

**STAFF REPORT**

Meeting Date: February 18, 2004

**Agenda Item 5**

**TO:** LAFCO Commissioners  
**FROM:** Everett Millais, Executive Officer  
**SUBJECT:** Election of Officers for 2004

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**RECOMMENDATION:**

Continue action on the election of officers for 2004 until the special meeting of March 24, 2004.

**DISCUSSION:**

The Commission's By-laws (attached) provide for both the Chair and Vice Chair to serve one-year terms of office commencing on the third Wednesday of January. This is a regular meeting date for LAFCO and typically, officer elections are conducted at the January meeting.

The By-laws also provide for the officers to be rotated, "so that a member of each of the four represented groups of LAFCO serves one full year in every four-year period." For 2004 a city member should serve as Chair and a special district member should serve as Vice-Chair.

The term of John Zaragoza, one of the city members of the Commission, expired January 1, 2004. At the regular LAFCO meeting January 21, 2004, the Commission approved, as recommended by staff, to continue action on the election of officers until the February 18, 2004 meeting.

It was anticipated that the City Selection Committee would meet prior to the February 18 meeting. The Clerk of the Board has informed staff that the City Selection Committee will

**COMMISSIONERS AND STAFF**

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<b>COUNTY:</b> Kathy Long Linda Parks <i>Alternate:</i> Steve Bennett	<b>CITY:</b> Evaristo Barajas John Zaragoza, Vice Chair <i>Alternate:</i> Don Waunch	<b>SPECIAL DISTRICT:</b> Jack Curtis Dick Richardson <i>Alternate:</i> Ted Grandsen	<b>PUBLIC:</b> Louis Cunningham, Chair <i>Alternate:</i> Kenneth M. Hess
<b>EXECUTIVE OFFICER:</b> Everett Millais	<b>SENIOR PLANNER:</b> Hollie Brunsky	<b>CLERK:</b> Debbie Schubert	<b>LEGAL COUNSEL:</b> Noel Klebaum

meet Friday, February 20, 2004 to appoint a new city member to LAFCO or to reappoint John Zaragoza to a new term. Staff, again recommends to continue action on the elections so the Commission will have more complete knowledge about the status of its members when selecting a city representative as chair until January 2005.

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**Chapter 1, Section 1.1.4 of the Commissioner's Handbook – A portion of the  
Ventura LAFCO By-laws relating to officers of the Commission**

**SECTION 1.1.4 OFFICERS**

1.1.4.1 Chair: The Chair shall be selected by the members. The Chair shall serve as Chair for one year or until his/her successor is selected. The Chair's term of office shall begin the third Wednesday in January.

The office of Chair shall be rotated so that a member of each of the four represented groups of LAFCO serves one full year in every four-year period. Commencing January of 2002, the rotation of the chair shall be in the following sequence: County, Public, City, and Special District member.

1.1.4.2 Vice-Chair: The Vice-Chair shall be selected by the members. The Vice Chair shall serve as Vice-Chair for one year or until his/her successor is selected. The Vice-Chair's term of office shall begin the third Wednesday in January. In the absence of the Chair, the Vice-Chair shall serve in place of the Chair.

The office of Vice-Chair shall be rotated so that a member of each of the four represented groups of LAFCO serves one full year in every four-year period. In January 2002, the rotation of the vice-chair shall be in the following sequence: Public, City, Special District, and County member.