

**SUTTER COUNTY LOCAL AGENCY FORMATION COMMISSION
MINUTES**

April 24, 2003
Yuba City Council Chambers

1. CALL TO ORDER

Chairperson White called the meeting to order at 4:00 p.m.

2. ROLL CALL

Members Present: Commissioners Richards, Kroon, Hager, White, Whiteaker, Islip, and Hilliard.

Members Absent: None.

Staff Present: Executive Officer Larry Combs, Assistant Executive Officer Curt Coad, LAFCO Counsel Ron Erickson, Associate Planner Doug Libby, and Office Assistant Karna-Lisa Aucoin.

3. PLEDGE OF ALLEGIANCE

Executive Officer Combs led the audience, staff, and Commission in the Pledge of Allegiance.

4. APPROVAL OF MINUTES

The minutes of the meeting of March 27, 2003, were approved as submitted on a motion by Commissioner Hager and seconded by Commissioner Richards.

The motion was carried by a unanimous voice vote.

5. OTHER BUSINESS

(See item #7.)

6. PUBLIC HEARINGS

a. Preliminary budget for Fiscal Year 2003-2004

Associate Planner Libby summarized the previously circulated staff report and noted there was one change from the original budget materials in Exhibit B. The new Exhibit B includes a breakdown of the budget and its impact upon independent districts and cities. Mr. Libby concluded his remarks by stating that staff is recommending approval of the proposed budget to the Commission.

Chairperson White questioned whether the commission is required to approve the budget today or if it could be carried over until the next meeting.

Associate Planner Libby responded by stating that the law requires the Commission to adopt a preliminary and then a final budget. Mr. Libby explained that if the Commission takes action today it would be a preliminary approval and changes could still be made if the commission chose.

Chairperson White questioned if additional public hearings would be required if changes were made to the budget.

Associate Planner Libby responded no additional public hearings would be required and that the final budget hearing would be held at the Commission's May meeting.

Chairperson White opened the public hearing.

There being no comments from the public, Commissioner White closed the public hearing.

It was moved by Commissioner Kroon and seconded by Commissioner Islip to adopt the LAFCO Preliminary Budget for 2003-2004 fiscal year.

The motion was carried by a unanimous voice vote.

7. OTHER BUSINESS

A. Proposed Policies for the Conduct of Municipal Service Reviews

Associate Planner Libby summarized and discussed the previously circulated staff report.

Chairperson White questioned proposed Policy 23 and whether the 3 percent limitation for sphere amendments is cumulative or incremental.

Mr. Libby explained the 3 percent limitation is cumulative between comprehensive sphere updates which would occur every five years. He continued by explaining that if a sphere update was done by January 1, 2006, for an entity, that entity could expand their sphere of influence by 3 percent until 2009.

Commissioner Hager questioned whether staff could complete 40 municipal service reviews in the time that is available.

Mr. Libby explained that the review of many of the entities would not be time intensive in that it may be just a matter of contacting the entity and validating existing boundaries.

Chairperson White asked if the commission or any audience member had any questions of staff.

There being none, it was moved by Commissioner Hager and seconded by Commissioner Islip to approve LAFCO Resolution 2003-08, adopting new policies regarding conducting municipal service reviews and sphere of influence updates.

The motion was carried by a unanimous voice vote.

b. Minor Amendments and Technical Cleanup to the LAFCO Procedures Manual.

Associate Planner Libby summarized the previously circulated staff report noting a few corrections to the procedures manual have been made, and some language has been modified to improve the documents readability. In closing, Mr. Libby said staff recommends the commission adopt Resolution 2003-09 which will modify the Procedures Manual accordingly.

Chairperson White asked if the commission had questions for staff and asked if there were any comments from the audience.

There being none, it was moved by Commissioner Kroon and seconded by Commissioner Richards to approve LAFCO Resolution 2003-09, amending the commission's rules of procedure.

The motion was carried by a unanimous voice vote.

8. COMMENTS FROM THE PUBLIC

None.

9. ADJOURNMENT

There being no further business before the Commission, the meeting was adjourned at 4:20 p.m.

Respectfully submitted,

Larry T. Combs
Executive Officer