

SONOMA LOCAL AGENCY FORMATION COMMISSION

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Staff Report

Meeting Date: June 5, 2024

Agenda No. Item 5.1

Agenda Item Title: LAFCO Staffing and Facilities: Memorandum of Understanding for Fiscal Years 2024-29 and Executive Officer Employment Contract

Proposal: Staff is requesting Commission approval of a Memorandum of Understanding with the County Administrator's Office for Fiscal Years 2024-29

Environmental: Not a project under CEQA

Staff Contact: Mark Bramfitt and Cynthia Olson

Analysis

Background

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 directs the Commission to make provisions for its own staff, legal counsel, office space, equipment, and supplies.

For Fiscal Years 2024-29, staff recommends that the Commission continue the arrangement whereby LAFCO contracts with the County for professional and support staffing, office space, equipment, and supplies.

Under a Memorandum of Understanding (MOU), a draft of which is attached for Commissioners' consideration, the County Administrator's Office would continue to provide staff positions for LAFCO beginning in FY 2024-25 and for the four subsequent fiscal years.

The MOU also features language describing the selection process for the Executive Officer and has been drafted to cover a five-year period beginning 2024-29. The County Counsel's Office would continue to provide legal services.

The Sonoma County Board of Supervisors is expected to consider the MOU within the next two months.

RECOMMENDATION

Staff recommends that the Commission approve the proposed Memorandum of Understanding with the County Administrator's Office, and authorize the Executive Officer to execute the agreement, and has prepared a draft resolution for Commission consideration.

ATTACHMENTS

1. Draft Memorandum of Understanding
2. Draft Agreement for Personal Services LAFCO Executive Officer
3. Draft Resolution