

**DRAFT  
SAN DIEGO LAFCO  
MINUTES OF THE REGULAR MEETING  
NOVEMBER 3, 2008**

**2**

There being a quorum present, the meeting was convened at 9:00 a.m. by Chairman Andy Vanderlaan. Also present were: Regular Commissioners – Bud Pocklington, and Betty Rexford. Alternate Commissioner – Supervisor Greg Cox, John Ingalls, and Mayor Mark Lewis. LAFCO Staff – Executive Officer Michael Ott; Local Governmental Analyst, Claire Riley; and LAFCO Legal Counsel William Smith. Absent were: Regular Commissioners: Supervisors Bill Horn and Dianne Jacob, Councilmembers Donna Frye and Carl Hilliard, and Andy Menshek. Alternate Commissioners – Harry Mathis.

**Item 1  
Roll Call**

The Commission Secretary performed the roll call for the November 3, 2008 LAFCO meeting. All commissioners were present with the exception of Supervisors Horn and Jacob, Councilmembers Frye and Hilliard, Andy Menshek, and Alternate Commissioner Mathis. The Commission Secretary indicated that Supervisor Cox would vote in place of Supervisors Horn and Jacob, Mayor Lewis would vote in place of Commissioner Hilliard, and John Ingalls would vote in place of Andy Menshek.

**Item 2  
Approval of Minutes of Meeting Held October 6, 2008**

Chairman Andy Vanderlaan requested Legal Counsel William Smith to discuss whether Commissioners not present at the October 6, 2008 meeting could approve the minutes.

Legal Counsel William Smith indicated that Commissioners not present at the October 6 meeting could approve the minutes.

Commissioner Ingalls, who was not at the October 6 meeting, said that he read the minutes and indicated that he approves of the minutes.

Alternate Commissioner Greg Cox, who was not at the October 6 meeting, said he also read the minutes and would vote to approve said minutes.

On motion of Commissioner Pocklington, seconded by Commissioner Rexford, and carried unanimously by the commissioners present, the Commission dispensed with reading the minutes of October 6, 2008 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**

Michael Ott provided the Commission with an update on the 2008 Special Districts Election conducted by LAFCO staff. He reported that Commissioner Bud Pocklington was re-elected to serve another four-year term on LAFCO that expires in 2012. In addition, Mr. Ott said that seven incumbents were re-elected to the Advisory Committee, and that Douglas Humphrey (Resource Conservation District of Greater San Diego County) was elected as the new member to the Committee. Mr. Ott said that they would serve a four-year term that expires in 2012.

Michael Ott reported that Supervisor Dianne Jacob is recovering from hip surgery. Mr. Ott provided the Commission with a Get Well card to sign for Commissioner Jacob.

**Item 5**  
**Public Comment**

There were no public comments.

**Item 6A**  
**Adoption of an Amendment to the Sphere of Influence for the Spring Valley Sanitation District (SA08-19)**

**Item 6B**  
**Proposed “Houska Annexation” to the Spring Valley Sanitation District (DA08-19)**

Michael Ott introduced Claire Riley, Local Governmental Analyst, who provided the Commission with a brief staff presentation.

Chairman Andy Vanderlaan opened the public hearing.

Since no speaker slips were submitted in opposition to this item, and there were no discussion from the Commission, on motion of Commissioner Pocklington, seconded by Alternate Commissioner Lewis, and carried unanimously by the commissioners present, the Commission closed the public hearing, and took the following actions:

- (1) Found in accordance with the Executive Officer’s determination by LAFCO that pursuant to Section 15319 (b) of the State CEQA guidelines, this annexation is not subject to the environmental impact evaluation process because the proposal area contains not more than three single-family residences to be constructed or converted as defined by section 15303; and
- (2) Adopted the form of resolution approving this annexation for the reasons set forth in the Executive Officer’s Report, waived the Conducting Authority proceedings according to Government Code Section 56663(c), and ordered the annexation, subject to the following term and condition:

Payment of all District annexation fees to Spring Valley Sanitation District.

**Item 7A-C**

**Proposed Sphere Amendment for the Lakeside Sanitation District, Lakeside Fire Protection District, and County Service Area No. 69 (SA08-15a; SA08-15b; SA08-15c)**

**Item 7D**

**Proposed “Crestlake Estates Reorganization” (Lakeside Sanitation District / Lakeside Fire Protection District / County Service Area No. 69) (RO08-15d)**

This was an information item and no action was required.

**Item 8**

**Proposed “Cassou Road – Bryan Annexation” to the Vallecitos Water District (DA08-16)**

This was an information item and no action was required.

**Item 9**

**First Quarter Budget Report and Update FY 2008-09**

Michael Ott provided the Commission with a brief staff presentation.

Carried unanimously by the commissioners present, the Commission took the following action:

Received and ratified the FY 2008-09 First Quarter Budget Report and Update.

**Item 10**

**Quarterly Self-Approved Expense Claims Report**

Michael Ott reported that there were no self-approved expense claims during the reporting period.

Carried unanimously by the commissioners present, the Commission took the following action:

Accepted and ratified the Quarterly Self-Approved Expense Claims Report.

**11A**

**Personnel Matter: Discuss the Recommendation of the Executive Officer's Performance/Compensation Review Committee; adjourn to CLOSED SESSION, IF NEEDED: PUBLIC EMPLOYEE PERFORMANCE EVALUATION (GOV. CODE § 54957); TITLE: EXECUTIVE OFFICER**

**11B**

**Personnel Matter: Reconvene to Public Session if a Closed Session is called, and Approve the Recommendations of the Executive Officer's Performance/Compensation Review Committee.**

Chairman Vanderlaan introduced the item.

Chairman Vanderlaan stated that he served on the Executive Officer's Performance and Compensation Review Committee along with Commissioners Horn, Pocklington, and Rexford. Chairman Vanderlaan stated that the evaluation of Mr. Ott's performance covered broad categories related to budget development and management, administration, commission development, staff development, governmental outreach, and special projects. Commissioners in attendance at the November 3<sup>rd</sup> meeting that served on the Performance and Compensation Review Committee provided a summary of their evaluation of Mr. Ott and commended him for his exemplary service for 2007-08. In particular, commissioners noted that Mr. Ott received the 2008 Professional of the Year Award from the California Association of Local Agency Formation Commissions. They also noted the success Mr. Ott had with the regional fire protection project, as well as his overall management and administrative achievements. In particular, Chairman Vanderlaan praised Mr. Ott for establishing and maintaining a productive and healthy work environment. Mr. Ott was given an opportunity to provide comments to the full Commission. Accordingly, Mr. Ott expressed his appreciation to the Commission for the positive evaluation and the latitude he has been given to carry out LAFCO's objectives. Mr. Ott also thanked the LAFCO staff for their individual contributions over the past year.

On motion of Commissioner Rexford, seconded by Commissioner Lewis, and carried unanimously by the Commissioners present (Commissioners Cox, Rexford, Lewis, Pocklington, Ingalls, and Vanderlaan), the Commission concurred with the Executive Officer's Performance / Compensation Review Committee. The Commission dispensed with the closed session and made its decision regarding Agenda Items 11A & B in open session concluding that Mr. Ott performed at an exemplary level during the evaluation period (2007-08), and approved the following:

(1) Mr. Ott was authorized to receive a 5% annual base salary adjustment of \$7,753.20 annually and a 5% one-time annual cash award bonus of \$7,753.20, effective at the first available payroll period (November 7, 2008);

(2) Mr. Ott was authorized to elect to receive the cash award (bonus) in one lump-sum or in incremental sums not to exceed the amount approved by the Commission (\$7,753.20);

(3) Mr. Ott was authorized to reduce his excess annual leave balance by 200 hours through the issuance of a paydown limited in increments of 25 hours every 60-days until the annual leave balance is reduced by 200 hours;

(4) Mr. Ott and his designated Payroll Administrator (Tita-Jacque Mandapat) were authorized to direct the County Auditor's Payroll Manager to implement these salary and compensation adjustments; and

(5) Mr. Ott was authorized to implement his proposed goals and objectives for 2008-09.

There being no further business to come before the Commission, the meeting adjourned at 9:20 a.m. to the December 1, 2008 meeting, in Room 302, County Administration Center.

**Tita Jacque Mandapat  
Administrative Assistant**