

## **REVIEW OF DRAFT FISCAL YEAR 2008-2009 AUDIT**

Upon direction of the Chair, E.O. McMichael reviewed the proposed Management Discussion and Analysis (MD&A) for the audit and the draft audit as submitted by the auditor. After discussion and review of the details of the audit and audit letter, upon a motion by Commissioner Kisslinger, seconded by Commissioner Orth, the proposed MD&A was approved, the audit was accepted and direction was given that the Executive Committee review processes and procedures for monthly reporting of financial details and obtainment of reports from the County Auditor.

## **AGENDA ITEM 12—REVIEW OF SERVICE REVIEW TIMELINES AND FLOWCHARTS**

Upon direction of the Chair, E.O. McMichael reviewed the timelines for the Service Reviews in progress and the status of applications. The Commission received the update without direction.

## **ADJOURNMENT**

Having no further business, the meeting adjourned at 12:25 p.m.

E.O. McMichael then called for nominations for Vice-Chair at which point, Commissioner McCowen seconded by Commissioner Kisslinger, nominated Commissioner Rodin for Vice-Chair. E.O. McMichael then called for additional nominations, hearing none and upon a motion by Commissioner Orth seconded by Commissioner McCowen the nominations were moved closed and the closure motion was approved by a unanimous voice vote. Following the closure vote for nominations, a unanimous roll call vote approved Commissioner Rodin as Vice-Chair for this calendar year: Ayes: McCowen, Orth, Rodin, Shoemaker, Kisslinger and Chair Melo; Nays: None; Abstain: None; Absent: Colfax.

#### **AGENDA ITEM 6—APPOINTMENT OF COMMISSIONERS TO COMMITTEES**

Upon moving to this agenda item, Commissioner Kisslinger requested that Agenda Item 8 be discussed prior to committee assignments, to which Chair Melo agreed.

After completing their discussion and direction on Agenda Item 8, the following committee assignments were made by Chair Melo with the unanimous concurrence of the Commission: Executive Committee: Chair Melo, Vice-Chair Rodin and Commissioner Kisslinger; Planning Committee: Commissioners Shoemaker, McCowen and Madrigal.

#### **AGENDA ITEM 7—ANNUAL CONFLICT OF INTEREST FILINGS**

Form 700 was provided in the agenda packet and the Commission acknowledged receipt.

#### **AGENDA ITEM 8—APPOINTMENT OF PUBLIC MEMBER AND ALTERNATE**

After extensive discussion and upon a motion by Commissioner Orth, seconded by Commissioner Rodin, the Commission unanimously directed E.O. McMichael to proceed to advertise the availability of the public member position as well as the alternate position. Additionally, it was recommended that a Public Service announcement be sent to all newspapers and that Chair Melo author a letter to the Editor indicating the role of LAFCO and the availability of the public position.

#### **AGENDA ITEM 9—REVIEW/DIRECTION REGARDING A-87 COSTS**

Upon direction of the Chair, E.O. McMichael reviewed his efforts to obtain information as to the substantial increase in A-87 costs and that after discussion with the County Auditor the amount for A-87 costs had been reduced by \$1,038. After extensive discussion, the Commission directed that this issue be sent to the Executive Committee for further review and that Meredith Ford be invited to attend that meeting. Additionally, E.O. McMichael was directed not to pay the adjusted amount until the commission authorized the payment.

#### **AGENDA ITEM 10—UPDATE ON CALAFCO REGIONAL MEETINGS**

Upon direction of the Chair, E.O. McMichael reviewed a recent email from the CALAFCO Executive Officer indicating that a regional structure for CALAFCO meetings had been discarded and that instead the CALAFCO Board of Directors was proposing that this Board be elected on the basis of regions instead of at large. The Commission took the information under advisement.

**LOCAL AGENCY FORMATION COMMISSION  
MENDOCINO COUNTY**

The Local Agency Formation Commission convened a meeting on Monday, February 01, 2010 at 10:00 p.m. at the City of Ukiah Council Chambers, 300 Seminary Ave., Ukiah, CA.

**AGENDA ITEM 1 - CALL TO ORDER / ROLL CALL**

Chairman Melo called the meeting of the Local Agency Formation Commission of Mendocino County to order at 10:02 a.m. The following Commissioners were present and seated: Commissioners McCowen, Rodin, Shoemaker, Kisslinger, and Chair Melo. Alternate Commissioner Orth, Madrigal, Ward and Executive Officer McMichael were also present. Alternate Commissioners Orth was immediately seated.

**AGENDA ITEM 2 - PUBLIC EXPRESSION**

There was no one in attendance from the public who indicated an interest in speaking.

**AGENDA ITEM 3—SEATING OF NEW COMMISSIONERS**

Commissioner Colfax, Pinches and Melo had previously taken the oath of office with the Clerk of the Board of Supervisors. Chair Melo was therefore immediately seated. Commissioners Colfax and Pinches were not in attendance.

**AGENDA ITEM 4 – APPROVAL/CORRECTION/ADOPTION OF MINUTES**

Upon a motion by Commissioner McCowen, seconded by Commissioner Orth the minutes of December 7, 2009 were approved as submitted by the following vote: Ayes: McCowen, Orth, Rodin, Shoemaker and Chair Melo; Nays: None; Abstain: Kisslinger; Absent: Colfax

Upon a motion by Commissioner Shoemaker, seconded by Commissioner McCowen the Planning Committee minutes of January 15, 2010 were approved as submitted by the following vote: Ayes: McCowen, Shoemaker, and Chair Melo; Nays: None; Abstain: None; Absent; None

**AGENDA ITEM 5 –ELECTION OF OFFICERS FOR CALENDAR YEAR**

Upon direction of Chair Melo, and under the requirements of the Commission bylaws, Executive Officer McMichael conducted the election process for Chair and Vice-Chair.

E.O. McMichael called for nominations for Chair. Following that call, Commissioner McCowen seconded by Commissioner Rodin nominated Commissioner Melo for Chair and additionally moved that nominations be closed. Following this motion a unanimous roll call vote approved Commissioner Melo as Chair for this calendar year: Ayes: McCowen, Orth, Rodin, Shoemaker, Kisslinger and Chair Melo; Nays: None; Abstain: None; Absent: Colfax