



## DRAFT MINUTES

5a

### OC LAFCO REGULAR MEETING AGENDA

Wednesday, October 9, 2019  
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 8:16 a.m.

#### 2. PLEDGE OF ALLEGIANCE

Commissioner Penrose led the Pledge of Allegiance.

#### 3. ROLL CALL

The following Commissioners and Alternates were present:

- Chair Cheryl Brothers
- Vice Chair Douglass Davert
- Commissioner James Fisler
- Commissioner Derek J. McGregor
- Alternate Commissioner Wendy Bucknum
- Alternate Commissioner Lou Penrose

The following Commissioners were absent:

- Commissioner Lisa Bartlett
- Commissioner Allan Bernstein
- Commissioner Donald Wagner
- Alternate Commissioner Kathryn Freshley
- 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. - August 14, 2019 - Regular Commission Meeting**

The regular minutes were approved with no revisions.

**MOTION: Approve the August 14, 2019 Regular Commission Meeting Minutes. (James Fisler)**

**SECOND: Douglass Davert**

**FOR: Cheryl Brothers, Douglass Davert, Wendy Bucknum, James Fisler, Derek J. McGregor**

**AGAINST: None**

**ABSTAIN: None**

**MOTION PASSED: 5-0.**

**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. - Legislative Report**

**7b. - OCERS FY 2020-21 Retirement Contribution Rates and Prepayment Program**

**MOTION: Approve the Consent Calendar. (Derek J. McGregor)**

**SECOND:** Douglass Davert  
**FOR:** Cheryl Brothers, Douglass Davert, Wendy Bucknum,  
James Fidler, Derek J. McGregor  
**AGAINST:** None  
**ABSTAIN:** None

**MOTION PASSED:** 5-0.

## 8. PUBLIC HEARING

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

## 9. COMMISSION DISCUSSION AND ACTION

### **9a. - Proposed Professional Consultant Services Agreement with CV Strategies**

Policy Analyst Gavin Centeno provided an overview of the proposed service agreement with CV Strategies and highlighted that several firms were invited to participate in the process. He noted that the firm's President Erin Gilhuly was present to give a brief background on CV Strategies and address any questions.

**Vice Chair Davert** noted for the record some Commissioners' concerns regarding engaging more Orange County firms and recommended that staff develop a process for distributing future request for services to include a wider range of firms in Orange County and to include local agencies in the process. The Executive Officer replied that two local agencies were engaged to provide suggestions on firms and a future list of consultants for this effort will be maintained.

**MOTION:** Approve the professional consultant services agreement with CV Strategies. (Wendy Bucknum)  
**SECOND:** Douglass Davert  
**FOR:** Cheryl Brothers, Douglass Davert, Wendy Bucknum,  
James Fidler, Derek J. McGregor  
**AGAINST:** None  
**ABSTAIN:** None

**MOTION PASSED:** 5-0.

### **9b. - Proposed Agreement to Join the California Association of Mutual Water Companies Joint Powers Risk and Insurance Management Authority**

Assistant Executive Officer Debra Kurita presented the staff report on a proposed agreement to secure property, general liability and crime insurance and noted that if the item is approved by the Commission, the coverage will commence on July 1, 2020.

General questions and clarifications for the Commissioners on the agreement were addressed by staff.

**MOTION:** Approve the agreement with the California Association of Mutual Water Companies Joint Powers Agreement and Insurance Management Authority. (Derek J. McGregor)

**SECOND:** Douglass Davert

**FOR:** Cheryl Brothers, Douglass Davert, Wendy Bucknum, James Fisler, Derek J. McGregor

**AGAINST:** None

**ABSTAIN:** None

**MOTION PASSED: 5-0.**

## 10. COMMISSIONER COMMENTS

**Commissioner Fisler** asked the Executive Officer to provide an update on the 4<sup>th</sup> round of Municipal Service Reviews. The Executive Officer noted that five regional service reviews were currently underway. She added that those reviews include: Municipal Water District of Orange County, Orange County Sanitation District, three County Service Areas (CSA 13, 22, 26) and the Southwest and Southeast regions. The Executive Officer summarized the recent efforts of this process, which has included multiple stakeholder meetings and the collection of agency data. She stated that staff anticipates presenting the MSRs to the Commission in Summer of 2020.

## 11. EXECUTIVE OFFICER'S REPORT

The Executive Officer Carolyn Emery gave oral updates on the following:

### **2019-20 Work Plan and Website Update:**

- The Executive Officer provided an update on the 2019-20 work plan and noted that staff meets quarterly with the Executive Committee to keep the committee apprised of the status of the work plan.
- The Executive Officer highlighted two project applications that are underway, the Santa Ana Island and the Cielo Vista Annexation to the City of Yorba Linda that will come before the Commission in November. She further noted that staff continued to work with the City of San Juan Capistrano and the Santa Margarita Water District on the annexation of the City's water and wastewater utilities to the District. She added that an application for the annexation is expected to be filed by the end of the year.

- An update was provided on the administrative items which included the upcoming review of the agency's audited financial statements and the updating of the website.
- The Executive Officer noted that the Commission will discuss and review an amendment to the agency's office lease agreement in November.

**Workshops:**

- The Executive Officer apprised the Commission of staff's recent participation in workshops: one hosted by the Santa Ana Watershed Project Authority and another hosted by the Southern California Association of Governments on the Regional Housing Needs Assessment (RHNA).

**12. INFORMATIONAL ITEMS & ANNOUNCEMENTS**

**12a. - CALAFCO Annual Conference**

**Chair Brothers** announced the upcoming annual conference that will take place at the Hyatt Regency in Downtown Sacramento, October 30 - November 1, 2019.

**13. CLOSED SESSION**

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

**14. NOTICE OF ADJOURNMENT OF THE REGULAR COMMISSION MEETING**

The Regular Commission Meeting was adjourned at 8:59 a.m. to the next regular OC LAFCO meeting scheduled for Wednesday, November 13, 2019 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