

LAFCO MEETING MINUTES WEDNESDAY, JUNE 3, 2015

CALL TO ORDER

The meeting was called to order at 1:00 p.m.

1. ROLL CALL

The following commissioners were present:

- Chairperson Linda J. LeZotte
- Vice-Chairperson Cat Tucker
- Commissioner Cindy Chavez (arrived at 1:04 p.m.)
- Commissioner Sequoia Hall
- Commissioner Johnny Khamis (left at 1:37 p.m.)
- Commissioner Mike Wasserman
- Commissioner Susan Vicklund Wilson
- Alternate Commissioner Tara Martin-Milius
- Alternate Commissioner Terry Trumbull

The following staff members were present:

- LAFCO Executive Officer Neelima Palacherla
- LAFCO Assistant Executive Officer Dunia Noel
- LAFCO Counsel Malathy Subramanian

2. PUBLIC COMMENTS

There were no public comments.

3. MINUTES OF APRIL 1, 2015 LAFCO MEETING

The Commission approved the minutes of April 1, 2015 LAFCO meeting.

Motion: Hall Second: Wasserman

AYES: Hall, Khamis, LeZotte, Tucker, Wasserman, Wilson

NOES: None ABSTAIN: None ABSENT: Chavez

MOTION PASSED

4. CONSENT ITEM: CUPERTINO SANITARY DISTRICT 2015-01 (LANDS OF RUPILIUS)

The Commission adopted **LAFCO Resolution No. 2015-01**, approving the annexation of one parcel with a total area of about 0.55 acre located on Mt. Eden Road in the City of Saratoga to the Cupertino Sanitary District.

Motion: Khamis Second: Tucker

AYES: Chavez, Khamis, LeZotte, Tucker, Wasserman, Wilson

NOES: None ABSTAIN: Hall ABSENT: None

MOTION PASSED

8.2 TAKEN OUT-OF-ORDER: NOTICE FROM THE COUNTY TO RELOCATE LAFCO OFFICE TO CHARCOT ROAD

On Commission consensus, Item 8.2 was taken out-of-order as the LAFCO office relocation may have implications for the Fiscal Year 2016 budget.

Ms. Palacherla provided an update to the written report and informed that the County has indicated that it may be able to find space for LAFCO in the County Government Center. In response to an inquiry by **Chairperson LeZotte**, she explained staff's concerns with the relocation of the LAFCO office to Charcot Road.

In response to an inquiry by **Commissioner Wilson**, Ms. Palacherla indicated that there is the option of using the \$150,000 in reserves to cover unexpected costs. **Chairperson LeZotte**, on Commission consensus, directed staff to send a letter expressing support for the County's effort in finding office space within the building. **Chairperson LeZotte** expressed her appreciation to Commissioners Chavez and Wasserman for communicating and working with the County.

5. FINAL LAFCO BUDGET FOR FISCAL YEAR 2016

This being the time and place for the public hearing, **Chairperson LeZotte** declared the public hearing open, determined that there are no members of the public who wished to speak on the item, and declared the public hearing closed.

Ms. Palacherla reported that \$4,000 has been added to the budget to reflect the revised County charges for overhead and IT.

The Commission:

- 1. Adopted the Final LAFCO Budget for Fiscal Year 2015-2016.
- 2. Found that the Final LAFCO Budget for Fiscal Year 2016 is expected to be adequate to allow the Commission to fulfill its statutory responsibilities.
- 3. Authorized staff to transmit the Final LAFCO Budget adopted by the Commission including the estimated agency costs to the cities, the special districts, the County, the Cities Association and the Special Districts Association.
- 4. Directed the County Auditor-Controller to apportion LAFCO costs to the cities; to the special districts; and to the County; and to collect payment pursuant to Government Code §56381.

Motion: Tucker Second: Wasserman

AYES: Chavez, Hall, Khamis, LeZotte, Tucker, Wasserman, Wilson

NOES: None ABSTAIN: None ABSENT: None

MOTION PASSED

6. CURRENT PRACTICE FOR RESPONDING TO PUBLIC COMMENTS AND INQUIRIES

Commissioner Wasserman requested that the full Commission be copied on responses to inquiries listed in Category #5 of the Table in Attachment A. Ms. Palacherla stated that staff would copy the full commission. In response to an inquiry by Commissioner Khamis, Ms. Palacherla advised that staff immediately acknowledges receipt of an inquiry or comment and noted that the follow-up response time varies depending on the complexity of the inquiry. Commissioner Khamis noted that tracking the volume of public inquiries may help support a future request for additional staffing. On Item #4 of Attachment A, Commissioner Chavez proposed that all commissioners be copied with staff's written responses to public comments received at LAFCO meetings. In response to an inquiry by Commissioner Wilson, Ms. Palacherla informed that due to limited staffing, all public inquiries are not formally logged. Commissioner Hall stated that the public expects the commissioners to be aware of their inquiries. Recognizing the limited LAFCO staff, he stated that tracking calls is important. Ms. Palacherla informed that the FY 2016 Work Plan includes the preparation of a public communications plan and this issue of how to improve tracking of public inquiries can be addressed through that plan, which will also be an opportunity to address the need for any additional resources needed to implement the changes. Chairperson LeZotte and Commissioner Wilson expressed agreement.

The Commission accepted the report.

Motion: Khamis Second: Hall

AYES: Chavez, Hall, Khamis, LeZotte, Tucker, Wasserman, Wilson

NOES: None ABSTAIN: None ABSENT: None

MOTION PASSED

7. UPDATE ON LAFCO'S CITIES SERVICE REVIEW

The Commission accepted the report.

Motion: Wasserman Second: Tucker

AYES: Chavez, Hall, Khamis, LeZotte, Tucker, Wasserman, Wilson

NOES: None ABSTAIN: None ABSENT: None

MOTION PASSED

8. EXECUTIVE OFFICER'S REPORT

8.1 LAFCO's 2015 COUNTYWIDE MAP OF CITIES BOUNDARIES

The Commission delegated authority to the LAFCO Executive Officer to enter into an agreement with Eureka Cartography for the preparation and printing of LAFCO's 2015 Map of Cities Boundaries, in an amount not to exceed \$6,500, and to execute any necessary amendments subject to LAFCO Counsel's review and approval.

Motion: Wasserman Second: Wilson

AYES: Chavez, Hall, Khamis, LeZotte, Tucker, Wasserman, Wilson

NOES: None ABSTAIN: None ABSENT: None

MOTION PASSED

The Commission accepted the reports under Items 8.3 through 8.11.

Motion: Wasserman Second: Tucker

AYES: Chavez, Hall, Khamis, LeZotte, Tucker, Wasserman, Wilson

NOES: None ABSTAIN: None ABSENT: None

MOTION PASSED

9. CALAFCO RELATED ACTIVITIES

9.1 2015 CALAFCO ANNUAL CONFERENCE ON SEPTEMBER 2-4

In response to an inquiry by **Chairperson LeZotte**, Ms. Palacherla informed that the LAFCO budget includes funds for staff and commissioners to attend the Annual Conference, and that the travel policy allows alternate members to attend in place of the regular members. **Commissioner Tucker** and **Alternate Commissioner Martin-Millius** expressed interest.

The Commission authorized commissioners and staff to attend the Annual Conference and directed that associated travel expenses be funded by the LAFCO Budget for Fiscal Year 2016.

Motion: Tucker Second: Wilson

AYES: Chavez, Hall, Khamis, LeZotte, Tucker, Wasserman, Wilson

NOES: None ABSTAIN: None ABSENT: None

MOTION PASSED

9.2 NOMINATIONS TO THE 2015/2016 CALAFCO BOARD OF DIRECTORS

Ms. Palacherla informed that nominations to the CALAFCO Board of Directors are accepted for city and public members. **Alternate Commissioner Martin-Milius** expressed interest. **Commissioner Wilson** expressed her support for Alternate Commissioner Martin-Milius and requested that Ms. Palacherla discuss the time commitment and the expectations for serving on the CALAFCO Board.

9.3 DESIGNATE VOTING DELEGATE AND ALTERNATE FOR SANTA CLARA LAFCO

The Commission appointed Commissioner Tucker as the voting delegate and Alternate Commissioner Martin-Milius as the alternate voting delegate.

9.4 REPORT ON THE 2015 CALAFCO STAFF WORKSHOP (APRIL 15-17)

The Commission noted the report.

10. LEGISLATIVE REPORT

10.1 AB 1532 (ASSEMBLY COMMITTEE ON LOCAL GOVERNMENT) LOCAL GOVERNMENT OMNIBUS BILL

In response to an inquiry by **Commissioner Wasserman**, Ms. Palacherla informed that AB 1532 will amend the CKH Act to state that Santa Clara LAFCO's Public Member will be appointed by the other six members, following the addition of two special district members in 2013.

The Commission authorized staff to send a letter of support for AB 1532.

Motion: Wilson Second: Hall

AYES: Chavez, Hall, Khamis, LeZotte, Tucker, Wasserman, Wilson

NOES: None ABSTAIN: None ABSENT: None

MOTION PASSED

10.2 OTHER BILLS OF INTEREST TO SANTA CLARA LAFCO

The Commission took no action.

11. PENDING APPLICATIONS / UPCOMING PROJECTS

There were none.

12. COMMISSIONER REPORT

There were none.

13. NEWSPAPER ARTICLES / NEWSLETTERS

There were none.

14. WRITTEN CORRESPONDENCE

There were none.

15. CLOSED SESSION

The Commission adjourned to closed session at 1:37 P.M., and reconvened at 1:46 P.M., with no report from the closed session.

16.	ADJOURN	Ī

The Commission adjourned to the next regular meeting on August 5, 2015 at 1:00 p.m., in the Board Meeting Chambers, County Government Center, 70 West Hedding Street, San Jose, California.

Approved:	
Linda J. LeZotte, Chairperson	
Local Agency Formation Commission of Santa C	Clara County
n.	
By: Emmanuel Abello, LAFCO Clerk	