

## Item 6.2 - Attachment 1

Draft Resolution

111 Santa Rosa Avenue, Ste. 240  
Santa Rosa, CA 95404

March 3, 2021

Resolution of the Local Agency Formation Commission of the County of Sonoma, State of California, Establishing Authorized Positions and Staffing Levels

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**RESOLVED**, that the Local Agency Formation Commission of the County of Sonoma (“the Commission”) hereby finds and determines as follows:

### 1. Background

- 1.1 The Commission conducted an Organizational and Staffing Assessment Study in 2020 that recommended that the Commission staff be authorized at 3.7 Full Time Equivalent (FTE) positions under four categories: the Executive Officer, Commission Clerk, and two Analysts.
- 1.2 The Commission recognizes that the County of Sonoma, which provides Human Resources services to the Commission through a memorandum of understating, requires formal action by the Commission to account for authorized positions and staffing levels.
- 1.3 The Commission seeks to grant authority to the Executive Officer to determine appropriate staffing levels within the recommended levels in the Organizational and Staffing Assessment Study.

### 2. Executive Officer Authority to Determine Authorized Positions and Levels

- 2.1 The Commission authorizes the Executive Officer to determine staffing allocations across four authorized positions: the Executive Officer, the Commission Clerk, and two Analysts.
- 2.2 The Commission authorizes the Executive Officer to authorize staffing levels within the four position classifications, with a limit of 3.7 Full Time Equivalents.

**NOW, THEREFORE**, based on the foregoing findings and determinations and the record of these proceedings, the Commission hereby declares and orders as follows:

1. The foregoing findings and determinations are true and correct, are supported by substantial evidence in the record, and are adopted as hereinabove set forth.

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2. The Clerk of the Commission is designated as the custodian of the documents and other materials that constitute the record of the proceedings upon which the Commission's decision herein is based. These documents may be found at the office of the Clerk of the Commission, 111 Santa Rosa Ave., Ste. 240, Santa Rosa, CA, 95404.

**THE FOREGOING RESOLUTION** was introduced at a regular meeting of the Commission on the 3rd day of March 2021 and ordered adopted by the following vote:

**COMMISSIONERS:**

AYES:  
NOES:  
ABSENT:

**WHEREUPON**, the Chair declared the foregoing resolution adopted and

**SO ORDERED.**

\_\_\_\_\_  
Mark Bramfitt, Executive Officer

The within instrument is a true and correct copy of the original on file in this office.

ATTEST:

BY: \_\_\_\_\_  
Clerk