

Colusa Local Agency Formation Commission

Regular Meeting Agenda

Thursday – June 3, 2021

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

3:00 PM

The complete agenda packet, including backup materials and materials related to items on this Agenda submitted to the Commission after distribution of the Agenda Packet, is available for public inspection on the Colusa LAFCo website. www.colusalafco.org

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

Sajit Singh, (Chair, Williams, City)
Denise Carter (Vice Chair, County)
Merced Corona (County)
Brandon Ash (Public)
Greg Ponciano (Colusa, City)

Alternates

Kent Boes (County Alternate)
Tom Reische (City Alternate)
John Loudon, (Public Member Alternate)

Staff

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

2. 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

3. Minutes for March 4, 2021 and April 1, 2021

- a) *Approve minutes for March 4, 2021*
- b) *Approve minutes for April 1, 2021*

4. Consent Agenda

- a. *Ratify claims for April 2021 and payment of claims for the month of May 2021 and*

5. Correspondence: Calafco Achievement Awards Packet

PUBLIC HEARING:

6. PUBLIC HEARING regarding the Final 2021-2022 LAFCo Budget

a) *Review Executive Officer's report and consider Resolution 2021-0006 adopting the Final 2021-2022 LAFCo Budget.*

7. Discussion regarding an updated of the Area of Concern for the City of Colusa

a) *Review staff report and consider Resolution 2021-0007 adopting an updated Area of Concern for the City of Colusa.*

8. Contract Amendment with John Benoit for Staff Services

a) *Amend and consider third amendment to the March 2003 contract for Executive Officer Services regarding applicant initiated contracts reimbursement of costs thereby amending contract Article 2 Section 2.1.4.*

9. Executive Officer's Report:

*City of Williams MSR and SOI
Upcoming Projects*

10. Commissioner Reports - Discussion

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

11. Next Colusa LAFCo meeting: July 7, 2021 3:00 PM

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

Colusa LAFCO

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 j.benoit4@icloud.com

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

#3

LOCAL AGENCY FORMATION COMMISSION
COLUSA COUNTY
MINUTES OF MEETING
March 4, 2021

PRESENT:

MERCED CORONA, County Member Alt.
DENISE CARTER, County Member
SAJIT SINGH, Chair, City Member
BRANDON ASH, Public Member

ALSO PRESENT:

JOHN BENOIT, Ex. Officer
SCOTT BROWNE, Legal Counsel
BEVERLY BURR
KENT BOES, COUNTY ALT.
JOHN LOUDON
JESSE CAIN, CITY OF COLUSA
ED HULBERT, CIP

1. Call to Order/Roll Call

The meeting was called to order at 3:03 p.m. There was a quorum present.

2. LAFCo Minutes for November 5, 2020, January 7, 2021, and February 4, 2021

On motion of D. Carter, second by B. Ash, the commission approved minutes of the November 5, 2020, January 7, 2021, and February 4, 2021 meetings; motion carried by roll call vote.

3. Public Comment – John Loudon asked if John Benoit had received his letter. J. Benoit responded that he had.

4. Consent Agenda

On motion of B. Ash, second by M. Corona, the commission approved claims for the month of February 2021; motion carried by roll call vote.

5. Correspondence – None

6. Workshop regarding the City of Colusa Draft Service Review (MSR) and Sphere of Influence (SOI) Update. (MSR and SOI to be posted on LAFCo’s Website www.colusalafco.org when available)

John stated that Beverly Burr would be presenting information on the MSR and SOI. He wanted to ensure the commission had 21 days to review. The documents will be posted on the Lafco website on March 10th.

Ms. Burr stated that she had three topics to present: the MSR, SOI Update and the CIP Annexation. She reviewed the determinations providing information on housing, disadvantaged communities, municipal services, and future annexation proposals.

Ms. Burr provided information on public safety providers. The current provider, Sacramento River Fire Protection District (SRFPD) very clearly lines up with the city limits. The city has proposed the annexed area would remain with the SRFPD. This commission agreed that this needs to happen. This veers away from past policy and is a

significant policy issue. There has been prior discussion that some kind of consolidation needs to happen in the long term; there is collaboration happening between the two fire providers.

Ms. Burr continued her review stating that there are some infrastructure needs; the levee issue being the most significant financially.

Ms. Burr wrapped up her presentation by providing information on the annexation site and Colusa Industrial Properties. She stated that there are two key decisions for the commission's attention: fire service and future annexations.

John stated that the public hearings will be held on April 1, 2021 and the MSR and SOI Update will be posted next Wednesday.

7. Workshop regarding the CIP Annexation

Covered above.

8. Discussion and Introduction for a Colusa LAFCo policy amendment

This is a policy amendment amending the wording of Section 3.2b ii as follows: replace "...within 20-year timeframe" with "...specified within the applicable jurisdiction's general plan"

John stated that the 20-year timeframe was just too vague. For consistency and clarity, this is the change we are looking at.

9. Executive Officer's Report

- a) Public Member and Public Member Alternate recruitment – John stated that recruitment is in process.
- b.) Policy Amendment, City of Colusa MSR and SOI, CIP Annexation and upcoming 2021-2022 proposed budget hearing – April 1, 2021
The budget committee will be meeting today after this meeting concludes.
- c) 700 Forms due April 1, 2021 to Colusa County Clerk's office.

10. Commissioner Reports – Discussion

Denise stated that she looked at the LAFCo website to see if MSR was done and noticed that some updating of members, as well as some other categories, needs to be done. The website needs refreshed with current data.

11. Next Colusa LAFCo meeting: April 1, 2021 3:00 p.m.

Meeting adjourned 3:54 p.m.

LOCAL AGENCY FORMATION COMMISSION
COLUSA COUNTY
MINUTES OF MEETING
April 1, 2021

PRESENT:

MERCED CORONA, County Member Alt.
DENISE CARTER, County Member
TOM REISCHE, City Member
BRANDON ASH, Public Member
GREG PONCIANO, City Member

ALSO PRESENT:

JOHN BENOIT, Ex. Officer
SCOTT BROWNE, Legal Counsel
LORA CECCON, Clerk
ED HULBERT, CIP
BEVERLY BURR
JESSE CAIN, City of Colusa
JOHN LOUDON
LOGAN CONLEY, Fire Chief
BRYAN STICE, City of Colusa

1. Call to Order/Roll Call

The meeting was called to order at 3:02 p.m. There was a quorum present.

2. Appointment of Public Member and Public Member Alternate

D. Carter moved to appoint Brandon Ash as Public Member and John Loudon as Public Member Alternate, second by G. Ponciano, motion carried by roll call vote.

3. Public Comment - None

4. Consent Agenda

On motion of B. Ash, second by G. Ponciano, the commission approved claims for the month of March 2021; motion carried by roll call vote.

5. Correspondence – None

Public Hearings:

6. Public Hearing regarding a policy amendment thereby amending 3.2b of LAFCo's Policies Standards and Procedures

John presented the policy amendment noting that there are other changes needed that will happen at a later date. Staff recommends approval.

3:11 Opened Public Hearing

3:12 Closed Public Hearing

On motion by M. Corona, second by D. Carter, the commission moved to approve Resolution 2021-0001 amending Section 3.2b of LAFCo's Policies, Standards and Procedures to replace 20-year timeframe language in favor of the "applicable jurisdiction's general plan"; motion carried by roll call vote.

7. Public Hearing regarding the City of Colusa Draft Service Review (MSR) and Sphere of Influence (SOI) Update.

3:14 Opened Public Hearing

Beverly Burr presented findings from the draft MSR and SOI for the City of Colusa. She stated that the city is currently working on an income survey.

Ms. Burr stated that the city has adequate funding to provide services, including, fire, police, water, and wastewater. There is a need for addition industrial land within the city limits.

A short discussion was held regarding the Sacramento Fire Protection District, fire service and future annexations. The commission feels that any language regarding a merger should come back for consideration at a later date. A timeline should not be set.

Logan Conley, Fire Chief, City of Colusa, stated that many steps have been made between the two departments getting along; much has been accomplished. He believes there will be more growth in the future and there should be a natural meshing of the two departments.

The commission agreed that sections 6.b. and 7.a should be removed.

D. Carter questioned 3.k stating that the city has adequate parks. She doesn't feel that the city "needs" to renovate. The city is planning to add amenities. She thinks this looks more like a wish list. Ms. Burr agreed that "needs" is a strong word. She suggested removing everything after the first sentence. The commission agreed.

D. Carter suggested minor changes to 4.e and 3.g. Ms. Burr summarized the changes to be made as follows:

- 6.b Strike
- 7.a Strike
- 3.g change 108 to 200
- 3.k delete sentence 2 & 3
- 4.e delete "without new revenue sources" change to "create new revenue sources"

D. Carter moved to approve Resolution 2021-0002 regarding adoption of the MSR for the City of Colusa with changes, second by G. Ponciano; motion carried by roll call vote.

Ms. Burr presented the SOI for consideration.

After some discussion, the commission agreed that sections 6 and 7 should be removed, including exhibit B.

4:28 Closed Public Hearing

B. Ash moved to approve Resolution 2021-0003 regarding adoption of a Sphere of Influence update for the City of Colusa, with changes, second by D. Carter, motion carried by roll call vote.

8. Public Hearing regarding the CIP Annexation of 611 acres more or less to the City of Colusa

4:29 Opened Public Hearing

J. Benoit presented information on the CIP annexation stating that the levy area would be removed and all of Westcott Road would be included. He recommends approval.

4:42 Closed Public Hearing

D. Carter moved to approve Resolution 2021-0004 approving the annexation of 611 acres more or less to the City of Colusa, second by T. Reische, motion carried by roll call vote.

9. Public Hearing regarding the Proposed 2021-2022 LAFCo Budget

4:43 Opened Public Hearing

John stated that the CALAFCO dues have been decreased by \$11.00 to \$1,308.

S. Browne raised the issue of possible litigation and the cost involved. He stated that a typical Lafco case could run up to \$100,000.

It was suggested that this issue be added to the next Lafco agenda for discussion.

John stated that another budget hearing would be held in May, or before June 15, 2021.

M. Corona moved to approve Resolution 2021-0005 regarding adopting of the 2021-2022 proposed LAFCo Budget, second by T. Reische, motion carried by roll call vote.

10. Discussion and direction regarding the proposed Chaney-Wilson reorganization

John advised the commission that he has received an application for a 12-acre annexation on 5th Street. Some discussion followed regarding the area and the memorandum from the County of Colusa. There is no tax-sharing agreement. John would like direction from the commission on how to proceed.

D. Carter stated that there is an island as is, and Lafco can't, in good conscience, allow just the one to annex and not look at the other areas.

S. Browne advised the commission that they have clear policies to bring in additional properties for logical boundaries.

John noted that the city needs to amend the application. The initial study needs to be expanded to include the entire area.

Jesse Cain, City of Colusa, stated that ideally it would be nice to have this all cleaned up, but who would bear the additional cost. The applicant will not want to spend anymore.

Discussion continued. This item will be included on the next Lafco agenda for further discussion.

11. Designate the Chaney-Wilson subdivision reorganization project as a complex project

Tabled

12. Executive Officer's Report

700 Forms due April 1, 2021 to Colusa county Clerk's Office

13. Commissioner Reports - Discussion

None

14. Next Colusa LAFCo meeting: June 3, 2021 3:00 p.m.

Meeting adjourned 5:20 p.m.

Colusa Local Agency Formation Commission

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CLAIMS

March and April 2021

Authorize payment of the following claims:

FY 2020-2021 EXPENSES:

Claims for March 2020:

May 1, 2021	Staff Svcs and Exp. –April 2021	\$ 4,244.76
May 1, 2021	CIP Annex –Mapping, Research & EO report	\$ 8,882.50
3.16-21-4.15.21	Legal Svcs. P. Scott Browne	\$ 2,000.00
May 1, 2021	Colusa MSR and SOI Costs Feb 2021 bb	\$ 4,455.00
May 1, 2021	Colusa MSR and SOI Costs March 2021 bb	\$ 7,067.50

TOTAL: \$ 26,649.76

Revenue CIP annexation Ck #059034 \$ 12,306.45
Revenue Cheney Annexation Application to the City of Colusa \$ 3,700.00

Claims for April 2021:

Frontier Phone	May 7, 2021	\$ 54.76
June 1, 2021	Staff Svcs and Exp. –May 2021	\$ 4,619.76
4.16-21-5.15.21	Legal Svcs. P. Scott Browne	\$ 2,000.00

TOTAL: \$ 6,668.84

DATED: June 3, 2021

APPROVED: June 3, 2021

Sagit Singh , Chair or Denise Carter , Vice-Chair
Colusa Local Agency Formation Commission

Attest:

John Benoit
Executive Officer

C/O John Benoit, Executive Officer - P.O. Box 2694, Granite Bay, CA. 95746 530.458.0593 ph. 916.797-7631 fax.
lafco@countyofcolusa.com

Expenditure Category City Coding	Executive Off. Cont 7338	Clerical Support 7320	Workers Comp 7016	Lgl Services 7321	Insurance 7315	Office Supplies 7339	Postage 7322	Copies 7322
	\$48,000.00	\$3,657.00	\$50.00	\$24,000.00	\$2,325.00	\$375.00	\$500.00	\$750.00
SDRMA Insurance 20-21 pre-paid					-\$2,325.00			
CALAFCo Dues 20-21								
Staff SVCS June 2020	-\$4,000.00	-\$175.00					-\$4.26	-\$50.80
Browne Ending 6.15.20				-\$2,000.00				
Frontier Phone June 7, 2020								
Staff SVCS July 2020	-\$4,000.00							-\$10.00
Browne Ending 7.15.20				-\$2,000.00				
Frontier Phone July 7, 2020								
Browne Ending 8.15.20				-\$2,000.00				
Staff Svcs Aug 2020	-\$4,000.00	-\$175.00					-\$1.84	-\$15.00
Frontier Ph. August 2020								
Staff Svcs September 2020	-\$4,000.00	-\$175.00						-\$10.00
Browne ending 9.15.2020				-\$2,000.00				
Frontier Ph Sept 2020								
Pioneer Rev Lgl Fire MSR and SOI								
Staff Svcs October 2020	-\$4,000.00	-\$175.00						-\$15.00
Browne Ending 10.15.2020				-\$2,000.00				
CSDA Dues 2020-2021								
Frontier Ph Oct , 2020								
Colusa County A-87 costs 20-21								
Browne Ending 11.15.2020				-\$2,000.00				
Staff Svcs November 2020	-\$4,000.00	-\$175.00						-\$5.00
Frontier Ph Nov 2020								
Staff Svcs Dec 2020	-\$4,000.00					-\$64.00		-\$20.00
Browne Ending 12.15.2020				-\$2,000.00				
Frontier Ph Dec 2020								
Staff Svcs for January 2021	-\$4,000.00	-\$175.00						-\$17.50
Frontier phone Jan 7, 2020								
Browne Ending 1.15.21				-\$2,000.00				
Browne Ending 2.15.21				-\$2,000.00				
Pioneer review Pub Member recruit								
Staff Svcs Feb 2021	-\$4,000.00	-\$175.00						-\$10.00
Frontier PH Feb 7,2021								
Staff Svcs March 2021	-\$4,000.00	-\$175.00				-\$20.00	-\$54.00	-\$50.20
Browne Ending 3.15.2020				-\$2,000.00				
Front ph Mar 7, 2021								
Pioneer Review CIP and Budget								
April 2021 Invoice and Colusa MSR	-\$4,000.00	-\$175.00						-\$15.00
Revenue CIP annexation								
Browne Ending4.15.21				-\$2,000.00				
Revenue Cheney Wilson Annex								
Browne Ending 5.15.21				-\$2,000.00				
Front Ph May 7, 2021								
Staff Svcs May 2021	-\$4,000.00							-\$15.00
Total Expended in FY 18-19	-\$48,000.00	-\$1,575.00	\$0.00	-\$24,000.00	-\$2,325.00	-\$84.00	-\$60.10	-\$233.50
Total Remaining in FY 18-19	\$0.00	\$2,082.00	\$50.00	\$0.00	\$0.00	\$291.00	\$439.90	\$516.50

Membership: Trans	Trave	Training	Legal Notices	Comm	Sp Proj.	FileScan	SOI	MSR	Mapping	A-87 / Admin	TOTAL EXPENDED
7319	7333	7332	7316	7306	7331	7340	7324	7318	7703		
\$1,819.00	\$4,000.00	\$2,500.00	\$750.00	\$1,400.00	\$5,000.00	\$16,000.00	\$16,000.00	\$5,000.00	\$3,000.00		\$135,126.00
											-\$2,325.00
-\$1,319.00											-\$1,319.00
	-\$92.00										-\$5,298.80
				-\$41.74							-\$2,000.00
				-\$46.26							-\$46.26
				-\$41.77							-\$5,921.77
				-\$46.40							-\$2,000.00
				-\$41.88							-\$46.40
				-\$47.46							-\$2,000.00
				-\$41.25							-\$5,388.72
				-\$48.25							-\$47.46
				-\$71.25							-\$5,161.25
				-\$41.88							-\$2,000.00
				-\$48.86							-\$48.25
-\$500.00											-\$71.25
											-\$2,000.00
											-\$7,036.88
											-\$2,000.00
											-\$500.00
											-\$48.86
											-\$1,734.00
											-\$2,000.00
											-\$9,701.49
											-\$56.96
											-\$5,228.57
											-\$2,000.00
											-\$60.47
											-\$5,928.08
											-\$48.35
											-\$2,100.00
											-\$2,000.00
											-\$70.00
											-\$5,454.53
											-\$47.10
											-\$8,529.72
											-\$2,000.00
											-\$38.58
											-\$121.00
											-\$121.00
											-\$24,649.76
											\$12,306.45
											-\$2,000.00
											\$3,700.00
											-\$2,000.00
											-\$49.08
											-\$49.08
											-\$4,619.76

-\$1,819.00	-\$92.00	\$0.00	-\$262.25	-\$1,127.50	-\$5,000.00	-\$15,985.00	-\$10,188.55	\$1,095.00	-\$1,734.00	-\$107,690.90
\$0.00	\$3,908.00	\$2,500.00	\$487.75	\$272.50	\$0.00	\$15.00	\$5,811.45	\$6,095.00	\$1,266.00	\$23,735.10
										Prepaid Final
										Total Expenses 2020-2021
										Carry forward from 2019-2020
										Prepaid Exp pd by County
										TOTAL Project Revenue
										Total Interest Deposits
										Total City/Co Contributions
										\$105,745.00
										PAID city/county contributions
										TOTAL Cash Balance
										\$113,507.61
										TOTAL Budget Balance
										\$23,735.10
										TOTAL Contingency Balance
										-\$72,156.28
										TOTAL RESERVE
										\$60,000.00

COLUSA LAFCO

EXECUTIVE OFFICER'S REPORT

June 3, 2021

TO: Local Agency Formation Commission
FROM: John Benoit, Executive Officer
RE: Recommended Final Budget for FY 2021-2022

Since the passage of AB-2838 in 2000, LAFCO has become independent from the County. Costs for the operation of LAFCO were entirely paid by the County including costs for staff time, legal services, miscellaneous office expenses, and insurance.

I provided a "recommended" budget of \$137,115.20, which was adopted at the April 1, 2021 meeting. Slight modifications are required due to increased liability insurance costs. A Budget Justification Report was prepared for the Proposed Budget Hearing.

SUMMARY OF EXPENSES as recommended in the Proposed Budget:

Executive Officer Services The Commission recommended in its proposed budget \$48,000 for this item. This translates into an average of \$4,000.00 per month for LAFCO administration. Notwithstanding a very complex reorganization or incorporation project for Colusa LAFCO, this amount should cover LAFCO administration. Complex projects would be fee supported thereby increasing revenue to LAFCO.

Clerk Support The Commission recommended in its proposed budget \$3,657 for this item.

Legal Services The Commission recommended in its proposed budget \$24,000 for this item. LAFCO Counsel attends all LAFCO meetings.

Liability Insurance The Commission recommended in its proposed budget \$2,325.00. The Special Districts Risk Management Authority (SDRMA) issued an amended indication letter on May 10, 2021. This letter indicates a is estimated an increase of \$172.22 to \$2497.22. The entire insurance pool is being impacted by the reinsurer rate increases. In addition, there are different variables per each member such as; increased exposure from changes to the policy through out the current program year and submitted renewal questionnaire, loss ratio, and if an agency is a minimum contribution member. Reinsurers across the State are raising rates, which results in a rate increase to the SDRMA Property/Liability Program membership. Specifically, for the 2021-22 renewal

the reinsurer minimum premium amounts are increasing above what the SDRMA minimum premium have been in the past. Therefore, SDRMA is forced to raise program minimum premium to members that fall within that category. SMARA reported "If we did not raise the rates, we would not be able to maintain the financial stability of the program. SDRMA understands this increase can be devastating to some of its members and LAFCO's that may be impacted by this increase".

Therefore, the final liability insurance budget needs to increase by \$172.22 for FY 2021-2022.

Office Supplies The Commission recommended in its proposed budget \$2,875.00 for this item combined with copies and postage. This budget includes \$375.00 for Office Supplies, \$500.00 for Postage and \$750.00 for copies.

Memberships The Commission recommended in its proposed budget \$1,808.00, which includes \$500 for CSDA membership and 1,308.00 for the 21-22 Calafco membership.

Transportation and Travel and Training The Commission recommended in its proposed budget \$6,500 for this item. This includes miscellaneous mileage and lodging for the Calafco Annual Conference in Orange County, October 6-9, 2021 and the annual Staff Workshop to be in Orange County (note the 2021 Calafco staff workshop was cancelled).

Legal Notices/Publications The Commission recommended in its proposed budget \$750.00. for legal notices. This has been reduced due to decreasing costs.

Communications The Commission recommended in its proposed budget \$1,400.00 for this item.

Special Projects:

File Scanning and Mapping The proposed budget includes an allocation to electronically scan and index LAFCo's old files in accordance with LAFCo's records retention policy and prepare maps for LAFCo. \$5,000.00 has been budgeted for this effort.

Service Reviews The Commission recommended in its proposed budget \$16,000.00 for this effort. This would cover costs of preparing reviews as required by the LAFCO Act including some carryover from this fiscal year and initiating the reviews in the work program for next fiscal year .

Sphere of Influence Updates The Commission recommended in its proposed budget \$16,000.00 to cover the costs of updating Spheres of Influence as required by the LAFCO Act.

Other Charges A-87 While LAFCO is an independent agency, claims processing and other functions are performed by the City of Williams. In theory, A-87 reflects the reasonable and necessary cost of various county services used by LAFCO. The County is charging LAFCO for a two-year buyout of A-87 and this budget estimates this figure to be around \$2,000.00. At the April 2020 meeting the Commission approved a contract with the City of Williams for \$3,000 per year to manage its financials. At its May 20, 2020 meeting the City Council agreed to enter into a contract for financial services with LAFCO commencing on July 1, 2020. A budget of \$3,000 is needed for the City Finance services and \$2,000 for County services two fiscal years ago.

Contingency The Commission recommended in its proposed budget a contingency of \$10,000.

Reserve Fund The commission has budgeted for a general reserve of \$60,000.00.

CARRYOVER

This year LAFCO will expend nearly its entire budget. Therefore, an anticipated rollover is estimated to be 100,000.00. Most of this amount will be needed to fund a portion of the ongoing Municipal Service Reviews and Sphere of Influence Updates as well as the entire reserve and contingency fund.

APPORTIONMENT TO AGENCIES

The amount to be apportioned to the Cities and the County will be **\$101,087.22** a decrease from the \$105,745.00 for this year which was mostly due to higher and unexpected A-87 costs during this fiscal year.

Recommendation:

- a. Review, discuss, amend, and consider the Final Budget. A budget justification report was prepared by staff prior to the adopted proposed budget.
- b. Adopt LAFCO Resolution 2021-0006 approving a final budget for FY 2021-2022.

Resolution 2021-0006
of the
Colusa Local Agency Formation Commission

*Resolution of the Colusa Local Agency Formation Commission Adopting a
Final Budget for 2021-2022*

WHEREAS, Colusa LAFCO is required by Government Code Section 56381(a) to adopt annually, following a noticed public hearing, a proposed budget by May 1st and a final budget by June 15th; and,

WHEREAS, the Commission has prepared a final budget for public review; and,

WHEREAS, the Executive Officer has given notice of hearing in the form and manner specified by law for adoption of the final budget and upon the date, time and place specified in said notice of hearing, the Commission heard, discussed and considered all oral and written testimony submitted including, but not limited to, the approved budget priorities for Fiscal Year 2021-2022 and the Executive Officer's report and recommendations; and

WHEREAS, the Commission has considered the attached final Budget in light of the requirements of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000;

NOW THEREFORE, the Colusa Local Agency Formation Commission does hereby determine, resolve, and order the following:

1. That Colusa LAFCO hereby adopts the attached final 2021-2022 budget shown as Exhibit A.
2. Directs the Executive Officer to transmit the final budget to the Auditor and all parties specified in Government Code Section 56381 (a) as promptly as possible.
3. The Commission hereby requests the Auditor to collect the funds, in accordance with Government Code Section 56381 (c). In the event of non-payment of LAFCO funds by any entity subject to the LAFCO's apportionment, the Commission hereby requests and

authorizes the Auditor to collect the funds from property tax revenues or any other revenue source and deposit the funds into the LAFCO account.

4. Any unexpended funds not otherwise re-budgeted into the 2021-2022 budget shall be retained by LAFCO and be either re-budgeted or placed into LAFCO's general reserve fund.

PASSED AND ADOPTED by the Colusa Local Agency Formation Commission at a regular meeting of said Commission held on June 3, 2021 by the following roll call vote:

AYES: -

NOES: -

ABSTAINS: -

ABSENT: -

Signed and approved by me after its passage this 3rd day of June 2021.

Sajit Singh, Chair or Denise Carter, Vice-Chair
Colusa LAFCO

Attest:

John Benoit
Colusa LAFCO

EXHIBIT "A"
FINAL 2021-2022 Budget 04060

	FINAL 2018-2019 Budget	FINAL 2019-2020 Budget	FINAL 2020-2021 Budget	PROPOSED 2021-2022 Budget	FINAL 2021-2022 Budget
REV, CATEGORICAL and CARRYOVER ESTIMATES					
City and County Contributions	\$ 93,542.00	\$ 93,542.00	\$ (105,745.00)	\$ (100,915.00)	\$ (101,087.22)
Carryover Prior-Year	\$ (95,000.00)	\$ (100,000.00)	\$ (93,181.00)	\$ (100,000.00)	\$ (100,000.00)
Categoricals					
Processing Fees	\$ (5,000.00)	\$ (5,000.00)	\$ (5,000.00)	\$ (5,000.00)	\$ (5,000.00)
Interest	\$ (1,200.00)	\$ (1,200.00)	\$ (1,200.00)	\$ (1,200.00)	\$ (1,200.00)
TOTAL REVENUE AND CARRYOVER EST.	\$ (101,200.00)	\$ (106,200.00)	\$ (205,126.00)	\$ (207,115.00)	\$ (207,287.22)
EXPENDITURES					
Workers Comp	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
Executive Officer Contract	\$ 48,000.00	\$ 48,000.00	\$ 48,000.00	\$ 48,000.00	\$ 48,000.00
Clerical Support	\$ 3,657.00	\$ 3,657.00	\$ 3,657.00	\$ 3,657.00	\$ 3,657.00
Legal Services (attorney contract)	\$ 24,000.00	\$ 24,000.00	\$ 24,000.00	\$ 24,000.00	\$ 24,000.00
Liability Insurance	\$ 1,818.00	\$ 1,783.00	\$ 2,325.00	\$ 2,325.00	\$ 2,497.22
Office Supplies	\$ 375.00	\$ 375.00	\$ 375.00	\$ 375.00	\$ 375.00
Postage	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Copies	\$ 1,500.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00
Memberships	\$ 926.00	\$ 1,712.00	\$ 1,819.00	\$ 1,808.00	\$ 1,808.00
Transportation and Travel	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
Training	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
Legal Notices and Publications	\$ 1,500.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00
Communications	\$ 1,250.00	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00
Special Projects -File Scanning/Complex projects	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Sphere of Influence Updates	\$ 16,000.00	\$ 16,000.00	\$ 16,000.00	\$ 16,000.00	\$ 16,000.00
Municipal Service Reviews	\$ 16,000.00	\$ 16,000.00	\$ 16,000.00	\$ 16,000.00	\$ 16,000.00
Mapping and Scanning	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
A-87/Administration Fees	\$ 2,666.00	\$ 2,666.00	\$ 3,000.00	\$ 5,000.00	\$ 5,000.00
TOTAL EXPENDITURE BUDGET	\$ 134,742.00	\$ 134,143.00	\$ 135,126.00	\$ 137,115.00	\$ 137,287.22
CONTINGENCY	\$	\$	\$	\$	\$
RESERVE FUND	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
TOTAL Funds needed for expenditures-Cont and Reserv	\$ 194,742.00	\$ 204,143.00	\$ 205,126.00	\$ 207,115.00	\$ 207,287.22
Estimated Revenue, Interest & Carryover	\$ (101,200.00)	\$ (106,200.00)	\$ (99,381.00)	\$ (106,200.00)	\$ (106,200.00)
Amount to be apportioned to the Cities and the County	\$ 93,542.00	\$ 97,943.00	\$ 105,745.00	\$ 100,915.00	\$ 101,087.22

**Resolution 2021-0007 of the
Colusa Local Agency Formation Commission
Colusa County, California**

A Resolution Making Determinations on the Area of Concern for the City of Colusa

WHEREAS, the Colusa Local Agency Formation Commission (LAFCo) Policies, Standards and Procedures provide that LAFCo may designate a geographic area beyond a local agency's Sphere of Influence (SOI) as an Area of Concern in which the local agency may directly or indirectly be affected by land use decisions or other governmental actions of another local agency;

WHEREAS, Colusa LAFCo designated an Area of Concern for the City of Colusa in 2012, as shown on Exhibit A;

WHEREAS, on April 1, 2021, Colusa LAFCo updated the Sphere of Influence for the City of Colusa to include SOI expansion areas, and approved annexation of southeastern territory in the vicinity of Colusa Industrial Park to the City, as shown on Exhibit A;

WHEREAS, the City of Colusa proposes to expand its Area of Concern, as shown on Exhibit A;

WHEREAS, the proposed action consists of designating an expanded Area of Concern for the City of Colusa; and

WHEREAS, expansion of the Area of Concern is statutorily exempt from the provisions of the California Environmental Quality Act (CEQA), as the Area of Concern simply affords for planning and communication for possible future actions that have not been approved, adopted, or funded, pursuant to State CEQA Guidelines Section 15262;

NOW, THEREFORE, BE IT RESOLVED that Colusa LAFCo does hereby adopt the expansion of the existing Area of Concern to include the proposed Area of Concern (with the exception of AOC exclusion area 1), as depicted in Exhibit A (attached).

AREA OF CONCERN DETERMINATIONS

- 1) *Land uses*
 - a) Northern: The northern AOC expansion area lands include the Colusa Casino Resort, a residential area, exclusive agriculture, riverfront, and agriculture transition.
 - b) Western: The western AOC expansion area lands include rural residential, agriculture transition, highway service commercial, and light and heavy industrial, as well as exclusive agriculture in the outlying portions.
 - c) Southern: The southern AOC expansion area lands are primarily designated for heavy industrial, and include exclusive agriculture uses.
 - d) Southeastern: The southeastern AOC expansion area lands are designated for exclusive agriculture uses.
- 2) *Scope of actions affecting the local agency*
 - a) LAFCo will provide notice to a local agency of any proposals received by other local agencies within a designated Area of Concern, and give great weight to the affected agency's comments thereon.
 - b) LAFCo's intent is for the concerned local agency to be notified by another local agency when the latter proposes to take action or approve projects that could conceivably impact

Resolution 2021-0007
City of Colusa Area of Concern
June 3, 2021

the concerned agency and its future provision of water, wastewater, road, fire, emergency medical or other material municipal services and public infrastructure. Furthermore, LAFCO's intent is for the acting agency to solicit and consider the input of the concerned local agency in such circumstances.

- c) Further, LAFCO's intent is for the nature of joint planning and communication to be both clear and adaptable to the evolving needs of the agencies.
 - i) LAFCO encourages acting and concerned local agencies to develop commitments to one another for cooperative planning, as appropriate, in a designated Area of Concern.
 - ii) If requested, LAFCO will seek a commitment between the agencies such that the affected local agency is given advance notice of any actions or projects being considered within the Area of Concern, and assurances that its comments will be considered by the acting agency.

PASSED and ADOPTED by this Local Agency Formation Commission of the County of Colusa, on the 3rd day of June 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINS:

Signed and approved by me after its passage this third day of June 2021.

Sajit Singh, Chair
Colusa Local Agency Formation Commission

Attest:

John Benoit, Executive Officer
Colusa Local Agency Formation Commission

CITY OF COLUSA

PUBLIC SAFETY PROVIDERS

Township 16 North

Township 15 North

Detail

- Legend**
- Roads
 - Parcels
 - Sectional Grid (MDB&M)
 - City Of Colusa and Fire Provider Boundary
 - City of Colusa Sphere of Influence
 - Existing Area of Concern
 - Proposed Area of Concern
 - Sacramento River FPD
 - SOI Expansion Area
 - City of Colusa Preferred Annexation
 - Fire Station
 - Hospital
 - Police Station
 - Sheriff Office



0 1,320 2,640 Feet
Map Created 3/26/2021

This map does not depict a legal property boundary and may not be used as a legal description as defined in the Subdivision Map Act

