



**MEETING MINUTES**  
**Wednesday, February 4, 2004**

Approved at 4/7/04 meeting

Board of Supervisors Meeting Room  
575 Administration Drive, Room 102A  
Santa Rosa, CA 95403  
2:00 P.M.

**COMMISSIONERS**

Present H. E. Boyett, Chair  
Present Valerie Brown  
Present Tim Smith  
Present Debora Fudge  
Present Lisa Schaffner  
Present Raymond Brunton  
Present William Massey

**ALTERNATE COMMISSIONERS**

Present Pamela Torliatt, Alternate  
Present Jean A. Kapolchok, Alternate  
Present Dawn Mittleman, Alternate  
Present Paul Kelley, Alternate

**STAFF**

Present Steven Sharpe, Executive Officer  
Present Carole Cooper, Assistant Executive Officer  
Present David Hurst, Legal Counsel  
Absent Sally McGough, Legal Counsel  
Present Thorjia Brierley, Clerk

1. **CALL TO ORDER BY THE CHAIR:** Chairman Boyett called the meeting to order at 2:00 p.m.
2. **APPROVAL OF MINUTES OF DECEMBER 10, 2003 MEETING:** Approved as distributed.
3. **GENERAL ANNOUNCEMENTS:** Carole Cooper announced that the annual "Statements of Economic Interest" forms, which had been mailed to all commissioners, should be completed, signed, and returned to the Commission secretary by the deadline. Steve Sharpe announced that both he and Carole Cooper had begun the annual process of meeting with all city managers and planning directors. Chairman Boyett acknowledged Supervisor Valerie Brown's recent appointment to LAFCO and welcomed her to the Commission. Chairman Boyett expressed his gratitude and appreciation to Supervisor Paul Kelley for his work as LAFCO Commissioner and looked forward to his continued involvement as an alternate commissioner.
4. **GENERAL PUBLIC COMMENT:** None

5. **Consent Calendar**

**5.1 Final Action: File 03-16: Northeast Santa Rosa Reorganization No. 4-02 (Oliver) Involving Annexation to the City of Santa Rosa and Detachment from Rincon Valley Fire Protection District and County Service Area No.41 (Multi-Services)**

**Applicant:** Don and Kathy Oliver

**Env. Document:** Negative Declaration

**Proposal:** Reorganization request for 19 parcels totaling 33+/- acres, involving annexation to the City of Santa Rosa and detachment from Rincon Valley Fire Protection District and County Service Area No. 41 (Multi-Services)

**Location:** The proposal is generally located on the north and south sides of Rincon Avenue and on the east side of Baird Road, in northeast Santa Rosa.

**Rezoning:** City – Residential, Very Low Density  
County – Rural Residential

**Action: Reorganization terminated, due to majority protest.**

Torliatt: Aye Schaffner: Aye Massey: Aye Brunton: Aye Brown: Aye Kelley: Aye Boyett: Aye  
Ayes: 7 Noes: 0 Absent/Abstain: 0

**6. REGULAR CALENDAR:**

**6.1 File 03-19: Southeast Santa Rosa Reorganization No. 1-99 (Orchard at Oakmont) Involving Annexation to the City of Santa Rosa and Detachment from Kenwood Fire Protection District and County Service Area No. 41 (Multi-Services)**

**Applicant:** The Hunter Group

**Env. Document:** Mitigated Negative Declaration

**Proposal:** Reorganization request for three parcels totaling 32.38+/- acres, involving annexation to the City of Santa Rosa and detachment from Kenwood Fire Protection District and County Service Area No. 41 (Multi-Services)

**Location:** The proposal is generally located at the southwest corner of Highway 12 and Pythian Road in Southeast Santa Rosa.

**Prezoning:** City – Low Density Residential  
County – Rural Residential

**Staff Presentation/Discussion:** Carole Cooper reviewed the staff report and recommended that the Commission approve the proposal, make the findings described in the staff report, certify the Mitigated Negative Declaration, and waive protest proceedings.

Chairman Boyett invited public comment.

Ken Blackman, 1224 St. Helena Avenue, Santa Rosa, spoke in support of the staff recommendations for this proposal.

Bill Boyd, President of the Oakmont Village Association, spoke in favor of the proposal.

Commissioner Brown stated that, while she supported the proposal and believed in a “smart growth” model of allowing development to occur within a sphere of influence, she had difficulty giving up land perceived as agricultural land.

**Action: Approved as recommended by staff.**

Fudge: Aye Schaffner: Aye Massey: Aye Brunton: Aye Brown: Aye Smith: Aye Boyett: Aye  
Ayes: 7 Noes: 0 Absent/Abstain: 0

**7. INFORMATION/DISCUSSION/ACTION ITEMS**

**7.1 Budget Committee Report:** Budget Committee Chair, Commissioner Debora Fudge, reported on expenditures and revenue actuals through second quarter 2003-04. She stated that total salary and benefit expenditures are at 43%, total services and supplies are at 63% and that the budget is on target with total expenditures at 51%. She stated that revenues are currently at 95% of the targeted \$32,000, and that process fees received are less than the revenue amount budgeted. Commissioner Fudge also reported that the recent audit report found no instances of noncompliance with laws, regulations, contracts, etc., and noted no matters involving internal control over financial reporting and operations considered to be material weaknesses. The report recommended another audit in two years.

**7.2 Policy Committee Report:** Chairman of the Policy Committee, Commissioner Bill Massey, reported that the committee had received a letter from the consultants, Economic & Planning Systems (EPS), describing the status of the municipal service reviews (MSR) project. Carole Cooper explained that staff has received rough drafts of reports and will be contacting all sanitation and water districts to get their investment and feedback on these reports, preliminary drafts will be prepared, and public review will take place before coming to the Commission. Commissioner Massey indicated that the Policy Committee planned to meet with EPS in April and noted that any public hearing would probably not begin before July 2004. Commissioner Massey stated that the Policy Committee is comfortable with the progress on the MSR project.

**7.3 Report from Ad Hoc Committee on Alternative Apportionments:** Commissioner Kelley reported that a letter had been sent to cities, the county, and special districts in December 2003, proposing a change from the 1/3, 1/3, 1/3 formula of apportionments to a 40%(County)/40%(Cities)/20% (Special Districts) split. The County is supportive of this change. Special districts are generally in favor of this proposal. To date, the cities of Sonoma, Rohnert Park, and Petaluma have indicated opposition to this proposal while the cities of Santa Rosa and Healdsburg support the proposal. Staff will be meeting with city managers and planning directors to discuss what the change would mean for each city with a plan to request an official vote on the matter in April. Carole Cooper noted that a change in the apportionment formula would require a majority vote of the cities representing the majority of the total city population as well as approval of the County Board of Supervisors and a majority of the independent special districts representing a majority of the special district population.

## LAFCO Agenda

**7.4 Graton Community Services District Formation:** Steve Sharpe reported that, as a result of an election that took place on December 16, 2003, the formation of the Graton CSD was approved. He stated that the completion of this formation would require that the Forestville County Water District formally take over sanitation function of the Forestville County Sanitation District and Mirabel Heights Zone of Benefit. He explained that necessary improvements to the system are near completion. The effective date for the formation is July 1, 2004. Commissioner Massey, as chair of the Forestville County Water District (FCWD), explained that the FCWD board has directed its engineer and counsel to begin discussions with county counsel and the Sonoma County Water Agency that would prepare the board to make the decision to take over the sanitation district functions. He further explained that the FCWD Board wants to assume responsibility in such a way to not burden current water district ratepayers.

**7.5 Fair Share Housing:** Carole Cooper explained that the County of Sonoma and each of its nine cities have, in place, a Housing Element certified by the California Department of Housing and Community Development and that within these Elements, the city or county identifies specific sites in its jurisdiction designated for affordable or "fair share" housing. She further explained that, for Sonoma LAFCO to consider housing needs and Housing Element consistency in specific reorganization proposals, questions have been added to the LAFCO application for a representative of the annexing City to answer: Information provided in staff reports to the Commission reflect responses to these questions.

**7.6 Special District Member Selection Process:** Carole Cooper stated that both Commissioner Mittleman's and Commissioner Brunton's terms on LAFCO will expire in May 2004. She explained that the selection process, which involves the notification of all special districts, request for nominations/applications, and mailing of ballots, has begun.

**8. CONFIRM MEETING WEDNESDAY, MARCH 3, 2004:** On staff's recommendation, the Commission confirmed that the next LAFCO meeting take place on Wednesday, April 7, 2004, at 2:00 p.m.

**9. ADJOURNMENT:** 2:37 p.m.