



**MINUTES OF MEETING
Wednesday, May 2, 2007**

Approved

Board of Supervisors Meeting Room
575 Administration Drive
Santa Rosa, CA 95403

COMMISSIONERS

Present Paul Kelley, Chair
Absent Tim Smith
Present Jean Kapolchok
Present Steve Allen
Present Lisa Schaffner
Present Mark Bramfitt
Present Ray Brunton

ALTERNATE COMMISSIONERS

Present Mike Kerns
Present Mark Ihde
Present Pamela Torliatt
Present Albert Giordano

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 p.m.
2. **APPROVAL OF MINUTES:** The minutes of the April 4, 2007, were unanimously approved, with a correction in the wording reported for Item 7.2, in the first paragraph and in the Action section, to state that the applicant/owner had agreed to "dedicate an open space easement," not "dedicate an easement to the Open Space District."
3. **GENERAL ANNOUNCEMENTS:** Carole Cooper noted that copies of letters from owners of properties wishing to be included in the Reorganization No. 1-06 (Los Alamos Road) (Item 5.1) had been placed at Commissioners' desks; she also provided information on the CALAFCO Annual Conference in Sacramento, August 28 – 31, 2007.

Steve Sharpe stated that he and Carole had begun their annual visits with city managers and planning directors and would attend the countywide city managers' meeting later in the week to discuss the LAFCO budget.

Alternate Commissioner Torliatt expressed her appreciation for the experience of serving on LAFCO, stated she enjoyed the time on the Commission, and complemented the staff on the quality of their work and their diligence to their jobs. Chair Kelley presented a resolution recognizing Alternate Commissioner Torliatt's service to the Commission.

4. **GENERAL PUBLIC COMMENT:** none
5. **REGULAR CALENDAR PUBLIC HEARING, CONTINUED**

5.1 **File No. 07-03:** Northeast Santa Rosa Reorganization No. 1-06 (Los Alamos Road) 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: Donald Quayle

Proposal: Reorganization request for 13 parcels, totaling 16.00+/- 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 west of Los Alamos Road, south of Fawn Drive, and north of Scotland Drive, in northeast Santa Rosa

Pre-zoning: Rural Residential and Rural Residential Scenic Road Combining

Carole Cooper summarized the staff report and answered questions from the Commission. Commissioner Kerns stated that, although he did not attend the April meeting, he had listened to a tape of the meeting and was prepared to participate.

Chair Kelley stated the public hearing was still open and asked for public comment.

Fred Greenstein, 5745 Futura Road, stated his opposition to the annexation.

Mark Potter, 5750 Fawn Drive, stated his desire to be included in the annexation.

Kathleen Potter, 5750 Fawn Drive, stated her desire to be included in the annexation.

Bob Neyman, 5730 Fawn Drive, stated his opposition to the annexation and his desire not to be included in the annexation.

Mark Frey, 5710 Fawn Drive, stated his opposition not to the annexation but to the inclusion of his property in the annexation.

Chair Kelley, seeing no one else rise to address the Commission, closed the public hearing. He asked for and received clarification from Ms. Cooper that all of Fawn Drive was included in the annexation, that the owners of the property would not be obligated to hook up to city services unless there was a failing septic system and/or well and that there would be a protest hearing at the next meeting for owners to submit their written protest.

Action: Approved as recommended by staff

Schaffner: aye Allen: abstain Kerns: aye Brunton: aye Bramfitt: aye Kapolchok: aye Kelley: aye

Ayes: 6 Noes: 0 Absent/Abstain: 1

6. INFORMATION/DISCUSSION/REPORT

6.1 Transition Work Plan: Steve Sharpe stated that he had presented a draft of the Executive Officer job description to the Personnel Committee and received their comments. He stated he would send the draft job description to other Commissioners for review and would contact them individually for comments and input. He noted that the Personnel Committee intends to select a recruitment option for EO by September. He also stated that the Committee will be reviewing the LAFCO staff organization model with respect to staffing needs, organizational structure and relationship to the County Administrator's Office.

6.2 Personnel Committee Report: Chair Kelley stated that the Personnel Committee had reviewed the draft of the Executive Officer job description and directed staff to distribute the description to Commissioners for review and comment.

6.3 Budget Committee: Commissioner Schaffner reviewed the third quarter actual revenues and expenses.

7. CONFIRM MEETINGS:

Commission Meeting Wednesday, June 6, 2007, at 2:00 P.M.;

Personnel Committee Meeting, June 6, 2007, 1:00 P.M.

8. ADJOURNED at 2:35 p.m.