



County of San Mateo

Inter-Departmental Correspondence

Department: COUNTY MANAGER

File #: 21-577

Board Meeting Date: 7/13/2021

Special Notice / Hearing: None
Vote Required: Majority

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

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 2021-2022.

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 with San Mateo County includes staffing (Principal Management Analyst serving as the LAFCo Executive Officer, Management Analyst, Administrative Secretary serving as Commission Clerk, and Deputy County Counsel serving as Legal Counsel), office space, and supplies.

DISCUSSION:

For Fiscal Year 2021-2022, the LAFCo contract amount is \$760,889, which is a not-to-exceed total. The contract amount includes salary and benefits for the LAFCo Executive Officer, Management Analyst, Administrative Secretary, Deputy 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.

County Counsel has reviewed and approved the 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 2021-2022, the County share is approximately \$253,000.