

**MINUTES OF MEETING
Wednesday, December 7, 2005**

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

COMMISSIONERS

Present H. E. Boyett, Chair
Present Paul Kelley
Absent Mike Kerns
Present Debora Fudge
Present Lisa Schaffner
Present Ray Brunton

ALTERNATE COMMISSIONERS

Absent Valerie Brown
Present Albert Giordano
Absent Jean Kapolchok
Absent Pamela Torliatt

STAFF

Present Steven Sharpe, Executive Officer
Present Carole Cooper, Assistant Executive Officer
Present David Hurst, Legal Counsel
Present Cynthia Olson, Clerk

1. **CALL TO ORDER BY THE CHAIR** at 2:00.
2. **APPROVAL OF MINUTES OF MEETING:** The minutes of the November 2, 2005 meeting were approved as distributed
3. **GENERAL ANNOUNCEMENTS** – Chair Boyett announced that he would resign as the Commission’s public member after the April 2006 meeting. He recommended an ad hoc subcommittee consisting of Commissioners Schaffner, Kerns, and Brunton to screen candidates for the public member position.

Carole Cooper stated that Commissioners were provided with comments on Municipal Service Reviews received after agenda packets were mailed. Steve Sharpe announced that the workshop with CSA # 40 (Fire Services) before the Board of Supervisors is tentatively set for late February or early March; he encouraged Commissioners to participate.

4. **GENERAL PUBLIC COMMENT:** none

5. **CONSENT CALENDAR:**

- 5.1 File 05-19: Northeast Santa Rosa Reorganization No. 3-04 (Crim) Involving Annexation to the City of Santa Rosa and Detachment from the Rincon Valley Fire Protection District and County Service Area No. 41 (Multi-Services)

Applicant: Homecoming Development
Environmental Document: Negative Declaration
Proposal: Reorganization request for two parcels, totaling 3.02+/- 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: Generally located on the north side of Sonoma Highway, west of Middle Rincon Road and east of Breeden Street, in northeast Santa Rosa

Commissioner Kelley motioned to approve the consent calendar and Commissioner Brunton seconded.

Action: Approved as recommended by staff

Kelley: aye Kerns: abs Fudge: aye Schaffner: aye Brunton: aye Giordano: aye Boyett: aye
Ayes: 6 Noes: 0 Absent/Abstain: 1

6. **REGULAR CALENDAR PUBLIC HEARING:**

- 6.1 **Municipal Service Reviews: the City of Cloverdale, the City of Healdsburg, and the City of Sebastopol**

Carole Cooper reviewed the staff report and recommended that the Commission determine that the MSR’s for the City of Cloverdale, the City of Healdsburg, and the City of Sebastopol and written determinations for each are categorically

exempt from the California Environmental Quality Act (CEQA); receive and consider comments at a public hearing; and accept the Municipal Service Reviews for the City of Cloverdale, the City of Healdsburg, and the City of Sebastopol and their written determinations, as proposed by staff and consultants, or as amended after Commission review and public hearing. She introduced Walter Kieser from Economic & Planning Systems, Inc. to present an overview of the MSR drafts for the three cities.

Mr. Kieser stated the final MSRs will be completed early next year. He summarized the results of the review for each city and confirmed that he had received comments that will be integrated into the final reports.

Chair Boyett expressed interest in expansion of the Healdsburg MSR to include the Electrical Department, in his view a vital and important operation for the City; Commissioner Schaffner seconded that sentiment. Mr. Kieser agreed to address that department in the final report.

Commissioner Kelley asked and received confirmation from Mr. Kieser that the comments and corrections provided by the various city representatives will be incorporated into the reviews. He also noted that the MSRs are a valuable tool, providing a snapshot of the past, current and future of the agency.

Chair Boyett opened the public hearing and, seeing no one rise, closed the hearing.

Commissioner Kelley moved to accept and approve the MSRs with the changes and additions as discussed at the hearing. Commissioner Schaffner seconded the motion. Chair Boyett and Commissioners Fudge, Brunton, and Giordano suggested, instead, that the changes and corrections be included in a final draft before Commission acceptance. Commissioner Kelley agreed as did Commissioner Schaffner.

Action: MSRs for the City of Cloverdale, the City of Healdsburg, and the City of Sebastopol will be revised, corrected and returned for Commission acceptance at the February 1, 2006, meeting

Kelley: aye Kerns: abs Fudge: aye Schaffner: aye Brunton: aye Giordano: aye Boyett: aye

Ayes: 6 Noes: 0 Absent/Abstain: 1

6.2 **CONTINUED** - Affirmation of Spheres of Influence for Districts/Zones Providing Sanitation Services: Bodega Bay Public Utility District; Graton Community Services District; Sonoma County Water Agency: Airport-Larkfield-Wikiup Sanitation Zone, Geyserville Sanitation Zone, Occidental County Sanitation District, Penngrove Sanitation Zone, Russian River County Sanitation District, Sea Ranch Sanitation Zone, Sonoma Valley County Sanitation District, South Park County Sanitation District

Steve Sharpe stated that the project is on track, but discrepancies discovered in the some district boundaries require resolution by districts and County agencies; staff hopes to schedule this item for the February 1, 2006, meeting.

7. INFORMATION/DISCUSSION/REPORT

7.1 Policy Committee Report –Commissioner Giordano outlined the discussions of the Policy Committee regarding selection of the public member/alternate public member in cases of an unscheduled vacancy and at the expiration of the term of office as well as election of the officers; on behalf of the Committee, he requested feedback from the Commission. After discussion, the Commission directed staff to prepare draft sections of the Rules of Procedure relating to these items; to incorporate ideas discussed, and to return to the Commission for approval.

The Commission further directed staff to agendize, for the February 2006 meeting, the appointment of an ad hoc committee to screen and interview candidates for the public member position and make a recommendation to the Commission.

7.2 CALAFCO Dues Report – Carole Cooper stated that the CALAFCO board would meet in January to consider alternatives for the new dues structure; staff will report to the Commission as information becomes available.

8. **CONFIRMED MEETING** on February 1, 2006 at 2:00 P.M. and the Budget Committee Meeting on February 1, 2006, at 1:30 p.m.

9. **ADJOURNED** at 2:55 p.m.