

**Colusa Local Agency Formation Commission**

**Regular Meeting Agenda**

**Thursday – March 2, 2023**

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

**3:00 PM**

**(A Zoom option is available for the public)**

*(All meeting materials are available on LAFCo's Website: [www.colusalafco.org](http://www.colusalafco.org))*

**In person meeting:** Required for all Commissioners. The Public may choose to use zoom link below to attend the meeting.

**John Benoit is inviting you to a scheduled Zoom meeting.**

**Topic: Colusa LAFCo Meeting**

**Time: Mar 2, 2023 03:00 PM Pacific Time (US and Canada)**

**Join Zoom Meeting**

**<https://us02web.zoom.us/j/85176983907?pwd=U1h4d1lrZjVXVzRFeFRjTWpXS3Exdz09>**

**Meeting ID: 851 7698 3907**

**Passcode: 960310**

**One tap mobile**

**+16699006833,,85176983907#,,,,\*960310# US (San Jose)**

**+16694449171,,85176983907#,,,,\*960310# US**

**Dial by your location**

**+1 669 900 6833 US (San Jose)**

**Meeting ID: 851 7698 3907**

**Passcode: 960310**

**Find your local number: <https://us02web.zoom.us/j/85176983907?pwd=U1h4d1lrZjVXVzRFeFRjTWpXS3Exdz09>**

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

Kent Boes (County)  
Janice Bell (County Alternate)  
Katherine Dunlap, (Williams, City)  
Merced Corona (Chair, County)  
Brandon Ash (Public)  
Greg Ponciano (Vice-Chair, Colusa,  
City)

**Alternates**

Ryan Cordoniz (City Alternate)  
Janice Bell (County Alternate)  
John Loudon, (Public Member Alternate)

**Staff**

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

**2. Approval of minutes from the January 5, 2023 meeting.**

*a. The minutes from the January 5, 2023 meeting will be on a future agenda.*

**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 months of January and February 2023.*

**5. Correspondence:**

**6. Workshop All About LAFCo - LAFCo 101 presentation for new and experienced LAFCo Commissioners.**

**7. Workshop regarding the MSR and Sphere of Influence for the Glenn Colusa Irrigation District.**

**8. Select Budget Committee for FY 2023-2024 Annual Budget**

*a) Select 2 members to serve on the Budget Committee*

**9. Executive Officer's Report:**

**700 forms due April 3<sup>rd</sup>.  
Discussion re: AB 2449 – Remote Meetings**

**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: April 6, 2023**

**Any member appointed on behalf of local government shall represent the interests of the public as a whole and not solely the interest of the appointing authority Government Code Section 56331.4**

Pursuant to Government Code Section 54954.2, 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) 619-5128 or by mail at Colusa LAFCO P.O. Box 2694, Granite Bay Ca 95746 or by email at [lafco@countyofcolusa.com](mailto:lafco@countyofcolusa.com) or [j.benoit4@icloud.com](mailto:j.benoit4@icloud.com)

Webpage Reports, agendas, minutes and general information about LAFCO are available on the LAFCO Webpage at [www.colusalafco.org](http://www.colusalafco.org)

# Colusa Local Agency Formation Commission

## CLAIMS

### January and February 2023 Claims

Authorize payment of the following claims:

**FY 2022-2023 EXPENSES:**

**FY 22-23 Claims for January and February 2023:**

12.16.22-1.15.22	Legal Svcs. P. Scott Browne	\$ 2,128.00
Feb 1, 2022	Staff Svcs and Exp Jan 22	\$ 5,732.13
1.16.23-2.15.23	Legal Svcs P. Scott Browne	\$ 2,128.00
Jan 1, 2023	Staff Svcs and Exp Feb 22	\$ 5,042.69

**TOTAL:** \$ 15,030.82

**DATED:** March 2, 2023

**APPROVED:** March 2, 2023

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**Merced Corona, Chair or Greg Ponciano, Vice-Chair  
Colusa Local Agency Formation Commission**

**Attest:**

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**John Benoit  
Executive Officer**

Acct 520-500

City Expenditure titles Expenditure Category City Coding	Ex Officer Cont Executive Off. Co	Clerical Support Clerical Suppt	Workers Co Workers Com	Contactural Lgl Services	Liability Insurance	Office Exp Office Suppli	Postage and Copies Postage Copies	Dues-Subs Memberships
	7338	7320	7016	7321	7315	7339	7322 7322	7319
	\$51,072.00	\$3,657.00	\$50.00	\$25,536.00	\$2,847.00	\$375.00	\$500.00 \$750.00	\$1,872.00

Calafco Dues 2022-2023 (2022-06)								
SDRMA Insurance 22-23 #72123					-\$2,824.92			-\$1,372.00

REVENUE OASA William Saurino Center								
Browne ending 7.15.22				-\$2,000.00				
Staff Svcs July 2022	-\$4,000.00	-\$175.00				-\$58.30		-\$10.00
Staff Svcs Aug 2022	-\$4,000.00							-\$15.00
Browne ending 8.15.22	-\$2,000.00							
Calafco Conf. GPoncianoS Singh Pioneer Review Fee Update notice				-\$2,256.00				
Browne ending 9.15.22								
Staff Svcs Sept, 2022	-\$4,768.00	-\$175.00				-\$13.99		-\$15.00
Staff Svcs Oct 2022	-\$4,256.00							-\$10.00
Browne ending 10.15.22				-\$2,128.00				
CSDA Dues 10-1.22-23								-\$500.00
John Loudon Conf reimb JB conf share reimb				-\$2,128.00				
Browne ending 11.15.22								
Staff Svcs Nov 2022	-\$4,256.00	-\$175.00						-\$40.00
Conf reimb singh 2022								
John Loudon MILEAGE Reimb				-\$2,128.00				
Browne ending 12.15.22								
Staff Svcs December	-\$4,256.00						-\$0.60	-\$10.00
Browne ending 1.15.23				-\$2,128.00				
Staff Svcs January 2023	-\$4,256.00	-\$175.00						-\$10.00
Staff Svcs Feb 2023	-\$4,256.00							-\$10.00
Browne ending 2.15.23				-\$2,128.00				

Total Expended in FY 21-22	-\$36,048.00	-\$700.00	\$0.00	-\$14,896.00	-\$2,824.92	-\$72.29	-\$0.60	-\$120.00	-\$1,872.00
Total Remaining in FY 21-22	\$15,024.00	\$2,957.00	\$50.00	\$10,640.00	\$22.08	\$302.71	\$499.40	\$630.00	\$0.00



**Process for Approving Remote Participation of Commissioners  
in Regular Meetings per AB 2449**

**Limitations**

1. At least a quorum of the Commission must participate in person from a singular physical location identified on the agenda, which location must be open to the public and within the boundaries of the agency.
2. A Commissioner may only teleconference for publicly disclosed "just cause" or in "emergency circumstances" as approved by the legislative body.
3. A Commissioner may only teleconference for a limited number of meetings during a calendar year – no more than 3 consecutive months or 20% of meetings or no more than 2 if there are 10 or less meetings in the calendar year

**Process for Requesting Remote Participation**

1. Notify LAFCO Executive Officer at the earliest opportunity possible, including at the start of a regular meeting, of the need to participate remotely for "just cause", including a general description of the circumstances relating to the need to appear remotely at the given meeting; or request to participate in the meeting remotely due to "emergency circumstances." Must include a general description (generally not exceeding 20 words) of the circumstances relating to the need to appear remotely at the given meeting.

*"Just cause" is limited to one or more of the following:*

- a. a childcare or caregiving need of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires them to participate remotely*
- b. a contagious illness that prevents a member from attending in person*
- c. a need related to a physical or mental disability as defined by statute; or*
- d. travel while on official business of the legislative body or another state or local agency*

*"Emergency circumstances" means a physical or family medical emergency that prevents a member from attending in person*

2. The Commission then takes action at the beginning of a meeting to approve or deny the request.
3. The Commissioner shall publicly disclose at the meeting, before any action is taken, whether any other individuals 18 years of age or older are present in the room at the remote location with the member, and the general nature of the member's relationship with the individual(s).
4. The Commissioner must participate through *both* audio and visual technology.
5. If the request does not allow sufficient time to place the proposed action on the posted agenda, the Commission may take action on an item not on the agenda by two-thirds vote of the members present or unanimous vote if less than two-thirds are present indicating that there is a need to take immediate action and the need for action came to the attention of the agency after the agenda was posted. The Commission may then approve such a request for remote participation by a member by a majority vote of the Commission.