



NOTICE OF MEETING & AGENDA
Wednesday, June 2, 2004

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

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a LAFCO meeting, please contact the LAFCO Clerk at 707.565.2577. Notification at least 48 hours prior to the meeting will assist LAFCO staff in assuring that reasonable accommodations are made to provide accessibility to the meeting.

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
Present Jean A. Kapolchok
Absent Dawn Mittleman
Present Paul Kelley

STAFF

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

To speak on an item under discussion by the Local Agency Formation Commission on this agenda, you may do so upon receiving recognition from the Chair. Please step up to the rostrum, located in the center of the room, and sign in. State your name, for the record, before making your presentation. All hearings are taped. Time limitations on public testimony may be imposed at the discretion of the Chair.

1. **CALL TO ORDER BY THE CHAIR:** Chairman Boyett called the meeting to order at 2:03pm.
2. **APPROVAL OF MINUTES OF APRIL 7, 2004 MEETING:** Approved as distributed
3. **GENERAL ANNOUNCEMENTS:** None
4. **GENERAL PUBLIC COMMENT:** None

5. **Consent Calendar:** Action items on the Consent Calendar will be taken in one motion. Any person wishing to comment on a consent item should request that the item be removed from the consent calendar at this time.

5.1 Agency Approval: Ratify Alternative Method of Apportionment of LAFCO Funding

Steve Sharpe thanked Ray Brunton, Dawn Mittleman, Debora Fudge, Carole Cooper, Paul Kelley for their help in contacting the special districts regarding the alternative apportionment.

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

5.2 Policy Approval: Proposals Affecting More Than One County

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

6. REGULAR CALENDAR PUBLIC HEARINGS

6.1 FY 2004-2005 LAFCO Final Budget and Fee Schedule

Carole Cooper reminded the Commission that, by statute, LAFCO is required to prepare a budget every year, by June 15th. The budget would remain the same, with staffing levels at 1.65 FTE. The budget for supplies and services would be decreased.

Chairman Boyett asked whether LAFCO exempts fire protection districts from the fee schedule. Carole deferred to Steve Sharpe, who replied that it is LAFCO's policy to do so. Chairman Boyett then asked whether ambulance districts were also exempted. Steve replied that they were not. Chairman Boyett asked whether ambulance districts that overlap counties would have to pay fees at both. Carole Cooper responded that, since Sonoma would be the principal county, they would not.

Commissioner Brown made a motion to approve and Commissioner Schaffner seconded it.

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

6.2 LAFCO Staffing and Facilities: Memorandum of Understanding and Reappointment of Executive Officer for FY 2004-05

Steve Sharpe mentioned that the dates in the MOU had been updated from previous years' MOUs.

Commissioner Massey made a motion to approve and Chairman Boyett seconded it.

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

Commissioner Fudge reported on the Budget Committee meeting from earlier, reiterating that salaries and benefits for the third quarter are at 63% of budget, due in part to MTO and salary adjustments. Services and supplies are over budget, due in part to large mailouts, the special district member selection and protest hearings that took place in previous months. County services are at 120% of budget, due to the fact that some services were not billed last year. Overall, expenditures for third quarter are at 71% of budget and revenues are on target. Processing fees are currently at 61% of budget.

Chairman Boyett noted that he and Carole Cooper had spoken earlier in the day regarding actual versus estimated salaries, and that they differed due to the fact that there were 7.5 pay periods in the quarter.

7.2 Report on Special District Member Selection

Carole Cooper reported that Commissioner Brunton had been reelected but the election for the position left open by Commissioner Mittleman's term ending had resulted in a tie between Robert Jabs and Gary Helfrich. Statute provides for a runoff election in such instances; therefore, a new ballot had been sent out, with a due date of June 18th. LAFCO is hopeful for a greater special district response this time around. Carole will report the results of the runoff election to the Commission in July.

8. CONFIRM MEETING WEDNESDAY, JULY 7, 2004: Confirmed.

9. ADJOURNMENT: Chairman Boyett adjourned the meeting at 2:16pm.