

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

The Commission approved the proposed amendment to the LAFCO Bylaws to state that regular LAFCO meetings will be held at 1:00 P.M.

Motion: Wasserman

Second: Chavez

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

NOES: None

ABSTAIN: None

ABSENT: None

MOTION PASSED

5. PROPOSED LAFCO BUDGET FOR FISCAL YEAR 2016

This being the time and place for the public hearing, **Chairperson LeZotte** declared the public hearing open.

Doug Muirhead, a resident of Morgan Hill, requested that the budget posted on the website include detailed discussion of each line item; he questioned why there are five separate IT-related items in the budget; and, requested that adequate public notice be provided prior to Finance Committee meetings.

The Chairperson determined that there are no members of the public who wished to speak on the item and the public hearing was ordered closed.

Ms. Palacherla, in response, noted that detailed information on costs is included in the staff reports posted on the website, and advised that the Finance Committee only requires 24-hour notice since it is a special meeting. **Chairperson LeZotte** and **Commissioner Wasserman** agreed that the dates of future committee meetings, whether regular or special, should be posted on the website as soon as they are known. **Commissioner Wilson** expressed agreement and noted that the preparation of staff reports takes time. In response to an inquiry by **Commissioner Chavez**, Ms. Palacherla advised that Finance Committee meeting agendas are posted 24 hours before the meetings. **Commissioner Chavez** expressed concern that commission members and the public may find it difficult to prepare if the materials are received too close to the meeting date. She proposed that staff adopt an internal practice to ensure that meeting materials are distributed early.

Upon the request of the **Chairperson**, Ms. Palacherla, in reference to another inquiry by Mr. Muirhead, indicated that the staff report contains discussion on each of IT-related item.

Commissioner Wasserman expressed concern about Government Code §56381 which states that LAFCO budget could not be reduced from the previous year's if the reduction does not allow LAFCO to meet its statutory mandate. In response to an inquiry by **Commissioner Tucker**, Ms. Palacherla reported that the proposed budget was posted on the website along with a staff report which includes information on each line item.

The **Chairperson** determined that there are no members of the public who wished to speak on the item and ordered the public hearing closed.

The Commission:

1. Adopted the Proposed LAFCO Budget for Fiscal Year 2015-2016.
2. Found that the Proposed 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 Proposed LAFCO Budget adopted by the Commission, including the estimated agency costs as well as the LAFCO public hearing notice on the adoption of the Fiscal Year 2016 Final Budget to the cities, the special districts, the County, the Cities Association and the Special Districts Association.
4. The Commission directed staff to announce the dates of future committee meetings as soon as they are known.

Motion: Wilson

Second: Chavez

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

NOES: None

ABSTAIN: None

ABSENT: None

MOTION PASSED

6. APPOINTMENT OF LAFCO PUBLIC MEMBER AND ALTERNATE PUBLIC MEMBER

The Commission reappointed Susan Vicklund Wilson as Public Member and Terry Trumbull as Alternate Public Member to new four-year terms, for the period from May 2015 to May 2019.

Motion: Tucker

Second: Wasserman

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

NOES: None

ABSTAIN: Wilson

ABSENT: None

MOTION PASSED

7. UPDATE ON LAFCO'S CITIES SERVICE REVIEW

Mr. Muirhead requested advance notice for the Cities Service Review Technical Advisory Committee (TAC) meetings and requested that the service review report provide periodic updates on the project in public forums like the Cities Association of Santa Clara County and discuss water conservation and recycling issues. Mr. Muirhead suggested that the Morgan Hill section include discussion on annexation of Holiday Lake Estates. He also suggested that the report assess open government measures among the cities and their efforts above and beyond minimum legal requirements, such as availability of online videos of council and commission meetings.

In response to an inquiry by **Chairperson LeZotte**, Ms. Palacherla reported that public input to service reviews is considered; however, since fire and water service reviews have been completed, the current study may only discuss fire and water services in the context of shared services. **Chairperson LeZotte** gave examples of collaborative efforts among the Santa Clara Valley Water District and some of the cities to improve water treatment plants and distribute recycled water. **Commissioner Tucker** observed that the

current drought would make a water service review timely. Ms. Palacherla informed that a work plan for the next round of service reviews will be prepared after the cities service review is completed.

A brief discussion ensued on how to respond to public comments or suggestions. **Chairperson LeZotte** suggested that staff acknowledge receipt of public comment and indicate that it will be considered by LAFCO. In response to an inquiry by **Commissioner Wasserman**, Ms. Subramanian advised there is no Brown Act violation when LAFCO members are provided with email copies of staff's response to public inquiries. **Commissioner Wilson** suggested that the public may be directed to TAC minutes; however, Ms. Palacherla informed that staff does not prepare minutes for TAC meetings. **Commissioner Wilson** proposed that staff may prepare one response to the same or similar comments and requested that staff report back on their current practice for responding to public comments. **Chairperson LeZotte** noted that the public may be directed to the website for responses to common comments or suggestions. Ms. Palacherla advised that two types of public comments are received, namely, those that are in response to LAFCO's request for public comments on draft reports or documents, and those that are general and not specifically solicited. She informed that responses to comments related to a draft report or document are made part of the agenda packets, while staff provides either written or verbal response to others. **Commissioner Wasserman** discussed how his office immediately acknowledges receipt of comments by automated email, and follows-up with additional information at a later date. **Commissioner Chavez** stated that members of the public want to know that their comments were actually received. Ms. Palacherla informed that LAFCO staff acknowledges receipt of the comments. **Commissioner Chavez** agreed that there is no need to complicate the process and noted that responsiveness is one way to promote positive public awareness of LAFCO. **Commissioner Hall** opined that being responsive to public comments engages the community and that emails are a more efficient way to respond.

The Commission accepted the report.

Motion: Wilson

Second: Khamis

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

NOES: None

ABSTAIN: None

ABSENT: None

MOTION PASSED

8. REVIEW OF COMPENSATION AND CLASSIFICATION FOR LAFCO CLERK POSITION

The Commission requested the County review and consider appropriate compensation and classification for the LAFCO Clerk position.

Motion: Tucker

Second: Wasserman

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

NOES: None

ABSTAIN: None

ABSENT: None

MOTION PASSED

9. EXECUTIVE OFFICER'S REPORT

9.1 LAFCO SUPPORT LETTER FOR THE COUNTY'S APPLICATION TO THE SUSTAINABLE GROWTH COUNCIL FOR A SUSTAINABLE AGRICULTURAL LAND STRATEGY GRANT

The Commission noted the report.

9.2 GILROY DISPATCH ARTICLE ON LAFCO

The Commission noted the report.

9.3 ANNUAL MEETING OF SAN ANTONIO HILLS HOMEOWNERS ASSOCIATION

The Commission noted the report.

9.4 MEETING WITH CITY OF MORGAN HILL STAFF, LANDOWNER, AND DEVELOPER CONCERNING PROPOSED SOUTHEAST QUADRANT PROJECT

The Commission noted the report.

9.5 MEETING WITH MORGAN HILL COUNCILMEMBER CONSTANTINE, OPEN SPACE AUTHORITY STAFF AND COUNTY PLANNING OFFICE STAFF

The Commission noted the report.

9.6 SANTA CLARA COUNTY ASSOCIATION OF PLANNING OFFICIALS MEETING

The Commission noted the report.

9.7 SANTA CLARA COUNTY SPECIAL DISTRICTS ASSOCIATION MEETING

The Commission noted the report.

9.8 INTER-JURISDICTIONAL GIS WORKING GROUP MEETINGS

The Commission noted the report.

10. PENDING APPLICATIONS / UPCOMING PROJECTS

Ms. Palacherla noted a pending application for annexation to the Cupertino Sanitary District.

11. COMMISSIONER REPORT

There were none.

12. NEWSPAPER ARTICLES / NEWSLETTERS

Chairperson LeZotte noted the Gilroy Dispatch article under Agenda Item 9.2

13. WRITTEN CORRESPONDENCE

There were none.

14. CLOSED SESSION

The Commission adjourned to closed session at 1:36 P.M.

The meeting was reconvened at 2:14 P.M. with no report from the closed session.

15. ADJOURN

The Commission adjourned the meeting at 2:15 p.m., in memory of Cezar Chavez and San Jose Police Department Officer Michael Johnson.

The next regular meeting will be on June 3, 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 Clara County

By: _____
Emmanuel Abello, LAFCO Clerk