



**COUNTY OF SAN MATEO**  
**Inter-Departmental Correspondence**  
County Manager



**DATE:** October 1, 2012

**BOARD MEETING DATE:** October 23, 2012

**SPECIAL NOTICE/HEARING:** None

**VOTE REQUIRED:** Majority

**TO:** Honorable Board of Supervisors

**FROM:** John L. Maltbie, County Manager

**SUBJECT:** Agreement with Local Agency Formation Commission (LAFCo)

**RECOMMENDATION:**

Adopt a Resolution authorizing an agreement with the Local Agency Formation Commission for the provision of staffing, quarters and services for Fiscal Year 2012-13.

**BACKGROUND:**

The San Mateo Local Agency Formation Commission or LAFCo is an independent Commission consisting of two County Supervisors, two city council members, two special district members and a public member. Government Code Section 56380 permits County Local Agency Commissions to independently provide for personnel, office space, supplies and legal counsel or to contract with another public agency for services. San Mateo LAFCo has contracted with the County of San Mateo since 1996. The LAFCo agreement with San Mateo County includes staffing (Principal Management Analyst serving as the LAFCo Executive Officer and secretarial support), office space, supplies and legal counsel.

**DISCUSSION:**

For Fiscal Year 2012/2013, the LAFCo contract amount is \$303,903, which is a not to exceed total. The contract amount includes salary and benefits for the LAFCo Executive Officer, a part-time secretarial position shared with the Public Works Department, County Counsel time, office space and miscellaneous services and supplies. The agreement with the County allows San Mateo LAFCo to provide for staff services, office space and legal counsel more cost effectively than if it operated in separate facilities and directly hired staff and legal counsel.

Approval of the agreement contributes to the 2025 Shared Vision outcome of a Collaborative Community by continuing the County and Commission partnership which enables the Commission to provide a cost effective program that serves the County, cities and the special districts.

County Counsel has reviewed and approved the Resolution and Agreement as to form.

**FISCAL IMPACT:**

There is no fiscal impact on the General Fund. The contract revenue funds all services provided by LAFCo. LAFCo pays for this agreement with application revenues, fund balance carry-over and interagency revenue from County, city and special district contributions determined by State Law.

Although separate from this agreement, the County contribution to LAFCo is one-third of the net operating budget. For Fiscal Year 2012/2013, the County share is \$77,459 which was included in the adopted 2012/2013 budget.