

# YOLO LOCAL AGENCY FORMATION COMMISSION

## MEETING MINUTES

February 27, 2025

The Yolo Local Agency Formation Commission met on the 27<sup>th</sup> day of February 2025, at 9:00 a.m. in the Yolo County Board of Supervisors Chambers, 625 Court Street, Room 206, Woodland CA. Voting members present were Chair and City Members Bill Biasi and Gloria Partida, County Members Lucas Frerichs and Oscar Villegas, and Public Member Pamela Miller. Alternate Members absent were City Member Tania Garcia-Cadena. Others present were County Member Alternate Sheila Allen, Public Member Alternate Erik Vink, Executive Officer Christine Crawford, Clerk Terri Tuck, and Counsel Eric May.

### CALL TO ORDER

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

#### Item № 1      Pledge

County Member Alternate Sheila Allen led the Pledge of Allegiance.

#### Item № 2      Roll Call

PRESENT: Frerichs, Miller, Partida, Villegas, Biasi ABSENT: None

#### Item № 3      Public Comments

There were no public comments.

### OATH OF OFFICE

#### Item № 4      Sheila Allen, County Member Alternate, and Erik Vink, Public Member Alternate

Commissioners Allen and Vink were sworn in prior to the meeting.

### CONSENT

#### Item № 5      Approve the LAFCo meeting minutes of October 31, 2024

#### Item № 6      Review and file the Fiscal Year 2024/25 First Quarter Financial Update

#### Item № 7      Review and file the Fiscal Year 2024/25 Second Quarter Financial Update

#### Item № 8      Consider an update to the Yolo LAFCo Administrative Policies and Procedures to amend Section 2.5 (Political Contribution Disclosure) in compliance with SB-1243

#### Item № 9      Consider an amendment to the Yolo LAFCo Project Policies to add a new Section 3.4 requiring an annexation agreement of property owners that receive out of area services

**Item № 10**     **Consider authorizing the Chair to sign Memorandum of Understanding (MOU) Agreement 2025-02 between Yolo LAFCo and Yolo County to share staffing services as needed**

**Item № 11**     **Consider authorizing the Chair to sign a Memorandum of Understanding (MOU) Agreement 2025-03 between Yolo LAFCo and Yolo County regarding office space and administrative services**

**Item № 12**     **Review and file the 2024 Local Agency Website Transparency Scorecard**

**Minute Order 2025-01:** Approved recommended action Items 5 through 12. Item 13 was pulled from Consent for discussion.

MOTION: Miller SECOND: Partida  
AYES: Frerichs, Miller, Partida, Villegas, Biasi  
ABSENT: None

**Item № 13**     **Correspondence**

**Minute Order 2025-02:** Item 13 was pulled from Consent by Commissioner Frerichs for discussion regarding LAFCo staff comments to the City of Davis on the Village Farms Davis Project Draft Environmental Impact Report (DEIR) SCH#2023110006. After discussion, the Commission directed staff to revise the DEIR letter and the remaining items were accepted for filing.

MOTION: Partida SECOND: Frerichs  
AYES: Frerichs, Miller, Partida, Villegas, Biasi  
NOES: None

**REGULAR AGENDA**

**Item № 14**     **Consider the Municipal Service Review (MSR)/Sphere of Influence (SOI) Initial Study for the City of Woodland (LAFCo No. 24-03) and determine a comprehensive MSR/SOI Update is not needed for this five-year review cycle per Government Code §56425(g)**

**Minute Order 2025-03:** The recommended action was approved.

MOTION: Frerichs SECOND: Villegas  
AYES: Frerichs, Miller, Partida, Villegas, Biasi  
NOES: None

**Item № 15**     **Authorize the Chair to sign Agreement 2025-01 with RSG, Inc. not to exceed \$19,700, to conduct an independent fiscal analysis of the Elkhorn Fire Protection District (FPD) Reorganization Proposal**

**Minute Order 2025-04:** The recommended action was approved.

MOTION: Miller SECOND: Partida  
AYES: Frerichs, Miller, Partida, Villegas, Biasi  
NOES: None

**Item № 16**    **Elect a Chair and Vice Chair to the Commission to serve one-year terms, beginning March 1, 2025, and ending February 1, 2026**

**Minute Order 2025-06:** Commissioner Biasi was elected to another one-year term as Chair, and Commissioner Villegas was elected to a one-year term as Vice Chair, both ending February 1, 2026.

MOTION: Frerichs SECOND: Miller  
AYES: Frerichs, Miller, Partida, Villegas, Biasi  
NOES: None

**Item № 17**    **Executive Officer's Report**

The Commission was verbally updated on recent events relevant to the Commission, including the Long Range Planning Calendar and Legislative Summary.

Staff commented that with the upcoming budget season the next few meetings will be important. The next meeting will be an opportunity to review our two year Strategic Work Plan to reassess priorities. The following meeting will be to consider and adopt the Draft Budget for fiscal year 2025/26, and the meeting after that will be to consider and adopt the Final Budget.

Staff stated that with the onboarding of new staff member, JD Trebec, staff is getting caught up on municipal service reviews (MSRs) and hope to bring a slate of MSRs to the Commission over the next six months.

Staff gave an update on CALAFCO, stating that the previous executive director (ED) resigned, effective the end of January 2025, and recently appointed the Sacramento LAFCo EO as the interim CALAFCO ED. There are four LAFCo's, all in the southern region, that have decided not to renew their membership for the next fiscal year. Staff's understanding is that the CALAFCO Board will not raise other members' dues to compensate for the shortfall. The Board has stated fund balance will be used to cover the shortage. CALAFCO has stated that they will be doing a cultural assessment at its Board retreat in March. Staff feels they are definitely trying to mend and repair the health of the organization.

Commissioner Miller stated that she was the CALAFCO ED from 2012-2022. She commented that CALAFCO is going through significant internal restructuring. They reached out to her for help as she is a professional consultant as an organizational development specialist. Before agreeing to help CALAFCO, Commissioner Miller stated that she reached out to Counsel to make sure there would be no conflict of interest, and she also discussed the situation with Chair Biasi. Commissioner Miller further stated that she signed a limited time and scope contract with the association to focus on helping them develop good governance practices with their Board of Directors, to do a complete organizational culture assessment in an effort to get input and feedback from the members to help redevelop trust between the membership and the Board, and to do a complete structural reassessment for the loss of four southern region LAFCos that changes the dynamics and structure of both the region and the Board. She stated she will also be facilitating the Board retreat next month and will facilitate several focus groups throughout the state with all the membership.

**Item № 18    Commissioner Reports**

County Member Alternate Sheila Allen thanked staff for meeting with her and providing a quick update on all things LAFCo. Supervisor Allen gave a public shout out to the superintendent of the Davis Cemetery District for getting a 100% on the 2024 Web Transparency Scorecard Report. She further stated that the superintendent is happy to share with the other cemetery districts website information and any other work they do at the Davis Cemetery District so that they can bring their standards up also.

Commissioner Villegas thanked staff and noted that LAFCo also received a 100% on the 2024 Web Transparency Scorecard Report. He asked new employee JD Trebec to introduce himself and state what his role is at LAFCo and what his transition looks like from his role as a county employee.

JD introduced himself as the new Deputy Executive Officer for LAFCo. He shared that before accepting the LAFCo position he worked at the Yolo County Department of Community Services for seven years in the Planning Division.

**Item № 19    Adjournment**

**Minute Order 2025-07:** By order of the Chair, the meeting was adjourned at 9:54 a.m. to the next regular meeting.

ATTEST:

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Bill Biasi, Chair  
Local Agency Formation Commission  
County of Yolo, State of California

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Terri Tuck  
Clerk to the Commission