

# Mono County Local Agency Formation Commission

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## **RESOLUTION OF APPLICATION GUIDELINES AND SAMPLE RESOLUTION**

*A proposal for a change of organization made by a local agency shall be initiated by an adopted resolution of application in accordance with Government Code Section 56654. Following this page is a sample form that may be used to prepare a resolution of application. If the proposal is to be submitted by petition, please complete the corresponding petition form.*

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## **RESOLUTION OF APPLICATION GUIDELINES** (Section 56654)

### **Required Contents of the Resolution:**

1. A statement that the proposal is made pursuant to Government Code Section 56654.
2. A statement regarding the nature of the proposal and a list of all proposed changes of organization.
3. A statement of the reason or reasons for the proposal.
4. A description of the external boundary of the affected territory accompanied by a map showing that boundary.
5. The stated proposed terms and conditions.
6. A statement whether any city and/or district sphere(s) of influence must be amended or adopted in conjunction with approval of the proposed change of organization.
7. A request that proceedings be taken for the proposal pursuant to Government Code Section 56654.

**SAMPLE RESOLUTION**

Resolution No. \_\_\_\_\_

A RESOLUTION OF APPLICATION  
BY THE CITY OF \_\_\_\_\_ (OR) THE \_\_\_\_\_ DISTRICT  
REQUESTING THE LOCAL AGENCY FORMATION COMMISSION  
TO TAKE PROCEEDINGS FOR THE  
(Name of Proposal)

RESOLVED, by the City Council of the City of \_\_\_\_\_ (or)  
the Board of Directors of the \_\_\_\_\_ District, that

WHEREAS, the City of \_\_\_\_\_ (or) the Board of Directors of the \_\_\_\_\_  
District desires to initiate proceedings pursuant to the Cortese/Knox/Hertzberg Local  
Government Reorganization Act of 2000, Division 3, commencing with Section 56000  
of the California Government Code, for the (Name of Proposal); and

WHEREAS, the proposed change(s) of organization include(s) the following  
jurisdictional change(s) (and sphere of influence action[s]):

WHEREAS, the reason(s) for the proposed change(s) of organization is/are as  
follows:

WHEREAS, the territory subject to the proposed change(s) of organization is  
inhabited/ uninhabited, and a description of the external boundary of the territory is  
set forth in Exhibit “\_\_\_,” attached hereto and by this reference incorporated herein;  
and

WHEREAS, the city/district requests that the proposed change(s) of  
organization be subject to the following terms and conditions:

- 1.
- 2.

NOW, THEREFORE, this Resolution of Application is hereby approved and  
adopted by the City Council of the City of \_\_\_\_\_ (or) the Board of Directors of the  
\_\_\_\_\_ District. The Local Agency Formation Commission of Mono County is hereby  
requested to take proceedings for the proposed change(s) of organization that  
include(s) the territory as described in Exhibit “\_\_\_,” according to the terms and  
conditions stated above and in the manner provided by the Cortese/Knox/Hertzberg  
Local Government Reorganization Act of 2000.

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Passed and adopted by the City Council of the City of \_\_\_\_\_(or) the Board of  
Directors of the \_\_\_\_\_ District at a regular/special meeting thereof held on  
\_\_\_\_\_, 20\_\_\_, by the following vote: