** The RCD may expand the scope of activities and programs by using Associate Directors. Associate Directors may perform any tasks of the director with the exception of voting. The RCD can have as many Associate Directors as desired.

Section 6. **Officers:** Annually at the January meeting the RCD shall elect Officers, their position and duties include:

- a) **President;** shall be the official spokesperson for the RCD Board and its policies. The president shall conduct all official RCD meetings following “Robert’s Rules of Order”. The President is responsible for appointing committee members, assigning responsibilities to committee members, requesting reports from committee members and informing new directors and associates of their duties.
- b) **Vice President;** shall fulfill the duties of the president in his/her absents. The Vice President shall fulfill any other official duties as delegated by the President.
- c) **Secretary:** Shall serve as recording secretary and maintains the official record of meetings, unless the Board selects a non-director for these duties,
- d) **Treasurer:** Shall keep and monitor the financial records of the RCD funds, including expenditures, interest, grants, and other financial matters. This position involves making sure warrants are requested and completed correctly and in a timely manner. Monthly financial reports will be provided to all Directors. The Board may elect to delegate these duties to a non-director.

Section 7. **Resignation/Vacancies:** Resignations shall be in writing to the Board of Directors who will in turn notify the Colusa County Clerk. Vacancies will be posted in three locations for a minimum of 10 days prior to the vacancy being filled by a majority vote of the remaining Directors. The new Director’s name will be submitted to the Colusa County Clerk. The successor shall fill the unexpired term of the original board member.

### **Article III. Financial Operations:**

The Colusa County RCD is funded through federal, state and local grants. Revenue is also generated through equipment rental fees, website development and maintenance services, natural resource related fee for service agreements with the County and others and interest earned on the CCRCD’s funds held by the Colusa County Treasurer. The CCRCD receives financial accounting support from the County of Colusa. The District will provide an equal opportunity for the expenditure of funds to any area within the District’s boundaries.

### **Article IV. Long Range Plan**

The RCD shall develop a Long Range five year plan. Said plan should be reviewed annually and amended as necessary. The Long Range Plan shall address and prioritize the conservation issues within Colusa County.

The aforementioned Administrative Policy shall be followed until such time as the Colusa County RCD Board of Directors enacts a resolution to modify them.

**ADOPTED and Modified**, this 21<sup>st</sup> day of January, 2014, by the Board of Directors of the Colusa County Conservation District by the following vote.



**COLUSA LAFCO**  
**COLUSA COUNTY RESOURCE CONSERVATION DISTRICT**  
*MSR and SOI Adopted December 4, 2014*  
*Resolution 2014-0008 (MSR) Resolution 2014-0009 (SOI)*

**YES:** Alvernaz, Garr, Nall, Felt, Gallagher

**NO:** 0

**ABSENT:** Hickok, Ramos

**ATTEST** \_\_\_\_\_

**Ben Felt-Colusa RCD President**

## APPENDIX C

### Colusa County Resource Conservation District Policies and Procedures

#### Administrative & Financial Management

- Administrative Policy**-(updated 1/21/14)
- Financial Policy**-(updated 3/18/14)
- Purchasing Policies and Procedures**- (updated 2/18/14))
- Cost Policy Statement for Indirect Cost Rate Proposal** (adopted 4/6/11)
- Cost Policy for Indirect Cost Rate Proposal** (adopted 3/2011)
- Document Retention Policy** (adopted 2/13/13)
- Fund Balance Policy for Financial Statement Reporting** (adopted 7/9/13)
- FEE FOR SERVICE POLICY** (Adopted 6/2014)

#### Project Management

- Professional Service Agreements**-(adopted 2/22/06)
- Employment of Outside Contractors & Consultants**-(Adopted 2/22/06)
- Partnership Policy**- (reviewed 2/2014)

#### Staff & Directors

- Employee Handbook** (adopted 5/12/10 & updated as needed)
- Standard of Conduct**- (reviewed 2/2014))
- Conflict of Interest Code**-(updated 2/2014)
- Reimbursement of Directors and Employees Expenses** (Adopted 2/06)
- Salary Rate Schedule**-(updated 9/17/2013)
- Payroll Policy**-(2/2014)
- In-Lieu Medical Benefit Cash Payment** (reviewed 2/2014)

#### Safety

- Injury & Illness Prevention Program**
- Code of Safe Practices** (reviewed 3/2014)

#### Other

- Computer Safety Protocol** (updated 1/2014).
- CEQA Policy** (adopted 12-3-2008)
- Recycling Policy** (adopted 7/1/2009)
- NRCS Vehicle Use Policy** (updated 11/2013)
- PUBLIC RECORD REQUEST POLICY** (adopted 6/2014)

## **ABBREVIATIONS**

AB	Assembly Bill
BLM	Bureau of Land Management
BMPs	best management practices
CA	California
CAFF	Community Alliance with Family Farmers
CARCD	California Association of Conservation Districts
CBW	Colusa Basin Watershed
CC	Colusa County
CCRCD	Colusa County Resource Conservation District
CDF	California Department of Forestry and Fire Protection (now CALFIRE)
CEQA	California Environmental Quality Act
CKH	Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000
District	Colusa County Resource Conservation District
DOC	Department of Conservation (California)
DUC	Disadvantaged Unincorporated Communities
DWR	Department of Water Resources (California)
FB	Farm Bureau
FMPP	Farmers Market Promotion Program
FY	Fiscal Year
GSRMA	Golden State Risk Management Authority
I-5	Interstate Highway 5
IRWMP	Integrated Regional Water Management Plan
MSR	Municipal Service Review (LAFCO)
NEPA	National Environmental Protection Act

**COLUSA LAFCO**  
**COLUSA COUNTY RESOURCE CONSERVATION DISTRICT**  
**MSR and SOI Adopted December 4, 2014**  
**Resolution 2014-0008 (MSR) Resolution 2014-0009 (SOI)**

NRCS	Natural Resource Conservation Service
PG&E	Pacific Gas and Electric Company
SB	Senate Bill
SOI	Sphere of Influence (LAFCO)
SR	State Route (highway)
RCD	Resource Conservation District
RFP	Request for Proposals
UC	University of California
UCCE	University of California Cooperative Extension
ULSIA	Upper Little Stony Inholder's Alliance
US	United States
USDA	United States Department of Agriculture

## DEFINITIONS

**Agriculture:** Use of land for the production of food and fiber, including the growing of crops and/or the grazing of animals on natural prime or improved pasture land.

**CALFED Bay-Delta Program:** The CALFED Bay-Delta Program emerged from water crises of the 1990s, and was shaped by funding crises in the early 2000s. It was seen as an alternative to the costly and time-consuming legal wrangling amongst Delta interests and a way to solve conflicts in the Delta to benefit the system. Throughout these decades, it has always embodied the most important ideals of government: interagency coordination, collaborative problem-solving and public involvement leading to open and transparent decision-making and accountability.<sup>35</sup>

**California Environmental Quality Act (CEQA):** A State Law requiring State and local agencies to regulate activities with consideration for environmental protection. If a proposed activity has the potential for a significant adverse environmental impact, an environmental impact report (EIR) must be prepared and certified as to its adequacy before taking action on the proposed project.

**Groundwater:** Water under the earth's surface, often confined to aquifers capable of supplying wells and springs.

**Local Agency Formation Commission (LAFCO):** A five-or seven-member commission within each county that reviews and evaluates all proposals for formation of special districts, incorporation of cities, annexation to special districts or cities, consolidation of districts, and merger of districts with cities. Each county's LAFCO is empowered to approve, disapprove, or conditionally approve such proposals. The LAFCO members generally include two county supervisors, two city council members, and one member representing the general public. Some LAFCOs include two representatives of special districts.

**No-till farming:** No-till farming (also called zero tillage or direct drilling) is a way of growing crops or pasture from year to year without disturbing the soil through tillage. No-till is an agricultural technique which increases the amount of water that infiltrates into the soil and increases organic matter retention and cycling of nutrients in the soil. In many agricultural regions it can eliminate soil erosion. It increases the amount and variety of life in and on the soil, including disease-causing organisms and disease suppression organisms. The most powerful benefit of no-tillage is improvement in soil biological fertility, making soils more resilient. Farm operations are made much more efficient, particularly improved time of sowing.

**Sphere of Influence (SOI):** The probable physical boundaries and service area of a local agency, as determined by the Local Agency Formation Commission (LAFCO) of the county.

**Surface Water:** The water that systems pump and treat from sources open to the atmosphere, such as rivers, lakes, and reservoirs.

**Water year:** A continuous 12-month period for which hydrologic records are compiled and summarized. In California, it begins on October 1 and ends September 30 of the following year.<sup>36</sup>

**Watershed:** The land area from which water drains into a stream, river, or reservoir.

---

<sup>35</sup> State of California, <http://calwater.ca.gov/calfed/about/History/index.html>, March 21, 2014.

<sup>36</sup> <http://rubicon.water.ca.gov/v1cwp/glsry.html>

## **REFERENCES**

California Government Code Section 56430. (a)(1-6)

Colusa County Department of Agriculture Annual Crop Report, 2012, Joseph J. Damiano, Agricultural Commissioner, 100 Sunrise Blvd. Suite F, Colusa CA 95932, Phone: 530-458-0580.

Colusa County, Housing Element Background Report, Page 1-1.

Colusa County, General Plan 2012, Page 2-1.

Colusa County RCD, 2014-2018 Long Range Plan, September 2014

Colusa County RCD, Colusa Basin Watershed Management Plan, December 2012, Executive Summary.

Colusa County Resource Conservation District, Financial Statements Together with Independent Auditor's Report for the year ended June 30, 2013. Prepared by Smith & Newell, Certified Public Accountants, 950 Tharp Road, Suite 502, Yuba City, Ca 95993, TEL: 530-673-9790, FAX: 530-673-1305

Colusa County RCD, Colusa LAFCO Questionnaire, January 2014.

Colusa County RCD, <http://colusarc.org/nodes/aboutus/>, March 18, 2014.

Colusa County RCD, <http://colusarc.org/index.php>, March 18, 2014.

Colusa County RCD, <http://colusarc.org/nodes/projects/ColusaCountyGrown.htm>, March 24, 2014.

<http://rubicon.water.ca.gov/v1cwp/glssry.html>

<http://www.davisenterprise.com/local-news/ag-environment/rice-straw-roller-available-through-yolo-county-resource-conservation-district/>, March 21, 2014.

Colusa LAFCO, Policy 2.19-13.

State of California, <http://calwater.ca.gov/calfed/about/History/index.html>, March 21, 2014.

UC Cooperative Extension, <http://cecolusa.ucanr.edu/>, March 18, 2014.

US Census Bureau, <http://quickfacts.census.gov/qfd/states/06/06011.html>, March 20, 2014.

US Department of the Interior, Bureau of Land Management, California State Office Sacramento, CA in partnership with Colusa County Resource Conservation District Colusa, CA Bear Creek Watershed Assessment FINAL 7 June 2010, Pages xv-xvi.

**COLUSA LAFCO**  
**COLUSA COUNTY RESOURCE CONSERVATION DISTRICT**  
*MSR and SOI Adopted December 4, 2014*  
*Resolution 2014-0008 (MSR) Resolution 2014-0009 (SOI)*

**PREPARERS**

Colusa LAFCO, John Benoit, Executive Officer  
PO Box 2694, Granite Bay CA 95746  
Phone: 916-797-6003 [johnbenoit@surewest.net](mailto:johnbenoit@surewest.net)

Christy Leighton, Planning Consultant  
555 East Willow Street, Willows CA 95988  
Phone: 530-934-4597 [christyleighton@sbcglobal.net](mailto:christyleighton@sbcglobal.net)