

**THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA**  
**and for Special Districts, Agencies and Authorities Governed by the Board**

Adopted this Resolution on 01/08/2013 by the following vote:

**AYES:** ☐

**NOES:** ☐

**ABSENT:** ☐

**ABSTAIN:** ☐

**RECUSE:** ☐



**Resolution No. 2013/13**

**MODIFYING THE TERM OF OFFICE FOR THE KNIGHTSEN TOWN ADVISORY COUNCIL**

WHEREAS, pursuant to Resolution No. 94/153, the Knightsen Town Advisory Council (TAC) was created to advise the Board of Supervisors on specified matters relating to the community of Knightsen; and

WHEREAS, the Board of Supervisors in Resolution 2006/395 did amend the method of selection of members of the Municipal Advisory Councils (MACs) to determine that members shall be selected and appointed by the Board of Supervisors; and

WHEREAS, the Board of Supervisors on June 27, 2006 directed the County Administrator to prepare new resolutions for each MAC, amending the MAC membership selection and powers of authority to reflect changes approved in Resolution 2006/395; and

WHEREAS, the Board of Supervisors on December 16, 2008 directed the County Administrator to amend the establishing resolutions for each MAC to be consistent with the Board-adopted MAC policies and boundaries; and

WHEREAS, the Board of Supervisors on August 4, 2009, adopted Resolution 2009/349 amending the method of selection, territorial area, powers, and authority of the Knightsen TAC; and

WHEREAS, the Board of Supervisors on December 7, 2010, adopted Resolution 2010/576 amending the membership, term of office, eliminating provisions governing removal from office, quorum and vote necessary for action of the Knightsen TAC; and

WHEREAS, the members of the Knightsen Community Services District Board of Directors served as the Knightsen Town Advisory Council during the period of January 1, 2011 through December 31, 2012; and

WHEREAS, the members of the Knightsen TAC and the Knightsen Community Services District (CSD) Board of Directors have expressed interest in having the elected Knightsen CSD Directors perform the Knightsen TAC functions for an additional four years, to be coterminous with the District III Supervisor's term; and

WHEREAS, for ease of administration, it is preferable to have a single resolution governing the establishment and operation of the MAC;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS, in its capacity as governing Board of the County of Contra Costa, that:

1. Establishment of the Knightsen Town Advisory Council Pursuant to the authority granted by Section 31010 of the California Government Code, the Knightsen Town Advisory Council ("Council") is established.

2. Territorial Area The area for which the Council will serve and discharge the following duties and powers is that area contained within the boundaries indicated on the attached map marked as Exhibit A, dated July 7, 2009 (hereafter referred to as the "Knightsen community".)

3. Membership The Council shall consist of five (5) members, each of whom shall be a current elected member of the Knightsen Community Services District Board of Directors, and who shall be appointed by the Board of Supervisors, upon nomination of the District III Supervisor.

4. Term of Office The Council Members shall serve a four year term from January 1, 2013 to December 31, 2016.

5. Council Duties and Powers The Council shall advise the Board of Supervisors on land-use planning matters affecting the Knightsen community and may represent the Knightsen community before the Board of Supervisors, the County Planning Commission and the Zoning Administrator on such issues as land-use, planning and zoning. The Council may also represent the Knightsen community before the Local Agency Formation Commission (LAFCO) on proposed boundary changes affecting the community.

The Council may advise the Board of Supervisors on services which are or may be provided to the Knightsen community by Contra Costa County or other local government agencies. Such services include, but are not limited to, public health, safety, welfare, public works, and planning. The Council may also provide input and reports to the Board of Supervisors, County staff or any County hearing body on issues of concern to the community.

It is understood that the Board of Supervisors is the final decision making authority with respect to issues concerning the Knightsen community and that the Council shall serve solely in an advisory capacity. Except as specified above, the Council and its individual members acting on behalf of the Council may not represent the Knightsen community to any state, other county, city, special district or school district, agency or commission, or any other organization on any matter concerning the community. In addition, the Council may not, as a body, take positions on candidates for any public office.

6. Compensation The Council Members shall serve without compensation of any kind, and the Board shall not provide funds for the payment of Council meeting stipends or reimbursement of Council members' expenses.

7. Staff and Financial Support a. Until such a time that the Board determines there is sufficient budgetary capacity, the Board shall provide no ongoing professional or clerical staff support to the Council or funds to pay for any Council's operating costs.  
b. County staff will provide the Council in a timely manner with information and reports on planning matters (proposed General Plan and zoning changes, land-use permits, variance and subdivision applicants, etc.) transportation issues or projects, or any such matters which take place in, or will effect on, the Knightsen community. LAFCO staff will notify the Council of any boundary or sphere changes which may affect the Knightsen community.

8. Council Funds Any funds transferred to or received by the County for the Council shall be accepted pursuant to Resolution No. 2005/628 and only used for benefit of the Council and its area.

9. Council Establishment Not Subject to Vote The issue of establishment of the Council shall not be an election item submitted to the voters of the Knightsen community.

10. Council Operations and Procedural Rules Within the parameters of this Resolution, the Council may organize itself and operate as it determines but shall hold regular meetings at least monthly at an established time and place. The Council may develop bylaws for operation of the Council, but such bylaws must be approved by the Board of Supervisors to be effective. The Council meetings shall be conducted in accordance with the provisions of the "Brown Act" (Government Code 54950 ff.) including the pre-meeting posting of meeting calendar notices. In addition, the Council shall fully comply with the Board of Supervisors' policy concerning conflict of interest and open meetings (Resolution No. 2002/376), the Board's policy governing appointments to boards, committees, and commissions (Resolution No. 2002/377), the Board's policies for Municipal Advisory Councils (approved December 16, 2008), and the Political Reform Act (Government Code sections 81000 ff.) as applicable.

11. This resolution supersedes and replaces Resolution No. 2012/26.

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

**ATTESTED: January 8, 2013**

**Contact: LEA CASTLEBERRY 240-7260**

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

**cc:**