

**Colusa Local Agency Formation Commission**

**Special Meeting Agenda**

**Thursday – November 5, 2020**

**3:00 PM**

Welcome to the Colusa LAFCo special meeting. This meeting will be via Zoom (conference call) only due to the COVID-19 virus. A roll call vote is required for all items on the agenda.

You may use your phone for this meeting and no computer is required. There will be video if you choose to use it.

*The complete agenda, 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.colusalaftco.org](http://www.colusalaftco.org)*

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

**Topic: Colusa LAFCo Meeting**

**Time: Nov 5, 2020 03:00 PM Pacific Time (US and Canada)**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/81649988570?pwd=T0xPKzdsaTlXazgrTHM0MWhXZlJwdz09>

**Meeting ID: 816 4998 8570**

**Passcode: 918938**

**One tap mobile**

**+16699006833,,81649988570#,,,,,0#,,918938# US (San Jose)**

**+12532158782,,81649988570#,,,,,0#,,918938# US (Tacoma)**

**Dial by your location**

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

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

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

**Alternates**

Merced Corona (County Alternate)  
Tom Reische (City Alternate)  
\_\_\_\_\_, (Public Member Alternate)

**Staff**

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

**2. Consider Minutes from September 3, 2020 and October 1, 2020**

- a. *Consider minutes for the September 3, 2020 meeting*
- b. *Consider minutes for the October 1 2020 meeting*

**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 October 2020*

**5. Correspondence:**

**Continued PUBLIC HEARING:**

**6. Fire and EMS Service Review and Sphere Update**

*The fire and EMS report is available on the LAFCo Website [www.colusalafco.org](http://www.colusalafco.org)*

- a) *Receive Executive Officer's Report and conduct public hearing regarding fire service in Colusa County.*
- b) *Consider Resolution 2020-0004 adopting a fire and EMS service review*
- c) *Consider Resolution 2020-0005 adopting a sphere of influence update for the Williams Rural Fire Protection District, the Arbuckle-College City Fire Protection District, the Bear Valley-Indian Valley Fire Protection District, the Sacramento River Fire Protection District, the Princeton Fire Protection District and the Maxwell Fire Protection District.*

**7. Workshop:**

- a) *Colusa County Waterworks District #1 (Grimes) MSR and SOI*

**8. Approve meeting schedule for 2021**

- a) *Approve meeting schedule for 2021*

**9. Brief review of the LAFCo process**

- a) *Discussion regarding the LAFCo Process*

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

- a) *LAFCo's record's retention policy - 2013*
- b) *LAFCo's fee schedule – 2010*
- c) *LAFCo's application forms – 2015*
- d) *City of Colusa applications for changes of organization*

## 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: December 3<sup>rd</sup>, 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](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)