

MINUTES OF MEETING OF August 6, 2003

The Sacramento Local Agency Formation Commission met this sixth day of August, 2003, at 5:30 P.M. in Board Chambers, Sacramento County Administration Center, 700 H Street, Sacramento, California.

PRESENT: Elliot Mulberg, Chair; Commissioners Illa Collin, Roberta MacGlashan, Christopher Tooker, Muriel Johnson, and Charles Rose. Also Present: Alternate Commissioner John Jachens.

ABSENT: Lauren Hammond. Not Present: Dave Jones, Sophia Scherman, Roger Dickinson.

STAFF: Peter Brundage, Executive Officer; Donald J. Lockhart, Assistant Executive Officer; Nancy Miller, Commission Counsel; Marilyn Ann Flemmer, Commission Clerk.

The meeting was called to order at 5:34 P.M. The Clerk called the roll.

CONSENT CALENDAR:

On a motion made by Commissioner Tooker, seconded by Commissioner Johnson, the Commission unanimously approved the Minutes of the Meeting of June 4, 2003, and the Claims dated July 31, 2003.

EXECUTIVE OFFICER'S PROPOSAL TO AMEND FEE SCHEDULE

Mr. Brundage reviewed his report to the Commission proposing the adoption of a Sacramento LAFCo policy for the full fee recovery of incorporation proposals. There was Commission discussion concerning loans to applicants and a failed election, whether or not the Commission could request collateral for a loan, what a loan to incorporation applicants may mean to the contributors of LAFCo's budget (the County of Sacramento, the cities within the County and the independent special districts within the County), and the difficulty applicants face for raising funds for a full fee recovery policy in an incorporation process.

Staff's proposal for a full fee recovery policy would include all related incorporation costs: petition signature check, preparation of an Environmental Impact Report, as previously borne by the proponents, to further include all costs related to the Comprehensive Fiscal Analysis, consultants, Commission Counsel fees, all mailing and notice costs, as well as staff time for processing the incorporation. [Estimated between \$250,000 - \$350,000 or more.]

Ms. Jeannie Bruins, Citrus Heights Chamber of Commerce, addressed the Commission. Ms. Bruins related her 12 year experience in the Citrus Heights incorporation effort...garage sales, scrap metal drives, to collect the money for the incorporation fees. Ms. Bruins stated the Citrus Heights Incorporation Committee had no major financing mechanisms and yet "We were

able to get through the EIR." "If we had had to raise \$200,000 - \$300,000," continued Ms. Bruins, "we would not be a city. People make sacrifices to bring the issue to a vote. Cost recovery for staff time is something over which volunteers have no control. It is reasonable to have some criteria," stated Ms. Bruins.

There was additional Commission discussion.

Ms. Karen Klinger, Arden-Arcade resident, addressed the Commission. Ms. Klinger stated "The only area she was aware of that potentially might propose incorporation is Arden Arcade; a full cost recovery policy denies people the option of a government that works for them."

After further Commission discussion, Commissioner MacGlashan moved to direct that a sub-committee study the implications and alternatives to a full fee recovery policy for incorporation proposals. Commissioner Tooker seconded the motion which passed unanimously. Those who volunteered to serve on the Incorporation Fee Policy Sub-committee include: Commissioners Charles Rose, Roberta MacGlashan, and Illa Collin.

MUNICIPAL SERVICE REVIEW AND SPHERE OF INFLUENCE UPDATE FOR THE CITY OF CITRUS HEIGHTS

Mr. Lockhart reviewed staff's work with the City of Citrus Heights Planning Department in developing a review of a Citrus Heights Sphere of Influence Update as part of staff's state-mandated Municipal Service Review and Sphere of Influence Update for all cities and special districts within the County. Mr. Lockhart stated the City has adopted a General Plan suggesting expansion of its Sphere of Influence. There was Commission discussion. Commissioner Collin stated her discomfort with staff initiated areas of review for a Sphere of Influence Amendment for the City. After additional discussion, staff was directed to request the City of Citrus Heights to submit a formal application for a Sphere of Influence Amendment.

EXECUTIVE OFFICER'S CONTRACTING AUTHORITY PURCHASING PROCEDURES

Mr. Brundage reviewed procedures for contracting authority and purchasing procedures. There was Commission discussion. Mr. Mulberg suggested the Elk Grove Community Services District might be of assistance to LAFCo staff as the Elk Grove C.S.D. found a cost effective means to create an internal accounting system.

WORK PLAN UPDATE

Mr. Brundage gave a brief overview of the status of pending proposals and potential future proposals.

CALAFCO EXECUTIVE BOARD

On a motion made by Commissioner Tooker, seconded by Commissioner Rose, Elliot Mulberg was nominated as a special district candidate for the CALAFCo Executive Board.

RESOLUTION NO. LAFC 1259 HONORING WILLIAM PORTER

On a motion made by Commissioner Rose, seconded by Commissioner Tooker, the Commission unanimously adopted Resolution No. LAFC 1259, honoring William Porter as Special District Commissioner on the Commission.

OTHER MATTERS

Mr. Mulberg stated he would forward the criteria for evaluation of the Executive Officer to the Commission in the near future and that an Executive Session will be held at the October 1, 2003, Commission meeting for Commission Evaluation of the Executive Officer.

Mr. Lockhart introduced Christopher Jordan, staff's summer intern.
There was no further business; the meeting was adjourned at 7:30 P.M.

Respectfully submitted,

SACRAMENTO LOCAL AGENCY FORMATION COMMISSION

Marilyn Ann Flemmer
Commission Clerk

MAF
(Minutes August 2003)