

Tuolumne County LAFCO

LOCAL AGENCY FORMATION COMMISSION OF TUOLUMNE COUNTY

AGENDA

TUOLUMNE COUNTY LAFCO

December 9, 2024

BOARD OF SUPERVISORS CHAMBERS

2 SOUTH GREEN STREET, SONORA, CA, 4TH FLOOR

3:00 P.M.

You may submit written comments by U.S. Mail to 2 South Green Street, Sonora, CA 95370, or via email to cdd@tuolumnecounty.ca.gov for retention as part of the administrative record. Comments will not be read during the meeting.

- Link to join meeting via Zoom: <https://us02web.zoom.us/j/86709237535>
- Phone in to join meeting viz Zoom: +16694449171,,86709237535# US

COMMISSION BUSINESS:

A. Consideration and approval of Janice Kwiatkowski's request to appear remotely for "emergency circumstances" under Government Code Section 24953.

B. Salute the Flag

C. Meeting Minutes of November 6, 2024.

D. Reports

"Reports" are a brief oral report from a committee or commission member and/or LAFCO staff, and no commission action will occur. This item is not intended to include in-depth presentations or reports, as those matters should be placed on an agenda for discussion.

PUBLIC COMMENT: 15 Minutes

The public may speak on any item not on the printed agenda. No action may be taken by the Commission.

NEW BUSINESS:

1. Ad Hoc Committee Report: Transitioning from using Tuolumne County staff for LAFCO to an independent staffing model.

Commissioners
Steve Arreguin
Jaron Brandon
Janice Kwiatkowski
John Feriani
Rvan Camobell
Alternates
Adam Artzer
Kathleen Haff
Andy Merrill

Executive Officer
Quincy Yaley, AICP

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2. Consideration of an amendment to the RGS contract to expand services to include Executive Officer and Support Services, increasing the amount by \$40,000 for a total of \$58,000, and extending the term to June 30, 2025.

OLD BUSINESS:

PUBLIC HEARING: None

ADJOURNMENT

Disclosure of Campaign Contributions – Government Code Section 84308 requires that campaign disclosure reports provide the public with the identity of contributors and the amounts they give, and the amount that officeholders, candidates, and committees spend. 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 12 months, the Commissioner has received \$250.00 or more in campaign contributions from the applicant, any financially interested person who actively supports or opposes the application (such as an attorney, engineer, or planning consultant) representing the applicant or interested party. The law also requires any applicant or participant in a LAFCO proceeding to disclose the contribution amount and name of the recipient Commissioner on the official record of the proceeding. The law also prohibits an applicant from making a contribution of \$250.00, or more to a LAFCO Commissioner while a proceeding is pending or for 3 months afterward.

Disclosure of Expenses Supporting and Opposing Proposals - If a person or group contributes or expends \$1,000.00 or more in support of, or in opposition to, a proposal before LAFCO, those contributions and expenditures must be disclosed. Pursuant to Section 56100.1 of the Government Code, disclosure shall be made to the Commission’s executive officer.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Community Development Department at (209) 533-5633. Notification 48 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting (28FR35.102-35.104 ADA Title 11).

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**AMENDMENT NO. 1 TO AGREEMENT FOR PROFESSIONAL SERVICES
FOR “ASSESSMENT OF
ADMINISTRATIVE NEEDS AND RECOMMENDATIONS FOR TRANSITION
FROM COUNTY SERVICES”**

This first amendment to the AGREEMENT FOR PROFESSIONAL SERVICES between the **Tuolumne County Local Agency Commission** (“Agency”) and Regional Government Services Authority, hereinafter called “RGS” is made and entered into this 19th day of December 2024.

RECITALS

The Agency and RGS entered into an Agreement for services dated December 20, 2024. This Amendment is entered into with reference to the following facts and circumstances:

- A. **Title of Agreement**, is amended to “ASSESSMENT OF ADMINISTRATIVE NEEDS AND RECOMMENDATIONS FOR TRANSITION FROM COUNTY SERVICES, AND PROVISION OF EXECUTIVE OFFICER FUNCTIONS AND SUPPORTIVE SERVICES”
- B. **Section 1, Term of Agreement and Termination**, in subsection 2.1, is amended to extend the anticipated completion of service to June 30, 2025.
- C. **Section 2, Services** is Amended to include the following, to be provided on a time and materials basis:
 - Provision of the Services of an Executive Officer and required supportive services.
 - The RGS Project Lead, in Collaboration with the Chair of the will manage the work of the Agency to the extent services can be provided within the not to exceed amount and of this agreement and within the resources of the Commission.
 - Executive Officer Duties will be performed per agency guidelines. The RGS Project Lead will have the Authority vested in the Executive Officer, per the TUOLUMNE COUNTY LAFCO POLICY AND PROCEDURE MANUAL. RGS may also confer with the Chair of the Commission in any matter.
 - RGS will seek to manage the work of the Agency to the extent services can be provided within the not to exceed amount and of this agreement and within the resources of the Commission.
 - RGS does not and will not provide legal advice. The Commission will employ or contract for legal counsel, and the Executive Officer will have access to such, as necessary.

- D. Section 3, Compensation is amended to increase the Not To Exceed (NTE) amount by \$40,000, to a revised total of \$58,600. The retainer remains unchanged at the original agreement amount of \$18.600.
- E. All other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Additional Services Amendment to be executed on the date first above written by their respective officers duly authorized in that behalf.

Dated: _____

Dated: _____

Agency

RGS

UNAPPROVED

MINUTES OF THE

Local Agency Formation Commission Special Meeting

November 6, 2024, 4:00 PM

Board of Supervisors Chambers County Administration Center 4th Floor
2 S. Green St. Sonora, CA 95370

PRESENT: Chair, John Feriani; Commissioners, Ryan Campbell, Jaron Brandon, Suzanne Cruz, Ann Segerstrom

ABSENT: Vice-Chair Steve Arreguin, Janice Kwiatkowski

STAFF: Quincy Yaley, Executive Officer; Maria Sullivan, LAFCO Counsel

COMMISSION BUSINESS: Chair Feriani called the meeting to order at 3:00 p.m.

A. Salute the Flag

The Commission lead the audience members in the Pledge of Allegiance.

D. Reports from Commissioners and staff

Quincy Yaley, Executive Officer, gave an update on the CALAFCO conference.

PUBLIC COMMENT:

Chair Feriani opened the 15-minute public comment period, during which anyone wishing to could come forward and address the Commission on any item not on the printed Agenda.

Chair Feriani closed the public comment period.

NEW BUSINESS:

None

OLD BUSINESS:

Consideration of executing a contract with Regional Government Services in an amount not to exceed \$18,600 to perform an assessment of administrative needs and recommendations for transition from County Services and authorizing the Commission Chair to sign all related documents.

Ms. Yaley presented the proposal to engage RGS for administrative assessment and transition Plan. She noted the scope included reviewing current operations, identifying gaps, and making recommendations for transitioning from county services to RGS management.

The Commission discussed the importance of a seamless transition to maintain compliance with state law and operational efficiency. They noted the importance of ensuring the contract would meet immediate and long-term needs for administrative support. They also highlighted the

urgency to finalize arrangements before any upcoming key deadlines. They discussed potential coordination with the City of Sonora for transitional services if RGS was not fully operational by January 1, 2025.

Chair Feriani opened public comment and asked if there was anyone who wished to speak on the proposed item.

The public emphasized the need for a smooth administrative transition to maintain compliance with state laws and ensuring continuity of operations. They raised concerns about ensuring adequate representation for both incorporated and unincorporated areas during the transition.

Chair Feriani closed public comment and referred the item back to the Commission.

A Discussion ensued on the procedural steps needed to move forward, ensuring the contract's execution aligns with the Commission's goals and timelines.

Staff recommended authorizing the Commission Chair to sign the contract and any related documents.

Motion: To approve executing a contract with Regional Government Services in an amount not to exceed \$18,600 to perform an assessment of administrative needs and transition from County Services and authorizing the Commission Chair to sign all related documents.

Result: Approved

First: Commissioner Brandon

Second: Commissioner Cruz

Ayes: Chair Feriani and Commissioners Brandon, Cruz, and Segerstrom

Noes: Commissioner Campbell

Abstain: None

PUBLIC HEARING:

None

ADJOURNMENT

Chair Feriani adjourned the meeting at 3:57 p.m.

APPROVED:

Quincy Yaley, AICP
Executive Officer

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