

Les Baugh
County Member

James Yarbrough
City Member

Francie Sullivan
City Member

Larry Farr
City Member Alternate

Irwin Fust
Special District Member

Pam Giacomini
County Member Alternate

Brenda Haynes
Special District Member



Dick Fyten
Public Member

David Kehoe
County Member

Stephen Morgan
Special District Alternate

Bob Richardson
Public Member Alternate

George Williamson
Executive Officer

James M. Underwood
General Counsel

Kathy Bull
Office Manager

Agenda Item: 8.e

Meeting Date: December 1, 2016

From: George Williamson, Executive Officer & Kathy Bull, Office Manager

Subject: Policy and Procedures – Proposed 2017 Update Schedule

BACKGROUND:

Records indicate that the last LAFCo Policy and Procedures Update was done in September 2011. A Policy and procedures update was included in the 2016 Shasta Grand Jury recommendations. Given changes in procedures in the last five years, an update is warranted. The current table of contents are attached and the full set of policies and procedures are posted on the website.

DISCUSSION:

A Policy/Procedures Update is proposed for 2017, with the following schedule:

February 2, 2017 Meeting: Chapter 1 Commission Organization and Official Business Transactions
Chapter 2 General Operations and Administration

April 6, 2017 Meeting: Chapter 3 Organization and Reorganization Changes
Chapter 4 Organization and Reorganization Procedures

June 1, 2017 Meeting: Chapter 5 Municipal Services Reviews

August 3, 2017 Meeting: Chapter 6 Spheres of Influence

October 5, 2017 Meeting: Chapter 7 Environmental Review

December 7, 2017 Meeting: Chapter 8 Incorporation Proposals
Chapter 9 Miscellaneous Information

RECOMMENDATION:

It is recommended that the Commission approve this schedule and direct staff to implement.

Attachment: Policy/Procedures Table of Contents