

**LOCAL AGENCY FORMATION COMMISSION
MENDOCINO COUNTY**

The Local Agency Formation Commission convened a meeting on Monday, January 09, 2012 at 10:00 a.m. at the City of Ukiah Council Chambers, 300 Seminary Ave., Ukiah, CA.

AGENDA ITEM 1 - CALL TO ORDER / ROLL CALL

Vice-Chair Rodin called the meeting of the Local Agency Formation Commission of Mendocino County to order at 10:09 a.m. Upon roll call, the following Commissioners were present and seated: Commissioners McCowen, Kisslinger, Hamburg, Shoemaker, Hammerstrom and Vice-Chair Rodin. Commissioner McFadden was absent. Alternate Commissioners Ward, Madrigal, Brown and Executive Officer McMichael were also present. Alternate Commissioner Orth was absent.

AGENDA ITEM 2 - PUBLIC EXPRESSION

There was no one in the public.

AGENDA ITEM 3 - APPROVAL CORRECTION/ADOPTION OF MINUTES

Upon a motion by Commissioner Shoemaker, seconded by Commissioner McCowen, the minutes of December 05, 2011 were approved as submitted on the following vote: Ayes: Hamburg, Kisslinger, McCowen, Shoemaker, McFadden, Hammerstrom and Vice-Chair Rodin; Nays: None; Abstain: None; Absent: McFadden.

AGENDA ITEM 4 - ELECTION OF OFFICERS FOR CALENDAR YEAR

LAFCO's Policy and Procedures indicate that the election of officers shall be conducted by the Executive Officer. Prior to turning the election procedure over to E.O. McMichael, Vice-Chair Rodin indicated that for various reasons she would not want to be nominated for Chair but would be interested in continuing as Vice-Chair.

After this statement, E.O. McMichael called for nominations for Chair. Commissioner McCowen, seconded by Commissioner Hammerstrom, nominated Commissioner Shoemaker for Chair. Commissioner Kisslinger, seconded by Commissioner Rodin, then nominated Commissioner Hamburg for Chair. After this nomination, Commissioner Kisslinger, seconded by Commissioner McCowen moved for closure of nominations. The closure motion was unanimously approved on a voice vote. Upon conclusion of the closure vote, Commissioner Hamburg thanked Commissioners Kisslinger and Rodin for their nomination but indicated that he would decline the nomination. With this, the nomination of Commissioner Shoemaker was approved on a unanimous voice vote.

Upon conclusion of this vote, Commissioner McCowen, seconded by Commissioner Kisslinger, nominated Commissioner Rodin as Vice-Chair. Immediately thereafter, Commissioner Kisslinger, seconded by Commissioner McCowen, moved closure of the nominations. The closure motion was approved on a unanimous voice vote. The nomination of Commissioner Rodin as Vice-Chair was then approved on a unanimous voice vote.

AGENDA ITEM 5 - APPOINTMENT OF COMMISSIONERS TO COMMITTEE

Under LAFCO policy, the Chair makes appointments to committee. LAFCO has two standing committees: Executive Committee and Planning Committee. By policy, the Executive Committee, consists of the Chair, Vice-Chair and one other member appointed by the Chair. Chair Shoemaker appointed Commissioner Kisslinger to the Executive Committee. He then appointed, Commissioners Hammerstrom, Orth and McCowen to the Planning Committee.

With majority agreement, Chair Shoemaker then tasked the Planning Committee to develop a policy for a Treasurer position for LAFCO with a Commissioner functioning as treasurer. Additionally, he asked Alternate Commissioner Ward to begin functioning in an interim capacity in this role.

AGENDA ITEM 6 - REVIEW AND ACCEPTANCE OF BUDGET REPORTS

Upon direction of the Chair, Executive Officer McMichael reviewed the budget reports. He indicated that on Page 5 of the budget reports for Line Item 862239a (Miscellaneous Expense) and 862239b (Commissioner Training) a correction was needed. He indicated that the expenses indicated in 862239b belonged in 863239a and that the budget amount of \$1,500 indicated in Line Item 86239b (Commissioner Training) properly belonged in Line Item 862239a (Miscellaneous Expense).

Executive Officer McMichael then indicated that on Page 6 of the budget report the amount of \$6,560.00 indicated in Line Item 862189a (56425/56430 Mandates SOI/MSR) should properly be applied to Line Item 962184 (Application Filing Fees).

After this review, upon a motion by Commissioner Hamburg, seconded by Commissioner McCowen the budget reports were unanimously accepted as corrected on the following vote: Ayes: McCowen, Kisslinger, Hamburg, Hammerstrom, Rodin and Chair Shoemaker; Nays: None; Abstain: None; Absent: McFadden.

AGENDA ITEM 7 - REVIEW OF DRAFT FISCAL YEAR 2010 - 2011 AUDIT

Upon direction of Chair Shoemaker, Executive Officer McMichael briefly reviewed the Final Audit indicating that the Final Audit was the same as the Draft Audit reviewed at the December 05, 2011 meeting.

Upon a motion by Commissioner Hamburg, seconded by Commissioner Kisslinger, the Commission accepted the Final Audit for Fiscal Year 2010 -2011 on the following roll call vote: Ayes: Hamburg, Kisslinger, McCowen, Rodin, Hammerstrom and Chair Shoemaker; Nays: None; Abstain: None; Absent: McFadden.

AGENDA ITEM 8 - REVIEW AND DISCUSSION OF NOVEMBER 7, 2011 TRAINING

Vice-Chair Rodin provided a verbal report as to her discussion with Butte LAFCO for the invoice received for the training. Commissioner McCowen indicated his belief that the "not to exceed" amount previously directed by the Commission should not be changed. Commissioner Kisslinger, seconded by Commissioner Hamburg, moved that the amount of \$1298.00 was authorized to be paid by the Executive Officer, with the amount to be taken from the Miscellaneous Expense line item of the adopted budget. The motion was approved on the following roll call vote: Ayes: Hamburg, Kisslinger, Rodin, Hammerstrom and Chair Shoemaker; Nays: McCowen; Abstain: None; Absent: McFadden.

AGENDA ITEM 9 - DISCUSSION/DIRECTION REGARDING EMPLOYMENT OF FUTURE EXECUTIVE OFFICER

Chair Shoemaker indicated that he would be taking Agenda Item 10 next and if insufficient time was available after Agenda Item 10 was completed, a future meeting would be held for this item.

Upon completion of Agenda Item 10, it was decided that a January 17, 2012 meeting would be held for this item.

AGEND ITEM 10 - MSR REVIEW

Upon direction of the Chair, Executive Officer McMichael reviewed his agenda report for this item. He started by indicating that there was a misunderstanding in his agenda report about the affected agencies. He indicated that Commissioner McCowen in conference with Commissioner Shoemaker was of the viewpoint that the ad hoc committee fully intended to allow the affected agencies to review the Part 1 Administrative Draft subsequent to the City's review and input but prior to the release as a Public Draft and that any input received from the affected agencies would be included as thought appropriate by the committee.

After review of the agenda report and discussion by the Commissioners, Chair Shoemaker summed up the general direction of the commission for future MSR efforts as follows: (1) aggregate the cemetery districts in one cemetery district report; (2) aggregate the fire districts in one fire district report and; (3) there would be no regionalization aggregation. Additionally, he indicated that the priorities for completion of the MSRs would be Part 1 and Part 2 of the present consultant process, determination of the Ukiah SOI, determination of the RRFC SOI, determination of the UVSD SOI, determination of the SOIs of the other affected agencies in Part 2 and then initiate the City of Willits SOI/MSR process and the fire district's SOI/MSR process.

AGENDA ITEM 10 - REPORTS

There were no reports by Commissioners or by the Executive Officer.

AGENDA ITEM 11 - ADJOURNMENT

Having no further business the Commission adjourned at 12:01 p.m.