

SONOMA LOCAL AGENCY FORMATION COMMISSION

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Staff Report

Meeting Date:	November 6, 2024
Agenda No.	Item 5.1
Agenda Item Title:	Renewal of Memorandum of Understanding for services from County of Sonoma, and renewal of Executive Officer Agreement For Personal Services; Delegation of Authority to Chair
Environmental Determination:	Not a Project under CEQA
Staff Contacts:	Mark Bramfitt and Verne Ball

Analysis

Background

The Commission contracts with the County of Sonoma for a suite of staffing and support services under a Memorandum of Understanding. The current agreement with the County has expired.

The Commission also has a Personal Services agreement with the County covering the Executive Officer position. The current agreement has also expired.

In reviewing these agreements mid-year, the Commission's legal counsel found provisions regarding the selection and hiring of the Executive Officer to be less than ideal, and has prepared draft agreements for the Commission to consider.

The drafts of two new agreements (Attachments 1 and 2) feature more clear language regarding the selection process for the Executive Officer, and the attendant rights and responsibilities of the County as the actual employer of the Executive Officer.

The County is concerned that the current agreements have expired, and is anxious to execute new ones. Staff is recommending that the Commission authorize the Chair to act on its behalf in executing new agreements, with support from staff and legal counsel.

Should the draft agreements change substantively, the Chair can direct staff to bring the agreements forward to the entire Commission for further review.

Recommendation

Staff requests that the Commission consider authorizing the Chair to act on its behalf with regard to approval and execution of the Memorandum of Understanding with the County of Sonoma for professional and other support services, as well as an agreement for personal services of the Executive Officer.

Attachments

1. Draft Memorandum of Understanding for Professional and Support Staffing, Office Space, Equipment, Supplies, And Legal Services for the Local Agency Formation Commission of the County of Sonoma for fiscal years 2024-25 through fiscal year 2028-29
2. Draft agreement for personal services LAFCO Executive Officer