

# YOLO COUNTY LOCAL AGENCY FORMATION COMMISSION

## MINUTES

February 28, 2011

The Yolo County Local Agency Formation Commission met on the 28<sup>th</sup> day of February 2011, starting at 9:00 a.m. in the Yolo County Board of Supervisors Chambers, 625 Court Street, Room 206, Woodland, CA. Members present were Chair and Public Member Olin Woods, County Members Matt Rexroad and Don Saylor, and City Members Stephen Souza and Skip Davies. Others present were Alternate Public Member Robert Ramming, Executive Officer Elizabeth Castro Kemper, Assistant Executive Officer Elisa Carvalho, Commission Clerk Terri Tuck, and Commission Counsel Robyn Truitt Drivon.

### Item № 1 Oath of Office

County Member Don Saylor was sworn in on February 22, 2011

### Item № 2 Call to Order, Pledge of Allegiance, and Roll Call

Chair Woods called the meeting to order at 9:00 a.m.

Chair Woods asked County Member Don Saylor to lead the Pledge of Allegiance

Roll Call – PRESENT: Davies, Rexroad, Saylor, Souza, Woods ABSENT: None

### Item № 3 Public Input

Chair Woods invited members of the public to address the Commission on any item relating to the Local Agency Formation Commission but not on the Agenda. No one came forward.

## CONSENT AGENDA

### Item № 3 LAFCO Meeting Minutes of December 13, 2010

**Minute Order 2011-01:** Approved the LAFCO Meeting Minutes of December 13, 2010.

Approved by the following vote:

MOTION: Rexroad SECOND: Souza

AYES: Davies, Rexroad, Saylor, Souza, Woods

NOES: None

ABSTAIN: None

ABSENT: None

**REGULAR**

**Item № 5    2010/11 Work Management Information and 2011/12 Work Plan**

**Minute Order 2011-02:** Approved the recommended action accepting the lists of tasks and projects prepared and completed during fiscal year 2010/11, anticipated projects for 2011/12, and adopted the revised municipal service review and sphere of influence study review and update schedule.

Approved by the following vote:

MOTION: Rexroad SECOND: Saylor  
AYES: Davies, Rexroad, Saylor, Souza, Woods  
NOES: None  
ABSTAIN: None  
ABSENT: None

**Item № 6    Surveyor Agreements**

Commissioner Rexroad sought to add Morrow Surveying, another qualified local firm who responded to the Request for Qualifications (RFQ), as the fourth firm for contract surveyor services.

**Minute Order 2011-03:** A motion was made to approve the recommended action authorizing the Chair to sign agreements with Laugenour and Meikle, RBF Consulting, and Frame Surveying, for surveyor services, and to include Morrow Surveying to the list of contracted surveyors.

Approved by the following vote:

MOTION: Davies SECOND: Souza  
AYES: Davies, Rexroad, Saylor, Souza, Woods  
NOES: None  
ABSTAIN: None  
ABSENT: None

**Item № 7    Comprehensive Fiscal Analysis Proposals for the Proposed  
Dunnigan Incorporation (LAFCO № 911)**

**Minute Order 2011-04:** Approved the recommended action designating Commissioners Rexroad and Souza and Assistant Executive Officer Elisa Carvalho as the LAFCO subcommittee to review the Comprehensive Fiscal Analysis Proposals for the Proposed Dunnigan Incorporation. Staff was directed to convene the subcommittee and choose a potential consultant.

Approved by the following vote:

MOTION: Saylor SECOND: Davies  
AYES: Davies, Rexroad, Saylor, Souza, Woods

NOES: None  
ABSTAIN: None  
ABSENT: None

**Item № 8    Kido Out-of-Agency Agreement Proposal (LAFCO № 912)**

Received the Kido Out-of-Agency Agreement Proposal from the City of Davis for sewer and water services.

**Item № 9    Wild Wings County Service Area Municipal Service Review and Sphere of Influence (LAFCO № S-035) Community Comments Update**

Received information provided by County Service Area (CSA) staff, Wild Wings residents, and Yolo County Environmental Health staff concerning previous comments from individuals of the Wild Wings community.

Wild Wings residents Pam Kazmierczak and Rick Fenaroli spoke about Wild Wings CSA services. CSA Manager Regina Espinoza spoke regarding the CSA staff response to correspondence from Wild Wings CSA Advisory Committee Chair Georgia Cochran.

**Item № 10    Draft Yolo County Public Cemetery Special Districts Municipal Service Review and Sphere of Influence Study (LAFCO № S-036)**

**Minute Order 2011-07:** Approved the recommended action to receive and review the Draft Public Cemetery Special Districts MSR/SOI and to remove the Davis Cemetery District portion from the Draft MSR/SOI so that staff can further study the District's request for potential expansion of its SOI. Additionally, staff was directed to explore the possibility of consolidating one or more of the Cemetery Districts for a more practical and beneficial approach to improved efficiencies.

Approved by the following vote:

MOTION: Woods SECOND: Saylor  
AYES: Davies, Rexroad, Saylor, Souza, Woods  
NOES: None  
ABSTAIN: None  
ABSENT: None

**Item № 11    Executive Officer's Report**

An update was given on the Geographical Information System (GIS) project to digitize LAFCO maps. Cynthia Engel was introduced as the LAFCO GIS project intern.

A verbal report was given on pending and active municipal service review and sphere of influence (MSR/SOI) studies and potential LAFCO proposals.

Active studies include the City of Woodland MSR/SOI. At the City's request, staff will be conducting a workshop on March 15, 2011 to discuss the study. The draft MSR/SOI will be brought to the Commission at the next LAFCO meeting on March 28, 2011.

Proposed studies include a regional fire protection district MSR/SOI and an overview of the west county special districts MSR/SOI.

Potential proposals include the Yolo County Flood Control and Water Conservation District (YCFWCWD) Reorganization; the Woodland Gateway Phase II Annexation to the City of Woodland; and the Knaggs Annexation to the City of Woodland.

Commissioner Saylor left the dais at 9:49 a.m. and returned at 9:50 a.m.

**Item No 12 Commissioners Report**

Commissioner and CALAFCO Board Member Stephen Souza reported on the CALAFCO Board of Directors Strategic Retreat and Meeting, which took place in Irvine on February 17-18, 2011.

**Item No 13 Adjourned**

**Minute Order 2011-08:** By order of the Chair, the meeting was adjourned at 10:03 a.m.

The next regularly scheduled LAFCO meeting is March 28, 2011.



Olin Woods, Chair  
Local Agency Formation Commission  
County of Yolo, State of California

ATTEST:

  
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Terri Tuck  
Clerk to the Commission