

CONTRA COSTA
LOCAL AGENCY FORMATION COMMISSION

COMMISSIONER HANDBOOK

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CONTRA COSTA LOCAL AGENCY FORMATION COMMISSION

COMMISSIONER HANDBOOK

- i. Introduction
 - ii. Why LAFCO? Historical Perspective
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- 1. LAFCO OPERATIONS**
 - 1.1 Role of the Commissioner
 - 1.2 Membership
 - 1.3 Powers & Duties
 - 1.4 Commission Rules & Procedures
 - 1.5 Budget & Financial Procedures
 - 1.6 Staffing
 - 1.7 Personnel Policies & Procedures – *NEW - to be developed*
 - 1.8 CALAFCO
 - 1.9 Roster of Cities and Special Districts
 - 1.10 Conflict of Interest & Financial Disclosure

 - 2. GENERAL POLICIES & PROCEDURES**
 - 2.1 Policies & Standards
 - 2.1.A General Policy Statement
 - 2.1.B Preferred Service Provider – **New**
 - 2.1.C Indemnification Policy
 - 2.1.D Spheres of Influence
 - 2.1.E Annexations
 - 2.1.F Island Annexation Policy – **New**
 - 2.1.G Policy for Evaluating Applications Requesting the Provision of Water Service for Urbanizing Areas
 - 2.1.H Policy on Service Plans – **New**
 - 2.1.I Municipal Service Review Guidelines
 - 2.1.J Standards for Out-of-Agency Service Agreements
 - 2.1.K Reconsideration of LAFCO Decisions

- 2.1.L City Incorporations – **New**
- 2.1.M Revenue Neutrality – **New**
- 2.1.N Activation of Latent Powers by Special Districts

3. PROJECT PROCESSING PROCEDURES

- 3.1 Boundary Change Processing Procedures
- 3.2 Incorporation Proposal Processing Procedures - **NEW**
- 3.3 Procedure for Processing Multi-County Boundary Changes: Alameda-Contra Costa LAFCOs
- 3.4 City Annexations and Detachments
- 3.5 District Annexations and Detachments
- 3.6 District Mergers and Establishment of Subsidiary Districts
- 3.7 LAFCO-Initiated Proposals
- 3.8 New or Different Services
- 3.9 District Dissolution
- 3.10 District Formation
- 3.11 District Consolidation
- 3.12 City Consolidation
- 3.13 Disincorporation
- 3.14 Reorganization
- 3.15 Provision of Services by Contract (Out of Agency Service)

4. CEQA PROCEDURES

- 4.1 CEQA Guidelines – *NEW – to be developed*