



FINAL MINUTES

LAFCO REGULAR MEETING
Wednesday, September 10, 2014, 8:30 a.m.
Planning Commissioner Hearing Room, Hall of Administration
10 Civic Center Plaza, Santa Ana

1. CALL TO ORDER

Chair Carchio called the regular meeting of the Local Agency Formation Commission (LAFCO) to order at 8:36 a.m.

2. PLEDGE OF ALLEGIANCE

Commissioner Cheryl Brothers led the Pledge of Allegiance.

3. OATH OF OFFICE - COMMISSIONER BERNSTEIN

Commission Clerk Cheryl Carter-Benjamin administered the Oath of Office to Commissioner Bernstein.

4. ROLL CALL

The following Commissioners and Alternates were present:

- **Chair Joe Carchio**
- **Commissioner Cheryl Brothers**
- **Commissioner Derek McGregor**
- **Commissioner John Moorlach**
- **Commissioner Charley Wilson**
- **Commissioner John Withers**
- **Alternate Commissioner James Fisler**
- **Alternate Commissioner Allan Bernstein**

The following Commissioner was delayed:

- **Vice Chair Pat Bates** (arrived at 8:42 a.m.)

The following Commissioner was absent:

- **Alternate Commissioner Todd Spitzer**

The following LAFCO staff members were present:

- Executive Officer Carolyn Emery
- Assistant Executive Officer Ken Lee
- Project Manager Benjamin Legbandt
- Commission Clerk Cheryl Carter-Benjamin
- Legal Counsel Scott Smith

**5. ANNOUNCEMENT OF SUPPLEMENTAL COMMUNICATIONS
(Received After Agenda Distribution)**

None

6. APPROVAL OF MINUTES

August 13, 2014 - Regular Commission Meeting Minutes

The minutes were approved with no corrections.

MOTION: Approve the August 13, 2014 Regular Commission Meeting Minutes. (John Moorlach)

SECOND: Charley Wilson

**FOR: Joe Carchio, Cheryl Brothers, Derek McGregor,
John Moorlach, Charley Wilson, John Withers**

AGAINST: None

ABSTAIN: None

MOTION PASSED

7. PUBLIC COMMENT

Chair Carchio requested public comments on any non-agenda items. There were none.

Chair Carchio closed public comments.

8. CONSENT CALENDAR

None

9. PUBLIC HEARING

None

10. COMMISSION DISCUSSION AND ACTION

10a. - Yorba Linda Unincorporated Areas

Executive Officer Carolyn Emery notified the Commission that staff had no new reportable action.

10b. - South Orange County Governance Visioning Process Stakeholder Meetings

The Commission received an oral update from staff and LAFCO consultant, Sharon Browning of Sharon Browning & Associates, on the stakeholder working group meetings for the South Orange County Governance Visioning Process.

Commissioner Bates arrived at 8:42 a.m.

Several Commissioners asked Ms. Browning questions about the working group process, the stakeholders involved, the range of governance options being discussed, and potential hurdles in the process. Ms. Browning responded and discussed the scope and intent of the working group process to provide information and reliable data to the communities that will be useful in ongoing governance discussions.

10c. - Office Lease Agreement with Mullrock Lincoln Town Center Fee, LLC

Assistant Executive Officer Ken Lee presented the staff report and recommendation for approval of the proposed lease agreement with Mullrock Lincoln Town Center Fee, LLC, and authorization of the Executive Officer to execute the lease.

Commissioner Brothers expressed support for moving future Commission meetings to OCTA and that her preference is to keep LAFCO's current meeting date and time.

Commissioners Withers and Wilson stated their support for relocation and commended staff for the deliberative and comprehensive work.

Commissioner McGregor asked for clarification on relocation costs, including IT support and set-up. Mr. Lee summarized the competitive quotes received for IT services and stated that the quotes were consistent with LAFCO's current IT costs. He added that staff would be requesting a quote from the County's CEO/IT division, LAFCO's current provider. Mr. Lee also stated that staff's budgetary analysis included one-time costs for equipment, including any IT hardware that may be needed, but that hardware costs are expected to be minimal.

Chair Carchio asked staff to bring back any new information about the meeting location and date/time as they become available.

MOTION: Approve the draft lease agreement with Mullrock Lincoln Town Center Fee, LLC; Authorize the Executive Officer to

execute the lease upon receipt of an agreed upon floor plan.
(John Withers)

SECOND: Charley Wilson

FOR: Joe Carchio, Cheryl Brothers, Derek McGregor
Charley Wilson, John Withers

AGAINST: None

ABSTAIN: Pat Bates, John Moorlach

MOTION PASSED

10d. – Recruitment and Selection Processes for Alternate Public Member Seat

Executive Officer Carolyn Emery presented the staff report on the reopening of the recruitment and revised selection processes for the LAFCO Alternate Public Member seat.

Commissioner Moorlach asked if the selected timeline for the advertisement and posting of the notice of the position was according to state law. Ms. Emery affirmed that the timeline is in accordance with state law and the Commission's locally adopted policy guidelines.

Commissioner Bernstein asked where the notice was being distributed to and posted. Ms. Emery replied that the notice is sent to the Daily Journal, Clerk of the Board, and all clerks of the special districts and cities, and posted on the LAFCO website.

Commissioner Bates recommended that staff send the notice to other organizations, such as Chambers of Commerce, Orange County Public Libraries, and Orange County Business Council, to reach a broader cross section of the public.

MOTION: Receive and file the Recruitment and Selection Processes for the Alternate Public Member Seat with additional postings as recommended. (John Moorlach)

SECOND: Pat Bates

FOR: Joe Carchio, Pat Bates, Cheryl Brothers, Derek McGregor,
John Moorlach, Charley Wilson, John Withers

AGAINST: None

ABSTAIN: None

MOTION PASSED

10e. – 2015 Shared Services Summit

Assistant Executive Officer Ken Lee presented the staff report on the upcoming Shared Services Summit scheduled to take place in winter 2015.

Chair Carchio asked about the reception of the summit of various local governmental agencies, including city managers, and made a recommendation of other governmental organizations that LAFCO may want to include. Executive Officer Carolyn Emery responded that interest expressed in one-on-one meetings with many city managers and other local leaders is high.

MOTION: Receive and file the report on the 2015 Shared Services Summit. (Charley Wilson)

SECOND: Cheryl Brothers

FOR: Joe Carchio, Pat Bates, Cheryl Brothers, Derek McGregor, John Moorlach, Charley Wilson, John Withers

AGAINST: None

ABSTAIN: None

MOTION PASSED

10f. - Proposed Memorandum of Understanding for Multi-County Special Districts

Project Manager Benjamin Legbandt presented the staff report to the Commission to consider the approval of a Memorandum of Understanding for Multi-County Special Districts with Riverside LAFCO (MOU) that would clarify the roles and responsibilities of the two LAFCOs when processing spheres of influence and changes of organization involving multi-county special districts.

Commissioners Bates and Moorlach asked questions and commented about the proposed development project, referred to as "The Preserve at San Juan" (which initially prompted the need for an MOU) including the remote location of the proposed project and the delivery of services to that location from different agencies, including the County of Orange. **Commissioner Moorlach** requested that the draft MOU be amended to include a reference to a possible future county boundary change. **Chair Carchio**, with the recommendation of **Commissioner Bates**, asked that the proposed MOU for Multi-County Special Districts be continued to a future meeting with a more in-depth report about the development project and services to be provided.

MOTION: Continue the Proposed Memorandum of Understanding for Multi-County Special Districts to a future meeting with a more in-depth staff report about "The Preserve at San Juan" and amendments to the MOU referencing possible county boundary change. (Pat Bates)

SECOND: John Moorlach

FOR: Joe Carchio, Pat Bates, Cheryl Brothers, Derek McGregor, John Moorlach, Charley Wilson, John Withers

AGAINST: None

ABSTAIN: None

MOTION PASSED

10g. - 2014 CALAFCO Board of Directors Nomination

Project Manager Benjamin Legbandt presented the staff report to the Commission to consider the nomination of **Commissioner McGregor** for the CALAFCO Board of Directors.

MOTION: Adopt the form of resolution nominating Commissioner Derek McGregor to the 2014 CALAFCO Board of Directors.
(Pat Bates)

SECOND: Charley Wilson

FOR: Joe Carchio, Pat Bates, Cheryl Brothers,
John Moorlach, Charley Wilson, John Withers

AGAINST: None

ABSTAIN: Derek McGregor

MOTION PASSED

Commissioners Bates and Moorlach left at 10:12 a.m.

11. COMMISSIONER COMMENTS

Commissioner Bernstein commented that he looks forward to working with the Commission and that it will be an honor to serve, learn and contribute.

12. INFORMATIONAL ITEMS & ANNOUNCEMENTS

Commissioner Brothers updated the Commission on the CCL quarterly meeting that took place in Santa Ana on August 14, 2014, including discussions about CCL bylaw revisions, CALAFCO Board nominations, and legislative items.

Chair Carchio reminded the Commission of the upcoming CALAFCO Annual Conference in Ontario, California from October 15 through 17.

13. CLOSED SESSION

None

14. ADJOURNMENT OF REGULAR COMMISSION MEETING

The meeting adjourned at 10:18 a.m.

September 10, 2014

FINAL Minutes

Page 7 of 7

Joe Carchio, Chair
Orange County Local Agency Formation Commission

By: _____
Cheryl Carter-Benjamin
Commission Clerk