

Colusa Local Agency Formation Commission

Regular Meeting Agenda

Thursday – June 4, 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)
Greg Ponciano (Colusa, City)
Sajit Singh, (Williams, City)

Alternates

Merced Corona (County Alternate)
Tom Reische (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 April 2, 2020

a. *Consider approving the April 2, 2020 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 April 2020 and May 2020*

5. Correspondence:

Public Hearings:

7. Consider the FY 2020-2021 Final LAFCo Budget

- a) *Receive Executive Officer's Report and open and close public hearing*
- b) *Consider Resolution 2020-0002 adopting a final FY 2020-2021 LAFCo Budget*

8. Consideration of LAFCo's Policies and Procedures Update 2020.

- a) *Conduct hearing regarding updated LAFCo Policies and Procedures.*
- b) *Consider adoption of LAFCo Resolution 2020-0003 adopting updated LAFCo Policies and Procedures.*

9. Request for a second extension of LAFCo File 2016-0001 Glenn Colusa Irrigation District Willows Detachment until June 3, 2021

- a) *Approve extension request for the GCID Detachment until June 3, 2021.*

Workshop:

10. Workshop regarding the Fire and EMS service review for fire agencies in Colusa County

- a) *Continue this workshop until the July 2nd, 2020 Colusa LAFCo meeting*

11. Executive Officer's Report:

- a) *Agreement with the City of Williams*

12. 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

13. Next Colusa LAFCo meeting: July 2, 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 are 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
April 2, 2020

PRESENT:

JOHN LOUDON, Chair, County Member
BRANDON ASH, Public Member
GREG PONCIANO, City Member
SAJIT SINGH, City Member
MERCED CORONA, County Alternate

ALSO PRESENT:

JOHN BENOIT, Ex. Officer
SCOTT BROWNE, Legal Counsel
MARY WINTERS, Public Alt.
LORA CECCON, Clerk

Meeting held by teleconference due to COVID-19.

1. Call to Order/Roll Call

The meeting was called to order at 3:00 p.m. There was a quorum present.

2. Consider Minutes from February 6, 2020

On motion of B. Ash, second by S. Singh, the commission approved the meeting minutes of February 6, 2020 with G. Ponciano abstaining; motion carried by roll call vote.

3. Public Comment - None

4. Consent Agenda

On motion of B. Ash, second by M. Corona, the commission approved claims for the months of February and March 2020; motion carried by roll call vote.

5. Correspondence – None

6. Consider Agreement with the City of Williams to provide financial services for Colusa LAFCo commencing on July 1, 2020.

a. Receive Executive Officer's Report: John reported that the Budget Committee met and the recommendation was to contact the City of Williams regarding financial services for LAFCo. John talked with the City of Williams Manager, Frank Kennedy and S. Singh. The city is willing to provide financial services at \$3,000 per year; \$6,000 less than the county. Services to begin July 1, 2020. All backup information is provided in today's agenda packet.

b. Approve agreement between the City of Williams and LAFCo to provide financial services for \$3,000.00 per year commencing on July 1, 2020.

On motion of S. Singh, second by M. Corona, the commission moved to approve the agreement between the City of Williams and LAFCo to provide financial services for \$3,000.00 per year; motion carried by roll call vote.

- c. Adopt Resolution 2020-0002 requesting the City of Williams to establish a LAFCo fund including revenue and expenditure accounts**

On motion of G. Ponciano, second by S. Singh, the commission moved to approve Resolution 2020-0002 requesting the City of Williams to establish a LAFCo fund including revenue and expenditure accounts; motion carried by roll call vote.

- d. Resolution 2020-0003 authorizing the release of LAFCo funds held by the County Treasury to the City of Williams for deposit into the LAFCo account.**

On motion by B. Ash, second by M. Corona, the commission moved to approve Resolution 2020-0003 authorizing the release of LAFCo funds held by the County Treasury to the City of Williams for deposit into the LAFCo account; motion carried by roll call vote.

- e. Authorize Chair to sign letter regarding the release of LAFCo Funds to be sent to the County Auditor upon final approval of an agreement between LAFCo and the City of Williams.**

On motion of S. Singh, second by B. Ash, the commission approved authorizing the Chair to sign a letter regarding the release of LAFCo funds to be sent to the County Auditor upon final approval of an agreement between LAFCo and the City of Williams; motion carried by roll vote.

3:19 p.m. – Opened Public Hearing

7. Consider the FY 2020-2021 Proposed LAFCo Budget

John stated that he met with the Budget Committee and determined that in order to reduce costs; it makes sense to contract with the City of Williams for financial services. The CALAFCO dues have increased from \$1,077.00 to \$1,319.00; the remainder of the budget is the same as the current year budget.

LAFCo budgeted \$2,666.00 in FY 18-19 and 19-20 for A-87 costs. The actual cost has been determined to be \$9,485.00 leaving a shortage of \$6,819.00. The \$6,819.00 has been added to the City of Williams, City of Colusa and County of Colusa contributions. There will be no increase in the Reserve Fund this year.

3:25 p.m. – Closed Public Hearing

On motion of M. Corona, second by G. Ponciano, the commission moved to approve Resolution 2020-0001 adopting a proposed FY 2020-2021 LAFCo budget; motion carried by roll call vote.

8. Consideration of LAFCo's Policies and Procedures Update 2020

Item continued to the June 4, 2020 LAFCo meeting.

9. Workshop regarding the Fire and EMS service review for fire agencies in Colusa County

This workshop continued to the June 4, 2020 LAFCo meeting.

10. Executive Officer's Report

Form 700's – now due June 1, 2020 – file with the County Clerk

11. Commissioner Reports – Discussion – J. Loudon reported that there is only 1 case of COVID-19 due to the shelter-in-place.

12. Next Colusa LAFCo meeting: June 4, 2020

Meeting adjourned 3:27 p.m.

Colusa Local Agency Formation Commission

CLAIMS

For April and May 2020

Authorize payment of the following claims:

FY 2019-2020 EXPENSES:

Claims for April and May 2020:

May 1, 2020	Staff Svcs and Exp. – April 2020	\$ 5,523.29
3.16-20-4.15.20	Legal Svcs. P. Scott Browne	\$ 2,000.00
Apr 7, 2020	Frontier Phone #102302-8	\$ 46.20
June 1, 2020	Staff Services and Exp – May 2020	\$ 4,605.77
4.16.20-5.15.20	Legal Svcs. P. Scott Browne	\$ 2,073.30
May 7, 2020	Frontier Phone 102302-8	\$ 46.00
May 18, 2020	Pioneer Review Final Budget Notice	\$ 71.50
May 27, 2020	SDRMA Insurance FY 20-21	\$ 2,325.00

TOTAL: \$ 16,691.06

DATED: June 4, 2020

APPROVED: June 4, 2020

John Loudon, 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
CALAFCO Dues 19-20	\$48,000.00	\$3,657.00	\$50.00	\$24,000.00	\$1,783.00	\$375.00	\$500.00	\$750.00	\$1,712.00
SDRMA Insurance 19-20					-\$1,698.00				-\$1,075.00
Staff Servicess 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 CalafcoConf Relmb									
Browne Legal Svcs 10.16.19-11.15.19				-\$2,000.00					
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 Svs 12.16.19-1.15.20				-\$2,000.00					
Frontier ph Jan 7, 2020									
JB Staff Svcs February 2020	-\$4,000.00	-\$175.00					-\$0.70	-\$83.40	
Browne Legal Svs 2.16.20-2.15.20				-\$2,000.00					
Frontier PH 2.7.20									
JB Staff Svcs. March 2020	-\$4,000.00							-\$15.00	
Browne Legal Svcs 2.16.15 - 3.15.20				-\$2,000.00					
Frontier Ph 3.7.20									
Staff Svcs April 2020	-\$4,000.00	-\$175.00					-\$1.42	-\$20.00	
Front Ph 4.7.2020									
Browne Ending 4.15.2020 #465				-\$2,000.00					
Interest Credited to LAFCo Account									
Browne Ending 5.15.2020 #484				-\$2,000.00					
Staff Svcs May 2020	-\$4,000.00						-\$2.50	-\$11.50	
Frontier Ph 5.7.20									
Pioneer Review									
SDRMA Insurance 20-21 pre paid					-\$2,325.00				
Total Expended in FY 18-19	-\$48,000.00	-\$1,225.00	\$0.00	-\$24,000.00	-\$4,023.00	-\$58.90	-\$66.81	-\$293.60	-\$1,575.00
Total Remaining in FY 18-19	\$0.00	\$2,432.00	\$50.00	\$0.00	-\$2,240.00	\$316.10	\$433.19	\$456.40	\$137.00

Item # 7

COLUSA LAFCO

EXECUTIVE OFFICER'S REPORT

June 4, 2020

TO: Local Agency Formation Commission
FROM: John Benoit, Executive Officer
RE: Recommended Final Budget for FY 2020-2021

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 \$135,126.00 which was adopted at the April 2, 2019 meeting. 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 \$1,783.00. The estimated cost for LAFCO insurance through the Special Districts Risk Management Authority (SDRMA) is estimated to increase 110% to \$3,000.00. 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 2020-21 renewal the reinsurer minimum premium

amounts are increasing way above what the SDRMA minimum premium has 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".

On May 27, 2020 the SDRMA reduced the amount to be paid by Colusa LAFCo by \$500.00. Since Colusa LAFCo has various credits the Invoice for FY 2020-2021 insurance is now \$2,325.00, a \$542.00 increase from this year.

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 \$1,819.00, which includes \$500 for CSDA membership and 1,319.00 for the 20-21 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 Monterey, October 21-23, 2020 and the annual Staff Workshop to be in Orange County (note the 2020 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 County Auditor's office. In theory, A-87 reflects the reasonable and necessary cost of various county services used by LAFCO. LAFCO is estimating this figure has been around \$2,666.00. The County of Colusa is now charging substantially higher A-87 at around \$9,000.00. 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. The increase in the amount for Financial Services (A-87) is now \$334 higher in this budget category with the City rather than what it would have been with the County at \$6,819.00.

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 will be more this year, which is estimated at \$93,181.00, which is lower due to higher than expected A-87 costs during Fiscal Year 2019-2020. Most of this amount will be needed to fund ongoing Municipal Service Reviews and Sphere of Influence Updates as well as the entire reserve fund.

APPORTIONMENT TO AGENCIES

The amount to be apportioned to the Cities and the County will be **\$105,745.00** higher than this year (\$97,592.00) 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 2020-0002 approving a final budget for FY 2020-2021.

Resolution 2020-0002
of the
Colusa Local Agency Formation Commission

*Resolution of the Colusa Local Agency Formation Commission Adopting a
Final Budget for 2020-2021*

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 2020-2021 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 2020-2021 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 2020-2021 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 4, 2020 by the following roll call vote:

AYES: -

NOES: -

ABSTAINS: -

ABSENT: -

Signed and approved by me after its passage this 4th day of June 2020.

John Loudon, Chair or Denise Carter, Vice-Chair
Colusa LAFCO

Attest:

John Benoit
Colusa LAFCO

EXHIBIT "A"
PROPOSED 2020-2021 Budget 04060

Colusa LAFCO

REV, CATEGORICAL and CARRYOVER ESTIMATES	FINAL 2018-2019 Budget	FINAL 2019-2020 Budget	PROPOSED 2020-2021 Budget	FINAL 2020-2021 Budget
466920 City and County Contributions	\$ 93,542.00 \$	93,542.00 \$	(105,203.00) \$	(105,745.00)
10100 Carryover Prior-Year	\$ (95,000.00) \$	(100,000.00) \$	(93,181.00) \$	(93,181.00)
Categoricals				
466920 Processing Fees	\$ (5,000.00) \$	(5,000.00) \$	(5,000.00) \$	(5,000.00)
441900 Interest	\$ (1,200.00) \$	(1,200.00) \$	(1,200.00) \$	(1,200.00)
TOTAL REVENUE AND CARRYOVER EST.	\$ (101,200.00) \$	(106,200.00) \$	(204,584.00) \$	(205,126.00)
EXPENDITURES				
51035 Workers Comp	\$ 50.00 \$	50.00 \$	50.00 \$	50.00
53180 Executive Officer Contract	\$ 48,000.00 \$	48,000.00 \$	48,000.00 \$	48,000.00
53180 Clerical Support	\$ 3,657.00 \$	3,657.00 \$	3,657.00 \$	3,657.00
53180 Legal Services (attorney contract)	\$ 24,000.00 \$	24,000.00 \$	24,000.00 \$	24,000.00
53100 Liability Insurance	\$ 1,818.00 \$	1,783.00 \$	1,783.00 \$	2,325.00
53170 Office Supplies	\$ 375.00 \$	375.00 \$	375.00 \$	375.00
53171 Postage	\$ 500.00 \$	500.00 \$	500.00 \$	500.00
53170 Copies	\$ 1,500.00 \$	750.00 \$	750.00 \$	750.00
53150 Memberships	\$ 926.00 \$	1,712.00 \$	1,819.00 \$	1,819.00
53250 Transportation and Travel	\$ 4,000.00 \$	4,000.00 \$	4,000.00 \$	4,000.00
1002.5 Training	\$ 2,500.00 \$	2,500.00 \$	2,500.00 \$	2,500.00
53190 Legal Notices and Publications	\$ 1,500.00 \$	750.00 \$	750.00 \$	750.00
53060 Communications	\$ 1,250.00 \$	1,400.00 \$	1,400.00 \$	1,400.00
53180 Special Projects -File Scanning	\$ 5,000.00 \$	5,000.00 \$	5,000.00 \$	5,000.00
53180 Sphere of Influence Updates	\$ 16,000.00 \$	16,000.00 \$	16,000.00 \$	16,000.00
53180 Municipal Service Reviews	\$ 16,000.00 \$	16,000.00 \$	16,000.00 \$	16,000.00
53180 Mapping and Scanning	\$ 5,000.00 \$	5,000.00 \$	5,000.00 \$	5,000.00
53229 A-87/Administration Fees	\$ 2,666.00 \$	2,666.00 \$	3,000.00 \$	3,000.00
TOTAL EXPENDITURE BUDGET	\$ 134,742.00 \$	134,143.00 \$	134,584.00 \$	135,126.00
59400 CONTINGENCY	\$ 10,000.00 \$	10,000.00 \$	10,000.00 \$	10,000.00
RESERVE FUND	\$ 50,000.00 \$	60,000.00 \$	60,000.00 \$	60,000.00
TOTAL Funds needed for expenditures-Cont and Reserv	\$ 194,742.00 \$	204,143.00 \$	204,584.00 \$	205,126.00
FY 16-17 Estimated Revenue, Interest & Carryover	\$ (101,200.00) \$	(106,200.00) \$	(99,381.00) \$	(99,381.00)
Amount to be apportioned to the Cities and the County	\$ 93,542.00 \$	97,943.00 \$	105,203.00 \$	105,745.00

Colusa Local Agency Formation Commission

Item #8

MEMORANDUM

June 4, 2020

TO: LAFCo Commissioners

FROM: John Benoit, Executive Officer

SUBJECT: Resolution 2020-0003 approving and adopting amended updated Policies, Standards and Procedures for Colusa LAFCo.

Attached is the proposed resolution approving an update adopting amended policies, standards and procedures for Colusa LAFCO. LAFCO is charged with applying the policies and provisions of the Cortese-Knox-Hertzberg Act of 2000 to its decisions regarding annexations, incorporations, reorganizations, and other changes of government. LAFCo is required to adopt written policies and procedures and to exercise its powers in a manner consistent with those policies and procedures and with the policy directives of the Act.

RECOMMENDATION:

Approve Resolution #2020-0003 approving updated and amended Policies Standards and Procedures for the Colusa Local Agency Formation Commission. (Please see attached Resolution and Exhibit).

1. Find that these amended policies, standards, and procedures are required by Section 56000 *et. seq.* of the California Government Code.
2. Find that these policies, standards and procedures are necessary to guide the Colusa Local Agency Formation Commission in making determinations on future projects.

Sample Motion

I move to adopt Resolution 2020-0003 adopting amended Policies, Standards and Procedures for Colusa LAFCo.

Resolution 2020-0003
of the
Colusa Local Agency Formation Commission

*A Resolution of the Colusa Local Agency Formation Commission
Amending and Updating Policies, Standards and Procedures*

RESOLVED, the Colusa Local Agency Formation Commission, that

WHEREAS, policies, standards and procedures are necessary to guide the Colusa Local Agency Formation Commission in making determinations on future projects; and

WHEREAS, the Commission has reviewed, revised and updated the policies, standards and procedures adopted by LAFCo on February 5, 2004 and on May 7, 2009 and subsequently made several minor amendments; and

WHEREAS, this Commission called for and held a Public Hearing on the Policies, Standards and Procedures on June 4, 2020 and at the hearing, this Commission heard and received all oral and written protests, objections and evidence which were made, presented or filed, and all persons present were given an opportunity to hear and be heard with respect to this proposal and the report of the Executive Officer.

NOW, THEREFORE, the Colusa Local Agency Formation Commission DOES HEREBY RESOLVE, DETERMINE AND ORDER as follows:

1. The attached updated Policies, Standards and Procedures shall guide the Commission in compliance with the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, as amended.
2. All previously adopted Policies, Standards and Procedures and (or) LAFCo Policies previously approved by the Commission are hereby repealed in favor of this update.
3. That the amended updated Policies, Standards and Procedures attached as Exhibit "A" are hereby adopted.

Colusa Local Agency Formation Commission
Policies, Standards and Procedures Update
Resolution 2020-0003
June 4, 2020

The foregoing resolution was offered at a Regular Meeting of the COLUSA LOCAL AGENCY FORMATION COMMISSION on the 4th day of June 2020, and adopted by the following vote of the Commission:

AYES:

NOES:

ABSTAIN:

ABSENT:

John Loudon, Chair
Colusa Local Agency Formation Commission

ATTEST:

John Benoit, Executive Officer
LOCAL AGENCY FORMATION COMMISSION,
Colusa County

Item #9

P.O. Box 150
344 East Laurel Street
Willows, CA 95988
Tel: 530 934 8881
Fax: 530 934 3287
www.gcid.net



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Thaddeus L. Bettner, P.E.

Via Email

May 15, 2020

Mr. John Benoit
Colusa LAFCo
Post Office Box 2694
Granite Bay, CA 95746

Subject: One-Year Extension Request for Colusa LAFCo Resolution 2018-0005

Dear Mr. Benoit:

On May 17, 2019, Glenn-Colusa Irrigation District (GCID) submitted a letter requesting that the Colusa Local Agency Formation Commission (LAFCo) consider granting a one-year extension on its Resolution 2018-0005 proceedings deadline, which was June 7, 2019. According to the Colusa LAFCo meeting minutes of June 6, 2019, this one-year extension was approved for this corresponding LAFCo Project 2016-0001. Unfortunately, the associated Conditions of Approval (Condition(s)) have not been completed to-date. Therefore, GCID must again appeal for Colusa LAFCo to consider granting, at its June 4, 2020, regular meeting, an additional one-year extension on its Resolution 2018-0005 proceedings deadline.

This would afford GCID and the landowner applicants sufficient time to fulfill the standing Condition(s) necessary to detach 207.96 acres, more or less, for the South Willows Commercial and Industrial Center. This includes:

- Preparation of the application materials required by the U.S. Bureau of Reclamation (Reclamation) to conduct a review, in accordance with Condition 26.
- Review period by Reclamation, which includes an environmental evaluation that can be variable in duration.
- Revisions to maps required by Colusa LAFCo, as noted in the attachment, amongst other outstanding Conditions.

May 15, 2020
Mr. John Benoit
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Your time spent in review and consideration of this request is greatly appreciated. Please feel free to contact me at (530) 934-8881, if you have any comments or questions.

Sincerely,

A handwritten signature in cursive script that reads "Zachary W. Dickens".

Zachary W. Dickens, P.E.
District Engineer

Attachments (1)

cc via email: Thaddeus L. Bettner
Matt Sherrill
Wayne Peabody
Keith Doglio

Zac Dickens

From: Zac Dickens
Sent: Wednesday, July 25, 2018 2:42 PM
To: 'Keith Doglio'
Cc: 'Matt Sherrill' (msherrill@basin-street.com); 'suz@rarcivil.com'
Subject: South Willows Project Detachment
Attachments: 2018-0005 Reso GCID Willows Anx 6.7.18 copy.pdf; Giesbrecht legal description.pdf; Giesbrecht 8.5x11 reduced size scan.pdf

Good Afternoon Keith,

The Colusa Local Agency Formation Commission (LAFCO) has conditionally approved the South Willows Project Detachment from Glenn-Colusa Irrigation District (GCID), as shown in the attached Colusa LAFCo Resolution 2018-0005. In accordance with condition 21 and 22 of:

21. One electronic copy in PDF, five large copies and three 8 1/2 x 11 reductions of all maps (including Sphere of Influence Maps) along with five copies of the final LAFCO approved boundary descriptions shall be submitted to LAFCo prior to recordation of the Certificate of Completion. In addition, GIS shape files for the boundary and Sphere of Influence, as amended shall be provided to Colusa LAFCo.
22. All maps and geographic descriptions for this detachment shall include the following heading "LAFCo File 2016-0001 Glenn Colusa Irrigation District Willows Detachment" prior to recordation of the Certificate of Completion.

The second and third attachments are examples from a recent annexation, with the distinction for this detachment being that Exhibit A is the boundary description and Exhibit B is the map. Can you please generate these deliverables and convey them to me via mail/email to keep this detachment progressing? We would need the original signed copies and the electronic PDFs can simply be emailed.

Please feel free to contact me if you have any comments or questions.

Thank you,

Zachary W. Dickens, P.E.
District Engineer
Office: (530)934-8881

