

Colusa Local Agency Formation Commission

Special Meeting Agenda

Thursday – OCTOBER 1, 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.colusalafco.org

John Benoit is inviting you to a scheduled Zoom meeting.

Topic: Colusa LAFco

Time: Oct 1, 2020 03:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84987878218?pwd=ZzJrcW94SDVySGpKdjFSOHJuQ2g3Zz09>

Meeting ID: 849 8787 8218

Passcode: 873677

Dial by your location

+1 669 900 6833 US (San Jose)

Meeting ID: 849 8787 8218

Passcode: 873677

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 Ceccon, Clerk to the Commission

2. Continue Minutes from September 3, 2020 to the next available LAFCo 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 September 2020*

5. Correspondence:

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

- 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. Executive Officer's Report:

- a) *Colusa County Waterworks District #1 (Grimes) MSR and SOI*
- b) *LAFCo's record's retention policy - 2013*
- c) *LAFCo's fee schedule – 2010*
- d) *LAFCo's application forms – 2015*
- e) *City of Colusa applications for changes of organization*

8. 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

9. Next Colusa LAFCo meeting: November 5th, 2020 (consider next LAFCo meeting to occur on December 3rd, 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

Colusa Local Agency Formation Commission

CLAIMS

September 2020

Authorize payment of the following claims:

FY 2020-2021 EXPENSES:

Claims for Sept 2020:

Oct 1, 2020	Staff Svcs and Exp. – Sept 2020	\$ 5,161.25
8.16-20-9.15.20	Legal Svcs. P. Scott Browne	\$ 2,000.00
Sept 7, 2020	Frontier Phone Sept 2020	\$ 48.25
Sept 9, 2020	Legal Notice Fire MSR and SOI pioneer review	\$ 71.25

TOTAL: \$ 7,280.75

DATED: Oct 1, 2020

APPROVED: Oct 1, 2020

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

Attest:

**John Benoit
Executive Officer**

Expenditure Category	Executive Off. Cont 7338	Clerical Support 7320	Workers Comp 7016	Lgl Services 7321	Insurance 7315	Office Supplies 7339	Postage 7322	Copies 7322
City Coding	\$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								
Total Expended in FY 18-19	-\$16,000.00	-\$525.00	\$0.00	-\$8,000.00	-\$2,325.00	\$0.00	-\$6.10	-\$85.80
Total Remaining in FY 18-19	\$32,000.00	\$3,132.00	\$50.00	\$16,000.00	\$0.00	\$375.00	\$493.90	\$664.20

COLUSA LOCAL AGENCY FORMATION COMMISSION

October 1, 2020

TO: LAFCo Commissioners

FROM: John Benoit, Executive Officer

RE: **Public Hearing - Service Review and Sphere of Influence UPDATE** for Fire/EMS Service Districts in Colusa County.

ATTACHMENTS:

1. Fire and EMS Sphere Update Report
2. Resolution 2020-0004 Service Review
3. Resolution 2020-0005 Sphere of Influence
4. Notice of Exemption

A Draft Service Review and Sphere of Influence Report for the Fire Protection/EMS service providers in Colusa County was discussed at the August and September 2020 meetings

Recommendation:

Conduct a public hearing, adopt the attached Resolution (Resolution #2020-0004) approving a Service Review and adopt Resolution 2020-0005 approving a Sphere of Influence update for fire districts where Colusa LAFCo is the principal LAFCo including 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.

Resolution 2020-0004 of the

Colusa Local Agency Formation Commission

Approving a Municipal Service Review of Fire and EMS Services Provided within Colusa County and Adopting Written Determinations Thereon

WHEREAS, California Government Code Section 56425 requires that a Local Agency Formation Commission ("LAFCO") adopt and periodically review Sphere of Influence Plans for all agencies in its jurisdiction; and,

WHEREAS, California Government Code Section 56430 requires that a LAFCO conduct a review of the municipal services provided by and within an agency prior to updating or adopting its Sphere of Influence Plan; and,

WHEREAS, the Sphere of Influence Plan is the primary planning tool for LAFCO and defines the probable physical boundaries and service area of a local agency as determined by LAFCO; and,

WHEREAS, on June 3rd, 2004, the Commission adopted its Work Plan and included a schedule for initiation of Municipal Service Reviews (MSRs) and Spheres of Influence; and

WHEREAS, the Commission adopted Resolution 2004-03 on March 4th, 2004 establishing guidelines for conducting MSRs, which applies to this MSR for services provided by fire protection agencies within Colusa County; and,

WHEREAS, at the time and in the manner provided by law, the Executive Officer gave notice of the date, time, and place of a public hearing by the Commission for fire and EMS services provided within Colusa County, including approval of the report and adoption of the written determinations contained therein; and,

WHEREAS, the Commission hereby determines that the hearing draft of the Municipal Service Review for fire and EMS services provided within Colusa County and written determinations contained therein will provide information for updating the Sphere of Influence for fire protection districts and cities within Colusa County, and is otherwise consistent with the purposes and responsibility of the Commission for planning the logical and orderly development and coordination of local governmental agencies so as to advantageously provide for the present and future needs of the county and its communities; and,

WHEREAS, in making this determination, the Commission has considered the documentation on file in this matter; and,

WHEREAS, the Commission has heard all interested parties desiring to be heard and has considered the proposal and report by the Executive Officer and all other relevant evidence and information presented at said hearing;

NOW, THEREFORE, the Local Agency Formation Commission of Colusa County hereby resolves, orders and determines the following:

- 1) The Municipal Service Review for Fire and EMS Services provided in Colusa County, attached hereto as Exhibit A, is approved and the written determinations presented in the Municipal Service Review report are hereby adopted.
- 2) LAFCO staff is further ordered to proceed as appropriate with update to the Sphere of Influence Plan for Fire Protection and EMS services.

3) LAFCO staff is further ordered to forward copies of this resolution containing the adopted Municipal Service Review to all fire agencies within Colusa County and specifically, the City of Colusa, the Williams Fire JPA, 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.

The foregoing resolution was duly passed by the Local Agency Formation Commission of Colusa County at a regular meeting held on October 1, 2020, by the following roll call vote:

Ayes:

Noes:

Absentions:

Absent:

Signed and approved by me after its passage this 1st day of October, 2020.

Sajit Singh, Chair
Colusa LAFCO

Attest:

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

Resolution No. 2020-0005

COLUSA LOCAL AGENCY FORMATION COMMISSION

A Resolution Making Determinations and Approving a Fire and EMS services 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

WHEREAS, Government Code Section 56425 requires each Local Agency Formation Commission to adopt and periodically review and update a Sphere of Influence for each local governmental agency within its jurisdiction; and

WHEREAS, the Colusa Local Agency Formation Commission, in compliance with the aforementioned requirement, is providing a “plan for the probable physical boundaries and service area” for fire and emergency medical services provided by 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; and

WHEREAS, the Commission has set the hearing date of October 1, 2020 for the update for fire and emergency medical services provided by 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, and has noticed this hearing at the times and as otherwise prescribed by Government Code Section 56427, et seq.; and

WHEREAS, the Commission has heard and adopted a Municipal Services Review of fire and emergency medical services provided by 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, and adopted Resolution 2020-0004 on October 1, 2020 in accordance with Gov. Code section 56430; and

WHEREAS, the Commission has reviewed and considered the proposed Sphere of Influence update report and the proposed Sphere of Influence Update Map which are attached hereto and incorporated herein; and

WHEREAS, Colusa LAFCO has prepared and published a Notice of Exemption pursuant to the requirements of the California Environmental Quality Act since the Sphere of Influence Update will not contain additional territory (Section 21000 et seq. of the Public Resources Code); and

WHEREAS, the Commission has considered those factors determined by it to be relevant to the proposed Sphere of Influence Update, including, but not limited to, those factors specified in Government Code Section 56425, et seq., and has heard from interested parties and considered requests for amendment and/or revision of the proposed updated sphere boundary, if any;

NOW, THEREFORE, BE IT RESOLVED that the Colusa Local Agency Formation Commission does hereby find and determine as follows:

1. That the Sphere of Influence update with respect to for fire and emergency medical services provided by 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, complies with the provisions of Government Code Section 56000, et seq.
2. That no significant objections have been received regarding the establishment of this Sphere of Influence Update.
3. That, pursuant to Government Code Section 56425, the Commission makes and adopts those determinations set forth in the Sphere of Influence Update Study are attached hereto and incorporated herein as set forth in Attachment "A".
4. The Sphere Influence Update for the Glenn-Colusa Fire Protection District is the responsibility Glenn LAFCO. The Sphere of Influence update for territory within this district yet within Colusa County is solely the responsibility of Glenn LAFCO.
5. The Commission has reviewed and considered a Notice of Exemption prepared for this Sphere of Influence Update and makes a specific finding that there is no substantial evidence in light of the whole record before Colusa Local Agency Formation Commission and no unusual circumstances existing that this Sphere of Influence Update for fire and emergency medical services provided by 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, may have a significant adverse effect on the environment.

PASSED AND ADOPTED at a regular meeting of the Colusa Local Agency Formation Commission in the County of Colusa, State of California, on the 1st day of October 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Sajit Signe, Chair
Colusa Local Agency Formation Commission

Attest:

John Benoit, Executive Officer
Colusa LAFCO

NOTICE OF EXEMPTION

TO: County Clerk
County of Colusa
Colusa, CA 95453

FROM; Colusa LAFCO
P.O. Box 2694
Granite Bay, CA 95746

PROJECT TITLE: Fire Sphere of Influence Updates for Colusa Co. Fire Districts

PROJECT LOCATION: All of Colusa County and southwest Glenn Co.

DESCRIPTION OF PROJECT:

An update to the sphere plans for the probable physical boundaries and service area for fire and emergency medical services provided by 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

NAME OF PUBLIC AGENCY APPROVING PROJECT:
Colusa Local Agency Formation Commission

NAME OF PERSON OR AGENCY CARRYING OUT THE PROJECT:
John Benoit, Executive Officer for
Colusa Local Agency Formation Commission

EXEMPT STATUS:
Class 20 Categorical Exemption, "Changes in Organization of Local Agencies" CEQA Guideline Section 15320.

REASONS WHY PROJECT IS EXEMPT:

The proposed project involves a sphere of influence update where the services provided by the individual fire protection agencies will not change as a result of this update and no unusual circumstances exist.

CONTACT PERSON:
John Benoit
LAFCO Executive Officer

TELEPHONE NUMBER:
(530) 458-0593

By: _____

Date: October 1, 2020