

**LOCAL AGENCY FORMATION COMMISSION OF  
SANTA CLARA COUNTY  
MINUTES  
WEDNESDAY, FEBRUARY 3, 2010**

**CALL TO ORDER**

Chairperson **Susan Vicklund-Wilson** calls the meeting to order at 1:18 p.m.

**1. ROLL CALL**

The following Commissioners and Alternates are present:

- **Chairperson Susan Vicklund-Wilson**
- **Commissioner Pete Constant**
- **Commissioner Donald F. Gage**
- **Commissioner Margaret Abe-Koga**
- **Alternate Commissioner George Shirakawa** (is attending in place of Commissioner Kniss, who is absent)
- **Alternate Commissioner Al Pinheiro**

The following staff members are present:

- **LAFCO Executive Officer Neelima Palacherla**
- **LAFCO Analyst Dunia Noel**
- **LAFCO Counsel Mala Subramanian**

**2. WELCOME NEW LAFCO COMMISSIONER: MARGARET ABE-KOGA**

**Chairperson Wilson** welcomes Margaret Abe-Koga as a new LAFCO commissioner.  
**Brian Schmidt**, Committee for Green Foothills, welcomes Commissioner Abe-Koga.

**3. PUBLIC PRESENTATIONS**

**Brian Schmidt**, Legislative Advocate, Committee for Green Foothills, suggests that LAFCO meetings should be streamed on the internet like the County Board of Supervisors' meetings.

**4. APPROVE THE MINUTES OF DECEMBER 9, 2009 MEETING**

**MOTION:** Approve the minutes of December 9, 2009 meeting, as submitted. (Don Gage)

**SECOND:** Pete Constant

**MOTION PASSED**

**AYES:** Pete Constant, Don Gage, Margaret Abe-Koga, George Shirakawa and Susan Vicklund-Wilson

**NOES:** None

**ABSTAIN:** None

**ABSENT:** None

5. **CONSENT ITEM - WEST PARR AVENUE REORGANIZATION: ANNEXATION TO SANTA CLARA COUNTY FIRE PROTECTION DISTRICT**

**MOTION:** Adopt Resolution No. 2010-01, approving the annexation of a portion of West Parr Avenue to Central Fire Protection District and detachment from County Library Service Area, making the necessary CEQA findings, and waiving further protest proceedings. Said Resolution, by reference hereto, is made part of these minutes. (Pete Constant)

**SECOND:** Don Gage

**MOTION PASSED**

**AYES:** Pete Constant, Don Gage, Margaret Abe-Koga, George Shirakawa and Susan Vicklund-Wilson

**NOES:** None

**ABSTAIN:** None

**ABSENT:** None

6. **UPDATE ON AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING BETWEEN LAFCO AND THE COUNTY OF SANTA CLARA AND ON OBTAINING STAND ALONE GENERAL LIABILITY INSURANCE COVERAGE FOR LAFCO**

Ms. Palacherla reports that in the course of updating the memorandum of understanding (MOU) between LAFCO and the County, the County has notified LAFCO to obtain its own stand alone insurance as the County is self insured for the first \$2 million and does not want to be liable for LAFCO. She informs that staff is looking into obtaining bids from outside insurance providers and will work with LAFCO counsel and the Budget Subcommittee to bring back a recommendation to the full Commission in April 2010.

In response to an inquiry by **Commissioner Gage**, Ms. Palacherla informs that the cost estimate is not available at this time. **Chairperson Wilson** comments that this is a step in the right direction because LAFCOs have become independent of counties. In response to an inquiry by **Chairperson Wilson**, Ms. Palacherla informs that several LAFCOs contract with the Special District Risk Management Authority (SDRMA) and Alliant, and that staff is requesting quotes from them. **Alternate Commissioner Pinheiro** suggests that the California Association of LAFCOs (CALAFCO) should consider a group insurance coverage. **Chairperson Wilson** states that she will convey this suggestion to the CALAFCO Board.

**MOTION:** Accept the report. (Don Gage)

**SECOND:** Pete Constant

**MOTION PASSED**

**AYES:** Pete Constant, Don Gage, Margaret Abe-Koga, George Shirakawa and Susan Vicklund-Wilson

**NOES:** None

**ABSTAIN:** None

**ABSENT:** None

**7. EXECUTIVE OFFICER'S REPORT**

**7.1 BUDGET SUBCOMMITTEE**

Ms. Palacherla recommends that the Commission form a Budget Subcommittee composed of two commissioners to develop the Fiscal Year 2010-11 budget for full Commission approval.

**Chairperson Wilson** informs that Commissioners Gage and Constant have expressed interest to serve on the subcommittee, and inquires if other members are interested. **Commissioner Shirakawa** proposes that Commissioner Abe-Koga serve as alternate subcommittee member. Ms. Subramanian advises that Brown Act requires public notice if three members serve on the subcommittee.

**MOTION:** Establish a Budget Subcommittee composed of commissioners Constant and Gage. (George Shirakawa)

**SECOND:** Margaret Abe-Koga

**MOTION PASSED**

**AYES:** Pete Constant, Don Gage, Margaret Abe-Koga, George Shirakawa and Susan Vicklund-Wilson

**NOES:** None

**ABSTAIN:** None

**ABSENT:** None

**7.2 UPDATE ON THE IMPLEMENTATION OF LAFCO'S ELECTRONIC DOCUMENT MANAGEMENT SYSTEM**

Ms. Palacherla informs that staff is reviewing the first two batches of digitized LAFCO files delivered by Peelle Technologies, Inc. She adds that after the review, staff will prepare the next batch of files for digital scanning.

**7.3 UPDATE ON COUNTYWIDE FIRE SERVICE REVIEWS**

Ms. Palacherla reports that staff released a request for proposals in December 2009 for a consultant for the Countywide Fire Service Review. Members of the Fire Service Review Technical Advisory Committee interviewed all seven firms and will be selecting a firm.

**7.4 CALAFCO STAFF WORKSHOP IN SANTA ROSA: APRIL 14-16**

**MOTION:** Authorize staff to attend the 2010 CALAFCO Staff Workshop and authorize travel expenses funded by the LAFCO budget. (Pete Constant)

**SECOND:** Don Gage

**MOTION PASSED**

**AYES:** Pete Constant, Don Gage, Margaret Abe-Koga, George Shirakawa and Susan Vicklund-Wilson

**NOES:** None

**ABSTAIN:** None

**ABSENT:** None

In response to an inquiry by **Commissioner Gage**, **Chairperson Wilson** informs that only staff attends the staff workshop.

**8. PROPOSED REVISIONS TO THE 2010 SCHEDULE OF LAFCO MEETINGS**

Ms. Palacherla recommends the adoption of the revised 2010 schedule of LAFCO meeting.

**MOTION:** Adopt the revised 2010 schedule of LAFCO meetings and application filing deadlines. (Pete Constant)

**SECOND:** Don Gage

**MOTION PASSED**

**AYES:** Pete Constant, Don Gage, Margaret Abe-Koga, George Shirakawa and Susan Vicklund-Wilson

**NOES:** None

**ABSTAIN:** None

**9. COMMISSIONERS' REPORTS**

There is no report.

**10. NEWSPAPER ARTICLES / NEWSLETTERS**

There are none.

**11. WRITTEN CORRESPONDENCE**

There are none.

**12. PENDING APPLICATIONS / UPCOMING PROJECTS**

**12.1 POTENTIAL LOS GATOS URBAN SERVICE AREA (USA) AMENDMENT 2010 - LANDS OF MIDPENINSULA REGIONAL OPEN SPACE DISTRICT (MROSD)**

Ms. Palacherla reports that staff is expecting an application for an USA amendment from the Town of Los Gatos to exclude lands owned by MROSD.

**13. ADJOURN**

The meeting is adjourned at 1:31 p.m.

Approved:

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Susan Vicklund-Wilson, Chairperson  
Local Agency Formation Commission of Santa Clara County

By: \_\_\_\_\_  
Emmanuel Abello, LAFCO Clerk