

YOLO COUNTY LOCAL AGENCY FORMATION COMMISSION

MINUTES

April 16, 2012

The Yolo County Local Agency Formation Commission met on the 16th day of April 2012, starting at 9:07am 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 Christine Crawford, Board Clerk Lupita Ramirez, and Commission Counsel Robyn Truitt Drivon.

Item № 1 and 2 Call to Order, Pledge of Allegiance and Roll Call

Chair Woods called the meeting to order at 9:07 a.m.

Chair Woods asked City Member Stephen Souza to lead the Pledge of Allegiance

PRESENT: Davies, Rexroad, Saylor, Souza, Woods ABSENT: None

Item № 3 Public Comment

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

Item № 4 Approve LAFCo Meeting Minutes of March 26, 2012

Item № 5 Receive Executive Officer Transition Plan, Reporting from March 15 to June 30, 2012

Item № 6 Ratify Resolution 2012-02 commending City Member Stephen Souza for his tenure with the Yolo County Local Agency Formation Commission

Minute Order 2012-16: Recommended Items 4, 5 and 6 were approved on Consent.

Approved by the following vote:

MOTION: Rexroad SECOND: Souza

AYES: Davies, Rexroad, Saylor, Souza, Woods

NOES: None

ABSTAIN: None
ABSENT: None

REGULAR

Item № 7 **Amend the fiscal year 2011-12 Budget to increase the professional and special services account by \$7,500 and authorize the Chair to execute an agreement with the Animal Protection League to provide professional services to identify potential enhancements to existing animal control operations and a financial evaluation of alternative organizational models for the Shared Services Initiative**

Minute Order 2012-17: The Commission approved the recommended actions.

Approved by the following vote:

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

Item № 8 **Amend the Fiscal Year 2011-12 Budget to increase the Professional and Special Services Account by \$10,000 and authorize the Chair to execute an agreement with the City of West Sacramento to provide project management professional services not to exceed \$70,000 to support the Shared Services Initiative**

After a report by staff and discussion by the Commission, City of West Sacramento Assistant City Manager Carol Richardson addressed the Commission.

Minute Order 2012-18: The recommended actions were approved and a subcommittee of Commissioners Saylor and Davies, in conjunction with the Executive Officer, was formed to look at LAFCo's role with shared services and how to integrate the many strands of activity already underway on shared services efforts, such as the Yolo Leaders Group and the City/County Managers Group, etc., and to bring a proposal back to the Commission for consideration.

Approved by the following vote:

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

Item № 9 **Consider approval of the draft Audit prepared by Richardson & Company of the Yolo LAFCo's financial statements for fiscal years**

ending 2009, 2010, and 2011

Minute Order 2012-19: The Commission received the staff report and presentation prepared by Richardson & Company Audit Director Brian Nash and approved the draft audit recommendations and findings.

Approved by the following vote:

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

Commissioner Rexroad left the dais at 9:26 a.m. and returned at 9:36 a.m.

Item № 10 Consider and approve reappointment of Alternate Public Member Robert Ramming to another four-year term through May 2016

Minute Order 2012-20: The Commission approved the recommended action.

Approved by the following vote:

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

Item № 11 Adopt the new Yolo LAFCo Administrative Policies and Procedures comprised as follows: 1) incorporates the previously adopted policies contained in the "Rules of LAFCo"; 2) incorporates the policy and procedure for the appointment and selection of the Public Members adopted March 28, 2011; 3) adopts Yolo County Administrative Policies and Procedures as applicable; 4) changes the Regular Commission Meeting Day from the 4th Monday to the 4th Thursday of the month effective July 2012; and 5) adopts new budget and financial operations Policies and Procedures

Minute Order 2012-21: By consensus, the Commission continued the item to its May 14, 2012 meeting.

Item № 12 Executive Officer's Report

The Commission was given a verbal report on recent events relevant to the Commission and an update of the staff's activities for the month.

Staff updated the Commission on the City Selection Committee results. The Committee met on Friday, April 13, 2012, and City of Winters Mayor Pro-Tem

Cecilia Aguiar-Curry was appointed as the new Alternate City Member, replacing City of West Sacramento Councilmember William Kristoff who will move up to the Regular City Member position.

The Memorandum of Understanding (MOU) for the Shared Services Initiative will soon be finalized and staff hopes to bring the final MOU to the Cities, the Board of Supervisors, and the Commission for approval in the next quarter. Potentially, in the future, staff is hoping to include outside agencies, including the University of California Davis, the Yocha Dehe Wintun Nation, and Yolo County special districts.

Additionally, staff submitted a presentation proposal for the CALAFCO conference coming up in October, to team with the Orange County LAFCo on shared services. Staff is awaiting confirmation from CALAFCO on this proposal.

Staff met with the City of Woodland planning staff last week and is anticipating receiving a Notice of Intent today to file an application for the annexation of the Gateway II project in Woodland.

Item № 13 Commissioner Comments

Commissioner Saylor commented that this has been a formative foundational meeting because the Commission is setting the infrastructure in place for the work to come and was very appreciative of the staff for getting the procedures out, completing the audit, and putting the contracts in place for shared services.

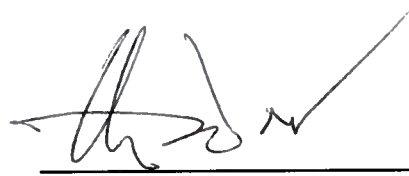
Commissioner Rexroad concurred and commented that he could not count the number of times that LAFCo has come up in a conversation over the past year as a potential for shared services, as a venue for that; whereas, the previous four years that he was involved with LAFCo was more of just a land use deal and very specific to that. Mr. Rexroad believes that it is a credit to having the new Executive Officer Christine Crawford on board and being able to know that the Commission is pushing that agenda. Commissioner Rexroad feels that having that foundation, as Commissioner Saylor mentioned that there are a lot of possibilities out there and that the LAFCo of today could, potentially, be very different ten years from now. We have the foundation now and that is very important.

Chair Woods presented City Member Stephen Souza with **Resolution 2012-02** commending him for his tenure with the Yolo LAFCo.

Item № 14 Adjournment

Minute Order 2012-22: By order of the Chair, the meeting was adjourned at 10:07 a.m. to a reception outside Board Chambers for Stephen Souza.

Next Regular Meeting Date: May14, 2012.



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

ATTEST



Terri Tuck
Clerk to the Commission