

**Colusa Local Agency Formation Commission**

**Regular Meeting Agenda**

**Thursday – October 3, 2019**

**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)  
Tom Reische (Vice-Chair Colusa, City)

Sajit Singh, (Williams, City)

**Alternates**

Merced Corona (County Alternate)  
Roberto Mendoza (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 August 8, 2019**

- a. *Consider approving the August 8, 2019 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 months of August and September 2019*

**5. Correspondence:**

**6. Workshop #1 regarding LAFCo's Policies and Procedures Update 2019.**

(Please bring the Draft Policies and Procedures handed out at the August 8, 2019 LAFCo meeting)

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

- a. *SB-200 Safe and Reliable Drinking Water for disadvantaged communities and State Water Resources Control Board.*  
b. *Cemetery Alliance*

c. *LAFCo Financials*

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 7, 2019**

**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](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)

LOCAL AGENCY FORMATION COMMISSION  
COLUSA COUNTY  
MINUTES OF MEETING  
August 8, 2019

PRESENT:

JOHN LOUDON, County Member  
SAJIT SINGH, City Member  
BRANDON ASH, Public Member  
DENISE CARTER, Chair, County  
TOM REISCHE, City Member

ALSO PRESENT:

LORA CECCON, Clerk  
SCOTT BROWNE, Legal Counsel  
JOHN BENOIT, Ex. Officer

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

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

**2. Election of Chair and Vice-Chair for FY 2019-2020 per LAFCo's Bylaws**

**T. Reische moved to elect John Loudon Chair for FY 2019-2020, second by B. Ash; motion carried by roll call vote.**

**J. Loudon moved to elect Tom Reische Vice-Chair for FY 2019-2020, second by S. Singh; motion carried by roll call vote.**

**3. Consider Minutes from June 6, 2019**

**On motion of B. Ash, second by T. Reische, the commission approved the meeting minutes of June 6, 2019, motion carried by roll call vote.**

**4. Public Comment – None**

**5. Consent Agenda**

**On motion of B. Ash, second by J. Loudon, the commission approved claims for the months of June and July 2019, motion carried by roll call vote.**

**6. Correspondence:** John stated that a copy of the insurance certificate is included in today's agenda packet.

**7. Authorize Commissioners and Staff to attend the CALAFCO Annual Conference at the Hyatt Regency in Sacramento October 30-November 1, 2019**

John stated that there is enough budgeted to send four members. D. Carter, S. Singh, and J. Loudon are planning to attend. B. Ash will serve as an alternate. T. Reische cannot attend. John will contact M. Corona and M. Winters to ask if either one of them would like to go. Those attending will need to make room reservations; John will send out the link to the hotel. D. Carter and S. Singh are

interested in attending a mobile workshop. John stated that the claim will need to be amended to include the conference registrations and 2 mobile workshops.

**J. Loudon moved to amend the claim to include \$2,180.00 for conference expenses, second by T. Reische; motion carried by roll call vote.**

**8. Nomination for the CALAFCo Board of Directors 2019-2020. Nominate a County Member (and) or a Special District Member for the CALAFCo Northern Region. No Nominations.**

**9. Consider nominations for CALAFCo 2019 Annual Achievement Awards**  
No nominations.

**10. Designate voting member (and voting member alternate) to vote on behalf of Colusa LAFCo at the Annual Calafco Conference in Sacramento.**

**D. Carter moved to designate J. Loudon as voting member and S. Singh as alternate, second by B. Ash; motion carried by roll call vote.**

**11. Election of Special District Risk Management Authority (SDRMA) Board of Directors**

John stated that the candidate material is included in today's agenda packet; you can vote for 3 candidates. Some discussion followed.

**On motion by T. Reische, second by J. Loudon, the commission voted for Bob Swan, Patrick K. O'Rourke, and Sandy Seifert-Raffelson; motion carried by roll call vote.**

**12. LAFCo 101 Presentation by LAFCo Staff – Part II (a general overview of LAFCo – Time Permitting)**

John and Scott presented LAFCo 101-Part II

**13. Executive Officer's Report**

a) Fire and EMS MSR and SOI update ongoing  
b) Introduction of updated Policies, Standards and Procedures – last update was done ten years ago. John distributed draft copies and advised the commission that the draft would be reviewed carefully over the next few meetings.

**14. Commissioner Reports – Discussion - None**

**15. Next Colusa LAFCo meeting: September meeting cancelled. Next LAFCo meeting: October 3, 2019 Meeting adjourned 4:30 p.m.**

# Colusa Local Agency Formation Commission

## CLAIMS

For August and September 2019

Authorize payment of the following claims:

### FY 2019-2020 EXPENSES:

Claims for Aug and Sept 2019:

Aug 7, 2019	Frontier Phone Aug 7, 2019	\$ 43.64
Sept 8, 2019	Staff Svcs and Exp. – Aug 2019	\$ 4,378.40
7.16-18-8.15.19	Legal Svcs. P. Scott Browne	\$ 2,000.00
September 7, 2019	Frontier Phone Sept 7, 2019	\$ 47.80
8.15.19-9.15.19	Legal Svcs, P. Scott Browne	\$ 2,000.00
Oct 1, 2019	Staff Svcs and Exp – September 2019	\$ 4,062.28

**TOTAL:** \$ 10,532.12

**DATED:** Oct 3, 2019

**APPROVED:** Oct 3, 2019

\_\_\_\_\_  
John Loudon, Chair or Tom Reische, Vice-Chair  
Colusa Local Agency Formation Commission

Attest:

\_\_\_\_\_  
John Benoit  
Executive Officer

Colusa LAFCO

Shadow Accounting  
2019-2020

EXPENSE	Executive 53180	Off. Cont 53180	Clerical Support 53180	Workers 51035	Comp 53180	Atty Contract 53180	Insurance 53100	Office Supplies 53170	Postage 53171	Copies 53170	Membership 53150
CALAFCO Dues 19-20	48000.00		3657.00		50.00	24000.00	1783.00	375.00	500.00	750.00	1712.00
SDRMA Insurance 19-20							-1698.00				-1075.00
Staff Servicess June 2019	-4000.00		-175.00								
Frontier Phone June 7, 2019									-55.30		-49.90
<b>Browne Legal Svcs 5.16.2019-6.15.2019</b>						-2000.00					
Staff Svcs July 2019	-4000.00							-10.00		-1.42	
Browne Legal Svcs 6.16.19 - 7.15.19						-2000.00					
Frontier PH July 7, 2019											
<b>Calafco Reg and Mobile Workshop</b>											
JB Staff Svcs August 2019	-4000.00		-175.00								
Frontier ph Aug 7, 2019									-1.22		-68.80
Browne Legal Svcs 7.16.19 -8.15.19						-2000.00					
JB Staff Svcs Sept 2019	-4000.00							-15.00			
Frontier Ph Sept 7, 2019											
<b>Browne Legal Svcs 8.16.19-9.15.19</b>						-2000.00					
<b>Total Expended in FY 18-19</b>	<b>-16000.00</b>		<b>-350.00</b>	<b>0.00</b>	<b>-8000.00</b>	<b>-1698.00</b>		<b>-25.00</b>	<b>-57.94</b>	<b>-118.70</b>	<b>-1075.00</b>
<b>Total Remaining in FY 18-19</b>	<b>32000.00</b>		<b>3307.00</b>	<b>50.00</b>	<b>16000.00</b>	<b>85.00</b>		<b>350.00</b>	<b>442.06</b>	<b>631.30</b>	<b>637.00</b>

