

**APPROVED
SAN DIEGO LAFCO
MINUTES OF THE REGULAR MEETING
JUNE 6, 2016**

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There being a quorum present, the meeting was convened at 9:00 a.m. by Chairman/ Supervisor Bill Horn. Also present were: Regular Commissioners – Vice Chairman/ Mayor Sam Abed; Supervisor Dianne Jacob; City Councilmember Lorie Zapf (arrived at 9:10 am); City Councilmember Lorraine Wood; Special District Member Jo MacKenzie; Special District Member Ed Sprague; and Public Member Andy Vanderlaan. ; Alternate Commissioners – Special Districts Member Judy Hanson*. LAFCO Staff – Executive Officer Michael Ott; Local Governmental Analyst Robert Barry; LAFCO Consultant Harry Ehrlich and Legal Counsel Michael Colantuono. Absent were: Alternate Commissioners – Supervisor Greg Cox; and City Councilmember Chris Cate; Councilmember Racquel Vasquez; and Public Member Harry Mathis.

**Special Districts Member, Judy Hanson, was sworn in by Legal Counsel, Michael Colantuono as Alternate Commissioner, Special Districts Member (See Agenda Revisions).*

Item 1

Pledge of Allegiance

Commissioner Sam Abed led the Pledge of Allegiance at the meeting.

Item 2

Roll Call

The Commission Secretary performed the roll call for the June 6, 2016, LAFCO meeting. With the exception of Alternate Commissioners Supervisor Greg Cox; Special District Member Harry Mathis; and City Councilmembers Chris Cate and Racquel Vasquez, all other Commissioners were present.

Item 3

Approval of Minutes of Meeting Held May 2, 2016

On motion of Commissioner Sprague, seconded by Commissioner MacKenzie, and carried unanimously by the Commissioners present; the Commission dispensed with reading the minutes of May 2, 2016 and approved said minutes.

Item 4

Commissioner / Executive Officer Announcements

Chairman Bill Horn asked the Executive Officer if there were any announcements. Executive Officer Michael Ott announced that Judy Hanson, Leucadia Wastewater District, has won the election for Alternate Commissioner, Special Districts Member. Mr. Ott indicated Legal Counsel, Michael Colantuono will swear her in upon the Commission's revision of the Agenda to include the associated installation.

Item 5

Executive Officer's Recommended Agenda Revisions

Chairman Bill Horn asked the Executive Officer if there were any agenda revisions. Mr. Ott indicated that the Commission should add the installation of Alternate Special District Member, Judy Hanson's installation to the Agenda.

Mr. Colantuono then proceeded to swear in Judy Hanson as the new Alternate Commissioner, Special Districts Member.

Item 6

**Administrative Approval of a Contractual Service Agreement:
between City of La Mesa/ Rufus and Phyllis Benbrook (OAS 16-08)**

Michael Ott indicated this was an information item and indicated that the staff presentation could be waived.

This item is for information purposes only and no action is required.

Item 7

LAFCO Audit Update and Contract Renewal

Michael Ott informed the Commission that the Audit for FY 2014-15 has been completed. Mr. Ott also indicated there will be increased costs for the renewed Audit contract for Davis Farr LLP if approved. He informed Commissioners that audit costs for FY 2016-17 will be \$7,800 and \$8,000 for FY 2017-18. Mr. Ott also indicated that there is an additional cost of \$10,000 due to a change of bookkeeping services. He informed the Commission that LAFCO staff will be performing bookkeeping services previously provided by SMA Accounting, Inc., and that staff training is necessary. He explained that the increases include the implementation of the new GASB compliance; bookkeeping training for staff and software and equipment purchases.

On motion of Commissioner MacKenzie, seconded by Commissioner Abed, and carried unanimously by the commissioners present, the Commission took the following action:

- 1) Direct the Executive Officer to renew the audit contract with Davis Farr LLP for FY 2016-17 and 2017-18 per the cost requirements specified in this memorandum (\$7,800 for FY 2016-17 and \$8,000 for FY 2017-18);
- 2) Approve the addition of a training component to the Davis Farr LLP contract up to \$10,000 to cover bookkeeping training.

Item 8

Adoption of LAFCO Fire Protection Contract Policy L-110

Joe Serrano, Local Governmental Analyst, presented information to the Commission regarding the request for approval of LAFCO's Fire Protection Contract Policy L-110 (SB 239).

Mr. Serrano briefly informed the Commission regarding LAFCO's effort to collaborate and receive input from the Special Districts Advisory Committee; San Diego County Fire Chief's Association and other local and state agencies to develop and finalize these guidelines for Commission approval of the new policy. He indicated that the LAFCO guidelines adopted by the Commission earlier this year are being used as a template by other LAFCOs and requested the Commission's review and acceptance of the proposed policy.

On motion of Commissioner Sprague, seconded by Commissioner MacKenzie, and carried unanimously by the Commissioners present; the Commission took the following actions:

1. Review and approve the proposed Policy for Fire Protection Contracts (Item 8, Attachment 3); and
2. Direct the Executive Officer to implement the Policy as part of future consideration of fire protection contracts and agreements.

Item 9

Legislative Report

LAFCO Consultant Harry Ehrlich provided an update to the Commission regarding the current state legislation. Mr. Ehrlich indicated the update was for informational purposes and there was no action required by the Commission.

Item 10
2016-17 San Diego County
Wildland Fire Season Readiness Workshop

John Traylor, LAFCO Governmental Consultant; Tony Mecham, Cal Fire Unit Chief; Don Butz, President, San Diego Fire Chiefs Association / Chief, Viejas Fire Department; and San Marcos Fire Chief Brett Van Wey presented a workshop related to the current issues facing the County's regional fire agencies in the upcoming fire season. Chief Mecham indicated he would provide comments on behalf of Brian Fennessey, Chief, San Diego Fire and Rescue.

Topics covered and discussed by the Commissioners, staff and presenters of the workshop were the collaborative and cooperative agreements; environmental conditions; policies and multi-jurisdictional pre-fire season training efforts. The Commissioners thanked LAFCO staff and the presenters for the informative workshop.

No action was required by the Commission for this item.

Item 11
Cancellation of the July 11, 2016 Commission Meeting

Michael Ott requested cancellation of the July 11, 2016 meeting due to the July 4th holiday and historical difficulty obtaining a quorum.

The Commission approved the request to cancel the July 11th meeting and after no public comments requests were received, Chairman Horn adjourned the meeting to the next scheduled date of August 1, 2016.

Item 12
Public Comment

Chairman Horn asked the public if anyone requested to speak on an item that is not related to the agenda. He indicated that there were no speaker slips received from members of the public for comments.

There being no further business to come before the Commission, the meeting adjourned at 10:30 a.m. to the August 1, 2016 meeting, in Room 302, County Administration Center.

RUTH ARELLANO
ADMINISTRATIVE ASSISTANT
SAN DIEGO LOCAL AGENCY COMMISSION FORMATION