



County of San Mateo

Inter-Departmental Correspondence

Department: COUNTY EXECUTIVE

File #: 23-455

Board Meeting Date: 6/13/2023

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Michael P. Callagy, County Executive
Subject: County Agreement with the Local Agency Formation Commission

RECOMMENDATION:

Adopt a resolution authorizing the President of the Board of Supervisors to execute an agreement with the San Mateo Local Agency Formation Commission for the provision of staffing, office space, and services for Fiscal Year 2023-2024.

BACKGROUND:

The San Mateo Local Agency Formation Commission (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 LAFCos 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 for these services with the County of San Mateo since 1996. The LAFCo agreement (the "Agreement") with San Mateo County includes staffing (LAFCo Executive Officer, Management Analyst, Administrative Secretary serving as Commission Clerk, and County Attorney serving as Legal Counsel), office space, and supplies to be provided by the County in exchange for LAFCo's payment.

DISCUSSION:

For Fiscal Year 2023-2024, the LAFCo contract amount is \$779,060, which is a not-to-exceed total for LAFCo's fiscal obligation under the Agreement. This amount includes salary and benefits for the LAFCo Executive Officer, Management Analyst, Administrative Secretary, Deputy County Attorney 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.

County Attorney's Office has reviewed and approved the Agreement and resolution as to form.

FISCAL IMPACT:

LAFCo funds the agreement with application revenues, fund balance carryover, and inter-agency

revenue from County, city, and special district contributions determined by State Law. The County contribution to LAFCo is one-third of the net operating budget. For Fiscal Year 2023-2024, the County share of this LAFCo contract is approximately \$260,000 and has been included in Non-Departmental Services FY 2023-24 Recommended Budget.