



DRAFT MINUTES

5a

OC LAFCO REGULAR MEETING AGENDA

**Wednesday, January 8, 2020
8:15 a.m.**

**Planning Commission Hearing Room
Hall of Administration
333 W. Santa Ana Blvd
10 Civic Center Plaza, Santa Ana, CA 92701**

1. CALL TO ORDER

Chair Brothers called the meeting of the Orange County Local Agency Formation Commission (OC LAFCO) to order at 8:17 a.m.

2. PLEDGE OF ALLEGIANCE

Vice-Chair Davert led the Pledge of Allegiance.

3. ROLL CALL

The following Commissioners and Alternates were present:

- **Chair Cheryl Brothers**
- **Vice Chair Douglass Davert**
- **Commissioner Derek J. McGregor**
- **Alternate Commissioner Kathryn Freshley**
- **Alternate Commissioner Lou Penrose**

The following Commissioners were absent:

- **Commissioner Lisa Bartlett**
- **Commissioner Allan Bernstein**
- **Commissioner James Fisler**
- **Commissioner Donald Wagner**
- **Alternate Commissioner Wendy Bucknum**
- **Alternate Commissioner Michelle Steel**

The following OC LAFCO staff members were present:

- Executive Officer Carolyn Emery
- Assistant Executive Officer Debra Kurita
- Policy Analyst Luis Tapia
- Policy Analyst Gavin Centeno
- Commission Clerk Cheryl Carter-Benjamin
- Legal Counsel Scott Smith

**4. ANNOUNCEMENT OF SUPPLEMENTAL COMMUNICATION
(Received After Agenda Distribution)**

Commission Clerk Cheryl Carter-Benjamin noted that no supplemental correspondence was received.

5. APPROVAL OF MINUTES

5a. – November 13, 2019 - Regular Commission Meeting

The regular minutes were approved with no revisions.

MOTION: Approve the November 13, 2019 Regular Commission Meeting Minutes. (Derek J. McGregor)

SECOND: Douglass Davert

FOR: Cheryl Brothers, Douglass Davert, Kathryn Freshley, Derek J. McGregor

AGAINST: None

ABSTAIN: None

MOTION PASSED: 4-0.

6. PUBLIC COMMENT

Chair Brothers requested public comments on any non-agenda items.

Commission Clerk Cheryl Carter-Benjamin noted that no speaker cards were received. **Chair Brothers** closed the public comments.

7. CONSENT CALENDAR

7a. – Appointment Process for OC LAFCO Expiring Terms

MOTION: Approve the Consent Calendar. (Douglass Davert)

SECOND: Derek J. McGregor

FOR: Cheryl Brothers, Douglass Davert, Kathryn Freshley,
Derek J. McGregor
AGAINST: None
ABSTAIN: None

MOTION PASSED: 4-0.

8. PUBLIC HEARING

The **Chair** stated that there were no public hearing items for consideration.

9. COMMISSION DISCUSSION AND ACTION

9a. – OC LAFCO Fiscal Year 2019-20 Work Plan Mid-Year Update

Executive Officer Carolyn Emery provided an overview on the accomplishments and progress of the Work Plan's key areas and staff activities for Fiscal Year 2019-20.

Vice Chair Davert noted that he had received feedback from General Managers on the Shared Services Web Program and asked if participation involving the program was voluntary. The Executive Officer responded that participation involving the program is voluntary for the agencies.

Commissioner McGregor asked the Executive Officer to clarify whether the South Orange County Unincorporated Communities effort would include all of the unincorporated areas. The Executive Officer answered in the affirmative.

MOTION: Receive and file OC LAFCO's Fiscal Year 2019-20 Work Plan Mid-Year Update. (Douglass Davert)
SECOND: Derek J. McGregor
FOR: Cheryl Brothers, Douglass Davert, Kathryn Freshley,
Derek J. McGregor
AGAINST: None
ABSTAIN: None

MOTION PASSED: 4-0.

9b. – Legislative Report

Policy Analyst Luis Tapia presented the staff report on anticipated legislation of LAFCO interest for the legislative session that began December 2019.

Vice Chair Davert recommended that the Commission provide clear direction to staff regarding legislation of interest to OC LAFCO, as the perspective of the Commission may differ from CALAFCO.

MOTION: Receive and file the January 8, 2019 Legislative Quarterly Report. (Douglass Davert)
SECOND: Derek J. McGregor
FOR: Cheryl Brothers, Douglass Davert, Kathryn Freshley, Derek J. McGregor
AGAINST: None
ABSTAIN: None

MOTION PASSED: 4-0.

9c. - OC LAFCO Professional Services Agreement Update and One-Year Extension of Agreement with Davis Farr LLP for Auditing Services

Assistant Executive Officer Debra Kurita presented the staff report on the Commission's current professional service agreements and the proposed one-year extension with Davis Farr for auditing services.

MOTION: Receive and file the annual update on professional service agreements; Authorize the Executive Officer to execute a one-year agreement extension for auditing services with Davis Farr LLP. (Douglass Davert)
SECOND: Derek J. McGregor
FOR: Cheryl Brothers, Douglass Davert, Kathryn Freshley, Derek J. McGregor
AGAINST: None
ABSTAIN: None

MOTION PASSED: 4-0.

9d. - Election of OC LAFCO Officers for 2020

Chair Brothers called for the nomination of the LAFCO Chair.

Commissioner McGregor nominated **Chair Brothers** to serve another term as the OC LAFCO Chair and **Vice Chair Davert** to serve another term as the OC LAFCO Vice Chair. He noted that the nominations are based on the continuity of the Executive Committee involving projects that are currently underway and will be brought before the full Commission.

Chair Brothers called for other nominations for the OC LAFCO Chair and Vice Chair. There were none.

MOTION: Elect the Chair and Vice Chair for 2020. (Derek J. McGregor)
SECOND: Douglass Davert
FOR: Cheryl Brothers, Douglass Davert, Kathryn Freshley, Derek J. McGregor

AGAINST: None
ABSTAIN: None

MOTION PASSED: 4-0.

10. COMMISSIONER COMMENTS

General comments were made by Commissioners.

11. EXECUTIVE OFFICER'S REPORT

The Executive Officer noted that there were no items to report.

12. INFORMATIONAL ITEMS & ANNOUNCEMENTS

12a. - Cancellation of February 2020 Regular Meeting

Chair Brothers announced the cancellation of the February Regular Meeting due to it being a national holiday.

13. CLOSED SESSION

The **Chair** stated that there were no closed session items for discussion.

14. NOTICE OF ADJOURNMENT OF THE REGULAR COMMISSION MEETING

Chair Brothers adjourned the Regular Commission Meeting at 8:54 a.m. to the next regular OC LAFCO meeting scheduled for Wednesday, March 11, 2020 at 8:15 a.m. at the Hall of Administration, Planning Commission Hearing Room, 333 W. Santa Ana Blvd., 10 Civic Center Plaza, Santa Ana, CA 92701.

Cheryl Brothers, Chair
Orange County Local Agency Formation Commission

By: _____
Cheryl Carter-Benjamin
Commission Clerk