

**DRAFT
SAN DIEGO LAFCO
MINUTES OF THE REGULAR MEETING**

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MARCH 7, 2011

There being a quorum present, the meeting was convened at 9:00 a.m. by Chairman Carl Hilliard. Also present were: Regular Commissioners – Supervisor Dianne Jacob, Mayor Mark Lewis, Councilmember Lorie Zapf, Special District Member John Ingalls, Special District Member Bud Pocklington and Public Member Andy Vanderlaan. Alternate Commissioners –Public Member Harry Mathis. LAFCO Staff – Executive Officer Michael Ott, Assistant Executive Officer Shirley Anderson, Local Governmental Analyst Robert Barry, Legislative Director Harry Ehrlich and LAFCO Legal Counsel Thomas Bosworth. Absent were: Regular Commissioner – Supervisor Bill Horn; Alternate Commissioners – Special District Member Jo MacKenzie, Mayor Jim Janney, Supervisor Greg Cox, and Councilmember Sherri Lightner.

Item 1
Roll Call

The Commission Secretary performed the roll call for the March 7, 2011 LAFCO meeting. All regular commissioners were present with the exception of Supervisor Horn, Alternate Commissioners Cox, Janney, Mackenzie, and Lightner.

Item 2
Approval of Minutes of Meeting Held February 7, 2011

Carried unanimously by the Commissioners present, the Commission dispensed with reading the minutes of February 7, 2011 and approved said minutes.

Item 3
Executive Officer's Recommended Agenda Revisions

Michael Ott indicated that there were no revisions to the agenda.

Item 4
Commissioner / Executive Officer Announcements

Commissioner Vanderlaan gave a brief recap of the recent CALAFCO Planning and Board meeting in Irvine, CA. He discussed possible policy changes, the CALAFCO Conference in late August and the freeze in next year's CALAFCO annual dues.

Executive Officer, Michael Ott stated he had no announcements.

Commissioner Pocklington offered appreciation and thanks to Executive Officer, Michael Ott and Legislative Director, Harry Ehrlich regarding a presentation they gave to the Council of Water Utilities and Managers a few weeks ago.

Item 5
Public Comments

Chairman Hilliard addressed the public asking if anyone requested to speak on an item that is not related to the agenda. Chairman Hilliard stated there were no speaker slips received from the members of the public requesting to speak.

Item 6A
Proposed FY2011-12 LAFCO Budget / Office Relocation

Chairman Hilliard introduced the budget item as a continuance from the February 7, 2011 meeting. He announced the San Diego LAFCO administrative office space located at the County Administration Center will no longer be available to LAFCO staff and must be vacated as of July 1, 2011. He indicated future Commission and Special District meetings will probably still be held at the County Administration Center.

Michael Ott announced Robert Barry would provide a staff report and PowerPoint presentation to the Commission regarding the FY 2011-12 Budget and office relocation. Mr. Ott indicated materials were distributed to the Commission prior to this meeting regarding potential office properties.

Robert Barry, Local Governmental Analyst, gave a presentation to the Commission about LAFCO's history, prior office locations and the factors supporting potential office sites. He requested comments and direction from the Commission based on the given factors.

Mr. Barry explained the County's future Waterfront Park project at the County Administration Center is the reason for LAFCO's need to relocate. The four factors taken into consideration are: (1) costs; (2) public accessibility and parking; (3) location; and (4) office space. Three major geographic areas were identified based on these factors, they are: Downtown (92101); Mission Valley (92108); and Kearny Mesa (92123).

Robert Barry requested the Commission's comments and direction based on the factors of consideration of the proposed sites. He also indicated that the Commission should decide if a Site Selection Committee needs to be activated to assist the Chair in making a final decision.

Commissioner Jacob asked Robert Barry to remind the Commission what the current office square footage is. Mr. Barry explained, the LAFCO office currently has approximately 2000 square feet. Commissioner Pocklington asked if, after

the move, the Commission meetings will still be held at the County Administration Center (CAC) and whether adequate parking will be available. Michael Ott explained the CAC will have interim parking while the Waterfront Park project is underway and that future LAFCO meetings will probably still be held at the CAC. Commissioner Jacob confirmed that there will be interim parking for employees during construction and the possibility of additional employee parking at an offsite location a few blocks away from the CAC. She explained the proposed plan involves having a permanent parking structure located at property owned by the County of San Diego on Kettner and Cedar. She said the plans for future parking are not definite.

Chairman Hilliard opened this item to the public for speaking or comments. There was no one from the public requesting to speak. Chairman Hilliard closed the item for public testimony. He encouraged an open discussion from the Commission.

All Commissioners present along with the Executive Officer discussed two specific proposed locations: 9535 Topaz Way (Kearney Mesa); and the 610 West Ash Street site (Downtown). Chairman Hilliard said that he recently visited both sites and discussed the advantages and disadvantages of both locations. After discussion, the majority of commissioners present agreed the Kearny Mesa office appeared to offer the best accommodations for the LAFCO headquarters.

On motion of Commissioner Vanderlaan, seconded by Commissioner Zapf, and carried unanimously by the commissioners present, the Commission agreed to allow Chairman Hilliard and Vice Chairwoman Jacob to make the final decision of the site relocation for the San Diego LAFCO administrative office.

Item 6B

Proposed FY 2011-12 LAFCO Budget

Chairman Hilliard indicated this item was continued from the February 7, 2011 meeting and that Michael Ott will present the staff report.

Michael Ott gave a brief review of the proposed budget from the last meeting. Due to the cost of the office relocation, Mr. Ott recommended that the Commission not pass this expense to the agencies that contribute funds towards LAFCO'S budget. Mr. Ott also recommended using some of funds from the contingency reserve fund to cover those costs and any additional expenses related to the office relocation. Mr. Ott summarized the updated information in the proposed budget.

Chairman Hilliard opened the hearing to the public. There was no one from the public requesting to speak. Chairman Hilliard closed the public hearing. He opened discussion from the Commission regarding this item.

Commissioner Jacob indicated that the Executive Officer did a good job reducing costs and incorporating updated figures into the proposed budget. She suggested that the Commission should examine its policies and procedures regarding the budget.

Commissioner Ingalls expressed appreciation to Mr. Ott for the detail in the proposed budget.

Other Commissioners commented about records management, processing fees, and proposed costs reductions in FY 2011-12.

The Commission discussed several other topics related to the budget, such as policies and procedures. Because of the recent change in circumstances related to the budget, Chairman Hilliard recommended reviewing LAFCO's policies and procedures and establishing a committee at the next meeting.

On Motion of Commissioner Ingalls, seconded by Commissioner Lewis, and carried unanimously by the commissioners present, the Commission adopted the Proposed Budget as updated for Fiscal Year 2011-12.

Item 7

Proposed "Dickson Annexation" to the Lakeside Sanitation District (Ref No: DA 10-09)

This item was an information item and no action was necessary.

Item 8

2011 Legislative Update

LAFCO Legislative Director, Harry Ehrlich gave a brief 2011 Legislative update to the Commission. Mr. Ehrlich mentioned approximately 1,300 bills have been introduced and an update will be provided at the next meeting.

Mr. Ehrlich informed the Commission there are about four bills directly affecting LAFCO. He explained the area of concentration at the State level is mostly related to the budget. Other areas of legislative interest that will be tracked are: Property Tax, special enterprise and redevelopment funding. He informed the Commission that he will provide more information and possible recommendations at the meeting on April 4th.

There being no further business to come before the Commission, the meeting adjourned at 10:45 a.m. to the April 4, 2011 meeting, in Room 302, County Administration Center.

**Ruth Arellano
Administrative Assistant
San Diego Local Agency Formation Commission**