



**MINUTES OF MEETING  
Wednesday, June 4, 2003**

Approved at 7-9-03 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 Paul Kelley  
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  
Absent Dawn Mittleman, Alternate  
Absent Mike Kerns, 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 MAY 7, 2003 MEETING:** The minutes were approved as distributed with the abstention of Commissioner Kelley and Commissioner Massey who did not attend the meeting.
3. **GENERAL ANNOUNCEMENTS:** Chairman Boyett announced that alternate Commissioner Kerns had agreed to serve as an alternate for Commissioner Smith on the Policy Committee.
4. **GENERAL PUBLIC COMMENT:** None

**Consent Calendar:**

**5.1 Contract for Consulting Services with Economic & Planning Systems, Inc. to Conduct Municipal Services Reviews**

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

Fudge: Aye Schaffner: Aye Massey: Aye Brunton: Aye Smith: Absent Kelley: Aye Boyett: Aye  
Ayes: 6 Noes: 0 Absent/Abstain: 1

**5.2 Records Retention Schedule**

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

Fudge: Aye Schaffner: Aye Massey: Aye Brunton: Aye Smith: Absent Kelley: Aye Boyett: Aye  
Ayes: 6 Noes: 0 Absent/Abstain: 1

**6. REGULAR CALENDAR PUBLIC HEARINGS**

**6.1 FY 2003-2004 LAFCO Final Budget and Fee Schedule**

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

Fudge: Aye Schaffner: Aye Massey: Aye Brunton: Aye Smith: Aye Kelley: 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 2003-2004**

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

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

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

**7.1 Report of Ad Hoc Committee on Alternative Apportionments:** Commissioner Kelley reported that the committee had met to discuss alternative apportionment options. The committee proposed that the apportionments for Fiscal Year 2004-2005 reflect a change from the one-third funding formula now used to: 20% funding from special districts and 40% funding from both the County and the cities. The committee requested that staff initiate discussions with cities and special districts and create a plan and timeline that will permit this change to be implemented by 2004-2005. David Hurst, LAFCO counsel, explained that each group (cities, special districts, and the County) would require a separate action to approve an alternative apportionment. Steve Sharpe further explained that a formal vote record and resolution would be necessary from each agency in favor. (The law allows the use of an alternative method of apportionment if approved by a majority vote of the board of supervisors; a majority of cities representing a majority of the total population of cities in the county; and the independent districts representing a majority of the combined total population of independent special districts in the county.) Commissioner Kelley agreed to take the lead with the County. Commissioner Torliatt requested that the committee review the possibility of a user-based fee system. Steve Sharpe noted that LAFCO had approached the cities with this idea and that, due to unpredictable application filings, flat fees were more feasible.

A formal vote was taken regarding the request for staff to move forward with the proposed apportionment alternative.

**Action:** Approved unanimously.

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

**8. CONFIRM MEETING WEDNESDAY, JULY 9, 2003, 2:00 P.M.:** Confirmed.

**9. ADJOURNMENT:** The meeting was adjourned at 2:20 p.m.