

# LOCAL AGENCY FORMATION COMMISSION of YOLO COUNTY

## MEETING MINUTES

June 26, 2014

The Local Agency Formation Commission of Yolo County met on the 26<sup>th</sup> day of June 2014, 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 Bill Kristoff and Cecilia Aguiar-Curry. Others present were Executive Officer Christine Crawford, Analyst Tracey Dickinson and Clerk Terri Tuck.

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

Chair Woods called the Meeting to order at 9:03 a.m.

County Member Don Saylor led the Pledge of Allegiance

PRESENT: Aguiar-Curry, Kristoff, Rexroad, Saylor, Woods ABSENT: None

### Item № 3 Public Comments

None

### CONSENT

### Item № 4 Approve LAFCo Meeting Minutes of May 22, 2014

**Minute Order 2014-15:** Approves the recommended action on Consent.

Approved by the following vote:

MOTION: Aguiar-Curry SECOND: Rexroad

AYES: Aguiar-Curry, Kristoff, Rexroad, Saylor, Woods

NOES: None

ABSTAIN: None

ABSENT: None

### PUBLIC HEARING

### Item № 5 Receive the Staff Presentation on the Wild Wings County Service Area Municipal Service Review (MSR), Open the Public Hearing for Comments, Close the Public Hearing, Find the Project is Exempt From Environmental Review and Adopt the MSR and Find That No Sphere of Influence Update is Necessary at This Time

After a report by staff the Chair opened the Public Hearing. No one came forward and the Public Hearing was closed.

**Minute Order 2014-16:** Approves the recommended actions by adopting **Resolution 2014-03.**

Approved by the following vote:

MOTION: Rexroad SECOND: Aguiar-Curry  
AYES: Aguiar-Curry, Kristoff, Rexroad, Saylor, Woods  
NOES: None  
ABSTAIN: None  
ABSENT: None

**Item № 6    Receive the Staff Presentation on the Dunnigan County Service Area Municipal Service Review and Sphere of Influence Update (MSR/SOI), Open the Public Hearing for Comments, Close the Public Hearing, Find the Project is Exempt From Environmental Review and Adopt the Dunnigan County Service Area MSR/SOI**

After a report by staff the Chair opened the Public Hearing. Comments were made by Dunnigan County Service Area Advisory Committee Member Erich Linse and County Service Area Manager Regina Espinoza. The Public Hearing was closed.

**Minute Order 2014-17:** Approves the recommended actions by adopting **Resolution 2014-04.**

Approved by the following vote:

MOTION: Saylor SECOND: Rexroad  
AYES: Aguiar-Curry, Kristoff, Rexroad, Saylor, Woods  
NOES: None  
ABSTAIN: None  
ABSENT: None

**REGULAR**

**Item № 7    Consider 2014 CALAFCO Board of Director Nominations for a County Member**

**Minute Order 2014-18:** Acknowledges that no one came forward to be nominated for a Board Seat on the CALAFCO Board.

As directed by Yolo LAFCo Administrative Policies and Procedures, the Commission designated Chair Woods and Commissioner Aguiar-Curry as the voting delegate designee and alternate, respectively, for the upcoming CALAFCO Board elections in October 2014.

Approved by the following vote:

MOTION: Saylor SECOND: Kristoff

AYES: Aguiar-Curry, Kristoff, Rexroad, Saylor, Woods

NOES: None

ABSTAIN: None

ABSENT: None

**Item No 8**     **Discuss and Provide Staff Direction Regarding Any Aspect of the Shared Services Workshop Tentatively Scheduled to Immediately Follow the September Meeting, Including Location, Attendees, Scope and Desired Outcomes**

**Minute Order 2014-19:** By consensus, the recommended actions were approved including the following directives:

1. A 2 hour workshop to take place at the Erwin Meier Administration Building immediately following the regular September LAFCo meeting; and,
2. That attendees would include representatives from the County and cities, including those cities not currently on the LAFCo rotation and city managers.

Approved by the following vote:

AYES: Aguiar-Curry, Kristoff, Rexroad, Saylor, Woods

**Item No 9**     **Adopt an Amendment to the Yolo LAFCo Administrative Policies and Procedures Section 5.7 Contingency Reserve to Change the Existing Policy Which Recommends an Amount Equal to 20% of the Overall Budget be Appropriated as Contingency to Instead Allow for a 5% Contingency and a 15% Reserve; and Amend the Final LAFCo Budget for FY 14/15 Account 86-9900 Appropriations for Contingency from \$90,000 to \$22,672, Accordingly**

**Minute Order 2014-20:** Approves the recommended action with the following language to amend the contingency policy:

**5.7 CONTINGENCY AND RESERVE**

The annual budget should strive to include a contingency ~~reserve~~ equal to ~~of greater than 20%~~ 5% of the overall budget, as determined by the Commission. An amount equal to 15% of the budget should be held in reserve. Funds budgeted in the contingency and reserve shall not be used or transferred to any other expense account without prior approval of the Commission.

Approved by the following vote:

MOTION: Aguiar-Curry SECOND: Saylor

AYES: Aguiar-Curry, Kristoff, Rexroad, Saylor, Woods

NOES: None

ABSTAIN: None  
ABSENT: None

**Item № 10 Executive Officer's Report**

The Commission was given a report of the staff's activities for the period of May 19 through June 20, 2014 and was verbally updated on recent events relevant to the Commission.

Staff stated that the Request for Proposals for contracting out for sheltering and animal control services will be released on Monday June 30, 2014.

Staff reported that the Broadband Strategic Plan was going well and that the draft report was expected by July 7, 2014 with the final to be complete by the end of July 2014.

Staff confirmed that Chair Woods and Commissioner Aguiar-Curry would be attending the 2014 CALAFCO Conference and that Commissioner Saylor, on behalf of the Sacramento Area Council of Governments (SACOG), would attend a Friday morning session as a panel member on the implementation of Rural-Urban Connections Strategy (RUCS).

**Item № 11 Commissioner Comments**

None

**Item № 12 Closed Session**

Public Employee Performance Evaluation  
Government Code §54957  
Position Title: Executive Officer

Public report of action taken in Closed Session (GC§54957.1)

There was nothing to report.

**Item № 13 Adjournment**

**Minute Order 2014-21:** By order of the Chair, the meeting was adjourned at 10:16am. To the next scheduled meeting of July 24, 2014.



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

ATTEST:

  
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Terri Tuck  
Clerk to the Commission



