

# YOLO COUNTY LOCAL AGENCY FORMATION COMMISSION

## MINUTES

July 25, 2011

The Yolo County Local Agency Formation Commission met on the 25<sup>th</sup> day of July 2011, starting at 9:01 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 Skip Davies and Stephen Souza. Others present were Alternate Public Member Robert Ramming, Interim Executive Officer Elisa Carvalho, Commission Clerk Terri Tuck, and Commission Counsel Robyn Truitt Drivon.

### Item № 1 Call to Order, Pledge of Allegiance, and Roll Call

Chair Woods called the meeting to order at 9:01 a.m.

Chair Woods asked Commission Clerk Terri Tuck to lead the Pledge of Allegiance

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

### Item № 2 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 Approve LAFCO Meeting Minutes of July 25, 2011

**Minute Order 2011-26:** The recommended action was approved on Consent.

Approved by the following vote:

MOTION: Rexroad SECOND: Saylor

AYES: Davies, Rexroad, Saylor, Souza, Woods

NOES: None

ABSTAIN: None

ABSENT: None

## REGULAR

### Item № 4 Receive California Forward Revised Framework Summary and Information

**Minute Order 2011-27:** The Commission approved the recommended action and authorized Chair Woods to sign a letter of support that would also reflect Commissioner Davies concerns in regards to the practicality of evaluating functions of all local government.

Approved by the following vote:

MOTION: Saylor SECOND: Souza

AYES: Davies, Rexroad, Saylor, Souza, Woods

NOES: None

ABSTAIN: None

ABSENT: None

**Item № 5** **Authorize the Yolo County Human Resources Department to Recommend the Board of Supervisors Convert the Yolo LAFCO Executive Officer Position to an At Will Position Prior to Hiring a LAFCO Executive Officer**

**Minute Order 2011-28:** The recommended action was approved.

Approved by the following vote:

MOTION: Saylor SECOND: Rexroad

AYES: Davies, Rexroad, Saylor, Souza, Woods

NOES: None

ABSTAIN: None

ABSENT: None

**Item № 6** **Direct LAFCO Staff to Solicit a Quote from the Yolo County Outside Auditor (Vavrinek, Trine, Day & Co., LLP) to Conduct an Audit of the Yolo LAFCO Financial Statements for Each of the Last Three Fiscal Years and One Subsequent annual audit for Fiscal Year 2011/12 to coincide with the County Contract for Audit Services**

**Minute Order 2011-29:** The Commission approved the recommended action and directed staff to seek out additional quotes from other firms. Staff was further directed to come forward after the initial audit with a recommended time frame for future audits.

Approved by the following vote:

MOTION: Saylor SECOND: Souza

AYES: Davies, Rexroad, Saylor, Souza, Woods

NOES: None

ABSTAIN: None

ABSENT: None

**Item № 7** **Approve Selection of and Agreement with Rosenow Spevacek Group, Inc. to Prepare the Comprehensive Fiscal Analysis for the**

**Proposed Incorporation of Dunnigan (LAFCO No. 911)**

After a report from staff and discussion by the Commission the public was invited to speak. Public comments were made by Dunnigan resident Gary Schaad; attorney Tom Barth, speaking on behalf of applicant Mel Smith; and Rosenow Spevacek Group (RSG) Consulting Principal Jim Simon.

**Minute Order 2011-30:** The recommended actions were approved and Chair Woods signed **Agreement 2011-05** for services between LAFCO and RSG, Inc.

Approved by the following vote:

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

**Item № 8 Review and Consider CALAFCO Proposed Legislative Changes, Recently Approved Legislation that Impacts the Proposed Dunnigan Incorporation, and Active CALAFCO Legislation**

No action was taken.

**Item № 9 Consider Hosting 2013 CALAFCO Staff Workshop**

**Minute Order 2011-31:** A motion was made to host the 2013 CALAFCO Staff Workshop.

Approved by the following vote:

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

**Item № 10 Receive Letter and Information Regarding the 2011 Annual CALAFCO Conference Scheduled for August 31-September 2, 2011**

No action was taken.

**Item № 11 Consider Nominations for CALAFCO 2012 Board of Directors**

**Minute Order 2011-33:** The Commission approved the recommended action and authorized Chair Woods to sign a letter of recommendation in support of nominated incumbent Stephen Souza to the CALAFCO Board of Directors as a City Member for the Central Region.

Approved by the following vote:

MOTION: Saylor SECOND: Rexroad

AYES: Davies, Rexroad, Saylor, Souza, Woods

NOES: None

ABSTAIN: None

ABSENT: None

**Item № 12 Review CALAFCO 2011 Achievement Award Nominations**

**Minute Order 2011-34:** The recommended action was approved and the following nominations made by subcommittee members Chair Woods and Commissioner Souza for the 2011 CALAFCO Achievement Awards were recognized:

(a) Mike Gotch Courage and Innovation in Local Government Award

- Martin Tuttle
- Mike McKeever

(b) Legislator of the Year Award

- Senate President Pro Tem Darrell Steinberg

Approved by the following vote:

MOTION: Saylor SECOND: Rexroad

AYES: Davies, Rexroad, Saylor, Souza, Woods

NOES: None

ABSTAIN: None

ABSENT: None

**Item № 13 Executive Officer's Report**

Interim Executive Officer Elisa Carvalho gave an update and presentation on the Geographic Information System (GIS) map digitizing project.

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 Wild Wings County Service Area MSR/SOI, the Davis Public Cemetery District MSR/SOI, and a countywide, and regionally organized, fire protection district MSR/SOI.

Commissioner Rexroad reported a possible conflict of interest with Citygate Associates, the firm doing a functional consolidation/merger support study for fire protection and emergency services between the University of Davis and the Cities of Davis, West Sacramento, and Woodland.

Proposed studies include the western Yolo special districts and the Cacheville

Community Services District.

Potential proposals include the Woodland Gateway Phase II Annexation to the City of Woodland, the Yolo County Flood Control and Water Conservation District (YCFCWCD) Reorganization, the Woodland Commerce Center Annexation to the City of Woodland, and the Westucky Out-of-Agency Agreement with or Annexation to the City of Woodland.

Commissioner Rexroad asked staff to keep him updated on any changes to the Westucky issue, because it involves probable health and safety issues.

**Item № 14 Commissioner's Report**

There were no reports.

Chair Woods recessed to Closed Session at 10:39am.

**CLOSED SESSION**

**Item № 15 Public Employee Appointment or Employment**  
**Position Title: Executive Officer**

Chair Woods re-convened to Open Session at 10:54am and reported the following:

Yolo County Human Resources received twelve applications, nine of which met minimum qualifications. With so few applications received, the Commission will extend the application process on a continuous basis until there are enough applications to go forward.

Approved by the following vote:

AYES: Davies, Rexroad, Saylor, Souza, Woods

NOES: None


ABSTAIN: None

ABSENT: None

**Item № 16 Adjournment**

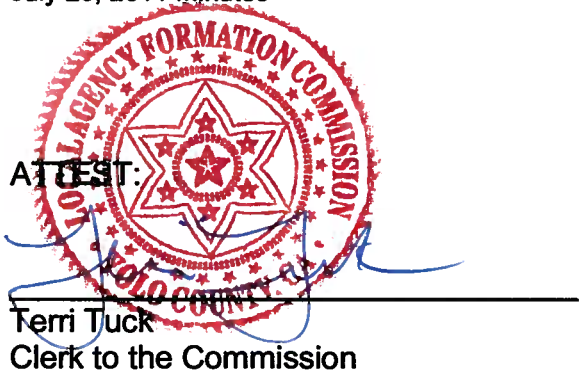
**Minute Order 2011-35:** By order of the Chair, the meeting was adjourned at 10:54 a.m.

The next regularly scheduled LAFCO meeting is September 26, 2011.

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

July 25, 2011 Minutes

ATTEST:



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Terri Tuck  
Clerk to the Commission