

# EL DORADO LAFCO

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## LOCAL AGENCY FORMATION COMMISSION

### *AGENDA OF AUGUST 26, 2015*

#### *REGULAR MEETING*

**TO:** Ken Humphreys, Chair, and  
Members of the El Dorado County Local Agency Formation  
Commission

**FROM:** José C. Henríquez, Executive Officer  
Denise Tebaldi, Interim Commission Clerk

**AGENDA ITEM #4D: RATIFY PROPOSED CORRECTIONS TO THE MINUTES FOR  
JANUARY AND MARCH 2015**

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#### **RECOMMENDATION**

Staff recommends that the Commission ratify the attached changes to the Minutes of the following Commission meetings: January and March 2015.

#### **REASON FOR RECOMMENDED ACTION AND BACKGROUND**

Currently, any regular member who is unable to be present at a Commission meeting and who has not arranged for his or her alternate to attend the meeting on his/her behalf, either directly or through LAFCO staff, is marked as "absent" on the Commission's Minutes.

Between 2013 and 2014 Commissioner Frentzen served as a regular special district representative to the Commission. When she was elected to the Board of Supervisors in the Fall 2014, she vacated her special district seat on LAFCO.

Under State Law and the Commission's policies, the alternate special district representative, in this specific case Commissioner Alan Day, acts in place of the regular representative and becomes a voting member. As result, he should have been designated as absent on the Minutes for the meetings that he missed.

Staff recently discovered that this was not the case in some meetings' Minutes. While correcting clerical errors in certain documents is allowed to be handled at the staff level, Counsel and staff believe that - since the meeting Minutes are adopted by the Commission as a whole - it is best in this case that the Commission ratify these corrections. No other changes were made to the Minutes.

#### **Attachments**

Attachment A: January 28, 2015 Meeting Minutes

Attachment B: March 25, 2015 Meeting Minutes