

Colusa Local Agency Formation Commission

Regular Meeting Agenda

Thursday – February 6, 2020

3:00 PM

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

1. Call to Order/Roll Call

Commissioners

Denise Carter (County)
John Loudon (Chair, County)
Brandon Ash (Public)
Tom Reische (Vice-Chair Colusa, City)

Sajit Singh, (Williams, City)

Alternates

Merced Corona (County Alternate)
Roberto Mendoza (City Alternate)
Mary Winters, (Public Member Alternate)

Staff

John Benoit, Executive Officer
P. Scott Browne, Legal Counsel
Lora Ceccon, Clerk to the Commission

2. Consider Minutes from December 19, 2019

a. *Consider approving the December 19, 2019 LAFCo minutes*

3. Public Comment

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

4. Consent Agenda

a. *Payment of claims for the month of December 2019 and January 2020*

5. Correspondence:

6. Presentation and Discussion with Robert Zunio, County Auditor regarding A-87 (Cost Plan), and payments for county services

a. *Receive report*

7. Appoint Budget Committee for FY 2020-2021 LAFCo Budget

a) *Appoint LAFCo Budget Committee for FY 2020-2021 LAFCo Budget*

8. Workshop #2 regarding LAFCo's Policies and Procedures Update 2020.

(Please bring the Draft Policies and Procedures previously handed out)

9. Authorize Staff to attend the Calafco Annual Staff Workshop on March 24-27 in Orange County

a) Authorize Staff to attend the Calafco Annual Staff Workshop

10. Executive Officer's Report:

Colusa County Fire District's Service Review and Sphere

700 Forms due April 1, 2020

*City Member Alternate to rotate to an appointee from the City of Colusa
Application forms*

11. Commissioner Reports - Discussion

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

12. Next Colusa LAFCo meeting: March 5th , 2020

Any member appointed on behalf of local government shall represent the interests of the public as a whole and not solely the interest of the appointing authority Government Code Section 56325.1

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

Public Comment

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

- Items not appearing on the agenda must be of interest to the public and within the Commission's subject matter jurisdiction.
- No action shall be taken on items not appearing on the agenda unless otherwise authorized by Government Code Section 54954.2 (known as the Brown Act, or California Open Meeting Law).
- The total amount of time allotted for receiving public comment may be limited to 15 minutes.
- Any individual's testimony may be limited to 5 minutes. Time to address the Commission will be allocated on the basis of the number of requests received.

Public Hearings

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

Agenda Materials

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

Accessibility

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

Disclosure & Disqualification Requirements

Pursuant to Government Code Sections 56100.1, 56300(b), 56700.1, and 81000 et seq., and Colusa LAFCO's Policies and Procedures for the Disclosure of Contributions and Expenditures in Support of and Opposition to Proposals, any person or combination of persons who directly or indirectly contribute \$1000 or more or expend \$1000 or more in

support of or opposition to a change of organization or reorganization that has been submitted to Colusa LAFCO must comply with the disclosure requirements approved by Colusa LAFCO. These requirements contain provisions for making disclosures of contributions and expenditures at specified intervals. Additional information may be obtained at the Colusa County Elections Department 546 Jay Street, Colusa, CA 95932. (530) 458-0500

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

Contact LAFCO Staff LAFCO staff may be contacted at (530) 458-0593 or by mail at Colusa LAFCO P.O. Box 2694, Granite Bay Ca 95746 or by email at lafco@countyofcolusa.com or j.benoit4@icloud.com

Webpage Reports, agendas, minutes and general information about LAFCO are available on the LAFCO Webpage at www.colusalafco.org

LOCAL AGENCY FORMATION COMMISSION
COLUSA COUNTY
MINUTES OF MEETING
December 19, 2019

PRESENT:

JOHN LOUDON, Chair, County Member
BRANDON ASH, Public Member
DENISE CARTER, County Member
SAJIT SINGH, City Member

ALSO PRESENT:

JOHN BENOIT, Ex. Officer
P. SCOTT BROWNE, Legal
MARY WINTERS, Public Alt.
MERCED CORONA, Co. Alt.
LORA CECCON, Clerk

1. Call to Order/Roll Call

The meeting was called to order at 3:10 p.m. There was a quorum present.

2. Consider Minutes from November 7, 2019

On motion of B. Ash, second by D. Carter, the commission approved the meeting minutes of November 7, 2019; motion carried by roll call vote with S. Singh abstaining.

3. Public Comment - None

4. Consent Agenda

J. Benoit stated that there are two different claims to consider; one includes the 1st quarter County A87 (County overhead) expenses of \$3,160.00. He would also like to add the cost of M. Corona's attendance at the Calafco conference in the amount of \$320.50.

On motion of D. Carter, second by B. Ash, the commission approved claims for the month of November, 2019, including the A87 charges and conference attendance costs as stated above; motion carried by roll call vote.

5. Correspondence – None

6. Workshop #2 regarding LAFCo's Policies and Procedures Update 2019 –

John continued review of the LAFCo Policies and Procedures from page 15; Agricultural and Open Space Land Conservation. A short discussion was held regarding the value of crops and prime Ag land. The commission felt it would be better to hold off on this discussion until the city representatives are present.

John continued the review from page 19, 2.15: Need for Services. John stated that it is important for the cities and county to have policies about the conversion of Ag land in their general plans. Discussion followed regarding high density, parcel sizes, and the balance of property owner rights vs. annexation into city

services. The key point of 2.15 is that you annex when there is a need for services.

7. Discussion of LAFCo Financials, A-87, and payments for county services

John asked the commission about the need to keep a phone number for Lafco at a cost of \$50/month. D. Carter stated that there needs to be a number associated with Lafco for the public. A short discussion followed.

John advised the commission that previously the A87 costs were estimated to be \$3,000 per year, now they are \$10,000 per year. Half of that cost will be paid by the county, and the other half by the cities. He stated that they are high because so many costs are allocated to county agencies. The Treasurer's costs went up substantially. The county provides the annual audit for Lafco. However, there has been no change in Lafco services. John presented some options for the commission's consideration. He also suggested inviting the Auditor, Robert Zunino, to a future Lafco meeting to explain the county charges. A short discussion followed. The commission felt it would be a good idea to have Robert Zunino attend a Lafco meeting.

8. Regular meeting schedule for 2020 – included with today's agenda packet.

9. Executive Officer's Report – John stated that he received a response on the Bear Valley MSR.

Colusa County Waterworks District #1 – Grimes MSR-SOI – currently being worked on.

John received a letter from Calafco thanking him for participating in the conference.

10. Commissioner Reports – discussion – S. Singh stated that he appreciated going to the conference. He thought it was very interesting and he got a lot out of his attendance.

D. Carter provided an update on the feasibility study and bringing the levees up to 100 year flood protection. More discussion followed.

11. Next Colusa LAFCo meeting: February 6, 2020.

Meeting adjourned 4:30 p.m.

Colusa Local Agency Formation Commission

CLAIMS

For December 2019 and January 2020

Authorize payment of the following claims:

FY 2019-2020 EXPENSES:

Claims for December 2019:

Jan 2, 2020	Staff Svcs and Exp. – Dec 2019	\$ 7,131.73
11.16-19-12.15.19	Legal Svcs. P. Scott Browne	\$ 2,083.60
TOTAL:		\$ 9,215.33
Feb 1, 2020	Staff Svcs and Exp. – Jan 2020	\$ 5,180.48
12.16.19-1.15.20	Legal Svcs P. Scott Browne	\$ 2,000.00
Jan 7, 2020	Frontier Phone	\$ 46.15
TOTAL:		\$ 7,226.63
DATED:	Feb 6, 2020	
APPROVED:	Feb 6, 2020	

John Loudon, Chair or Tom Reische, Vice-Chair
Colusa Local Agency Formation Commission

Attest:

John Benoit
Executive Officer

Shadow Accounting
2019-2020

EXPENSE	Executive Off. Cont 53180	Clerical Support 53180	Workers Comp 51035	Atty Contract 53180	Insurance 53100	Office Supplies 53170	Postage 53171	Copies 53170	Membership 53150
	\$48,000.00	\$3,657.00	\$50.00	\$24,000.00	\$1,783.00	\$375.00	\$500.00	\$750.00	\$1,712.00
CALAFCO Dues 19-20									-\$1,075.00
SDRMA Insurance 19-20					-\$1,698.00				
Staff Services June 2019	-\$4,000.00	-\$175.00					-\$55.30	-\$49.90	
Frontier Phone June 7, 2019									
Browne Legal Svcs 5.16.2019-6.15.2019				-\$2,000.00					
Staff Svcs July 2019	-\$4,000.00					-\$10.00	-\$1.42		
Browne Legal Svcs 6.16.19 - 7.15.19				-\$2,000.00					
Frontier PH July 7, 2019									
Calafco Reg and Mobile Workshop									
JB Staff Svcs August 2019	-\$4,000.00	-\$175.00					-\$1.22	-\$68.80	
Frontier ph Aug 7, 2019									
Browne Legal Svcs 7.16.19 - 8.15.19				-\$2,000.00					
JB Staff Svcs Sept 2019	-\$4,000.00					-\$15.00			
Frontier Ph Sept 7, 2019									
Browne Legal Svcs 8.16.19-9.15.19				-\$2,000.00					
JB staff Svcs Oct 2019	-\$4,000.00	-\$175.00					-\$2.05	-\$18.00	
Front Ph Oct 7, 2019									
CSDA Dues 2020									-\$500.00
Browne Legal Svcs 9.16.19-10.15.19				-\$2,000.00					
Denise Carter Conf. Reimbursement									
John Loudon Calafco Conf Reimb				-\$2,000.00					
Browne Legal Svcs 10.16.19-11.15.19									
Front Ph Nov 7, 2019									
JB Staff Svcs Nov 2019	-\$4,000.00	-\$175.00					-\$0.50	-\$5.00	
A-87 County overhead costs									
JB Staff Svcs Dec 2019	-\$4,000.00	-\$175.00					-\$1.00	-\$17.00	
Browne Lgl Svcs 11.16.19-12.15.19				-\$2,000.00					
JB Staff Svcs January 2020	-\$4,000.00					-\$33.90	-\$0.70	-\$5.00	
Browne Legal Svcs 12.16.19-1.15.20				-\$2,000.00					
Frontier ph Jan 7, 2020									
Total Expended in FY 18-19	-\$32,000.00	-\$875.00	\$0.00	-\$16,000.00	-\$1,698.00	-\$58.90	-\$62.19	-\$163.70	-\$1,575.00
Total Remaining in FY 18-19	\$16,000.00	\$2,782.00	\$50.00	\$8,000.00	\$85.00	\$316.10	\$437.81	\$586.30	\$137.00



CITY OF COLUSA

425 WEBSTER STREET * COLUSA, CA 95932 * (530) 458-4740 * FAX (530) 458-8674

January 13, 2020

John Benoit
Executive Director
Colusa County Local Agency Formation Commission
PO Box 2694
Granite Bay CA 95746

Re: Housing Element Update for the City of Colusa

The City of Colusa is preparing an update to the City's Housing Element and is seeking your comments on housing issues for the City. The purpose of the Housing Element, part of the City's General Plan, is to address existing and future housing needs for all Colusa residents and economic groups. The current 2014-19 Housing Element can be reviewed at:

<http://www.cityofcolusa.com/home/government/departments/planning/>

Please submit any comments you or your agency have on the current Housing Element document to the City Planner at planning@cityofcolusa.com or mail to City of Colusa, City Planner, 425 Webster St Colusa CA 95932. You may also contact the City Planner at the same e-mail or by phone at (530) 458-4740 Ext 103, if you have any questions. To provide sufficient opportunity for the City to consider your comments in the updated document, we would like to receive your comments on the current Housing Element by February 18, 2020.

We plan on completing the first draft of the updated document in March 2020, and will send you notification of the draft's availability for public review at that time. You and your agency will then have further opportunity to review and comment on the update document.

Please contact this office if you have any questions.

Sincerely,

Bryan Stice
Community Development Manager