



Chairman

Bill Horn
County Board of
Supervisors

February 1, 2016

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Vice Chairman

Sam Abed
Mayor
City of Escondido

TO: Local Agency Formation Commission

Members

FROM: Executive Officer

Dianne Jacob
County Board of
Supervisors

SUBJECT: Second Quarter FY 2015–16 Executive Officer
Self–Approved Expense Claims Report

Andrew Vanderlaan
Public Member

Lorie Zapf
Councilmember
City of San Diego

The Commission’s Rules (Section 1.8) permits the Executive Officer to self–approve any single reimbursement claim up to \$500. The Rules also require the Executive Officer to regularly update the Commission about such claims that were self–approved. The Executive Officer follows a more conservative procedure than what is allowed in the Commission’s rules and requires two members of his staff to review and authorize his expense claims. Since preparing the last report on November 2, 2015, there are no self–approved reimbursement claims for the Executive Officer to report during this quarter.

Lorraine Wood
Councilmember
City of Carlsbad

Jo MacKenzie
Vista Irrigation District

Vacant
Special District

Alternate Members

The Commission should accept and ratify the second quarterly self–approved expense claims report.

Greg Cox
County Board of
Supervisors

Respectfully submitted,

Chris Cate
Councilmember
City of San Diego

MICHAEL D. OTT
Executive Officer

Racquel Vasquez
Councilmember
City of Lemon Grove

Ed Sprague
Olivenhain Municipal
Water District

MDO:trl

Harry Mathis
Public Member

Executive Officer

Michael D. Ott

Legal Counsel

Michael G. Colantuono