

**2022**

**Commissioners**

**Chair**

Christopher Lopez  
*County Member*

**Vice Chair**

Mary Ann Leffel  
*Special District Member*

Luis Alejo

*County Member*

Wendy Root Askew  
*County Member, Alternate*

Kimbley Craig  
*City Member*

Matt Gourley  
*Public Member*

Ian Oglesby  
*City Member*

Warren Poitras  
*Special District Member*

Steve Snodgrass  
*Public Member, Alternate*

Graig R. Stephens  
*Special District Member, Alternate*

Anna Velazquez  
*City Member, Alternate*

**Counsel**

Kelly L. Donlon  
*General Counsel*

**Executive Officer**

Kate McKenna, AICP

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## ADOPTED MINUTES LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

Adopted August 22, 2022

Monday, May 23, 2022

*All Commissioners and public participated in the meeting on Monday, May 23, 2022 by Zoom video conference or telephone, in order to avoid public gatherings and until further notice.*

### Call to Order

The Local Agency Formation Commission was called to order by Chair Lopez at 4:00 p.m.

### Roll Call

Commissioner Alejo  
Commissioner Root Askew  
Commissioner Craig  
Commissioner Gourley  
Commissioner Oglesby  
Commissioner Poitras  
Commissioner Snodgrass  
Commissioner Stephens  
Commissioner Velazquez  
Vice Chair Leffel  
Chair Lopez

### Members Absent (Excused Absence)

None

### Staff Present

Darren McBain, Principal Analyst  
Jonathan Brinkmann, Senior Analyst  
Safarina Maluki, Clerk to the Commission/Office Administrator

### Also Present

Kelly L. Donlon, General Counsel

### Pledge of Allegiance

Commissioner Poitras led the Pledge of Allegiance.

**General Public Comments**

*Anyone may address the Commission briefly about items not already on the Agenda.*

There were no public comments.

**Special Business**

1. Resolution of Appreciation and Commendation for Outgoing Special District Member Commissioner (Alternate) Graig Stephens for Distinguished Service to the Local Agency Formation Commission of Monterey County.

Recommended Action: Receive presentation by Chair Lopez and adopt Resolution.

Chair Lopez presented the Ceremonial Resolution and thanked Commissioner Stephens for his years of service and dedication to the community.

There was no public comment.

Commission Action:

Upon motion by Commissioner Gourley, seconded by Commissioner Leffel, the Commission adopted Ceremonial Resolution 22-07 for Outgoing Commissioner Graig Stephens.

Motion Carried:

AYES: Commissioners: Alejo, Craig, Gourley, Oglesby, Poitras, Leffel, Lopez  
 NOES: Commissioners: None  
 ALTERNATES: Commissioners: Root Askew, Snodgrass, Stephens, Velazquez (Non-Voting)  
 ABSENT: Commissioners: None  
 ABSTAIN: Commissioners: None

2. Consider a Resolution Declaring the 2022 Selection Results of the Independent Special District Selection Committee for a LAFCO Alternate Member Representative.

Recommended Action: Adopt a Resolution Declaring the Results of a Process to Select an Alternate Special District Member Representative on LAFCO.

Commission Action:

Upon motion by Commissioner Leffel, seconded by Commissioner Oglesby, the Commission adopted Resolution 22-08 Declaring the Election Results for an Alternate Special District Member Representative on LAFCO Commission for a four year Term ending on the First Monday in May 2026 by a Roll Call Vote.

Motion Carried:

AYES: Commissioners: Alejo, Craig, Gourley, Oglesby, Poitras, Leffel, Lopez  
 NOES: Commissioners: None  
 ALTERNATES: Commissioners: Root Askew, Kong, Snodgrass, Velazquez (Non-Voting)  
 ABSENT: Commissioners: None  
 ABSTAIN: Commissioners: None

Chair Lopez welcomed Commissioner David Kong.

Commissioner Kong made a brief statement of thanks.

3. Administer the Oath of Office for Alternate Special District Member Commissioner David Kong for a Term Ending on the First Monday in May 2026.

Recommended Action: LAFCO Chair Lopez will administer the Oath of Office.

Commission Actions:

Chair Lopez administered the Oath of Office for the appointment of Independent Special District Member (Alternate) Commissioner David Kong for a Term Ending on the First Monday in May 2026.

Chair Lopez congratulated Commissioner Kong.

Commissioner Kong took his seat on the Commission.

4. Select the LAFCO Chair and Chair Pro Tempore for a Period Ending in May 2023.

Recommended Action: Conduct the Selection Process.

Senior Analyst Jonathan Brinkman presented the report.

There was no comment from the public.

Commissioner Action:

Upon motion by Commissioner Poitras, seconded by Commissioner Oglesby, the Commission selected Commissioner Leffel as the Commission Chair and Commissioner Gourley as Vice Chair by the following Roll Call Vote.

Motion Carried:

AYES: Commissioners: Alejo, Craig, Lopez, Oglesby, Poitras, Leffel  
NOES: Commissioners: None  
ALTERNATES: Commissioners: Root Askew, Kong, Snodgrass, Velazquez (Non-Voting)  
ABSENT: Commissioners: None  
ABSTAIN: Commissioners: None

Chair Leffel thanked Commissioner Lopez for his year as Commission Chair.

### Consent Agenda

*All items on the Consent Agenda will be approved in one motion and there will be no discussion on individual items, unless a Commissioner or member of the public requests a specific item to be pulled from the Consent Agenda for separate discussion.*

5. Approve finding, pursuant to AB 361 and in order for the Commission to continue to meet remotely, that the COVID-19 pandemic state of emergency declared by Governor Newsom is still in effect; that the Commission has reconsidered the circumstances of the state of emergency; and that the Monterey County Health Officer continues to recommend social distancing measures for meetings of legislative bodies.

Recommended Action: Pursuant to AB 361 and in order for the Commission to continue to meet remotely, the Commission finds: that the COVID-19 pandemic state of emergency declared by

Governor Newsom is still in effect; that the Commission has reconsidered the circumstances of the state of emergency; and that the Monterey County Health Officer continues to recommend social distancing measures for meetings of legislative bodies of local agencies.

6. Approve Draft Minutes from the April 25, 2022 LAFCO Regular Meeting.  
Recommended Action: Approve minutes.
7. Approve Draft Notes from the May 5, 2022 LAFCO Budget & Finance Committee Meeting.  
Recommended Action: Approve notes.
8. Approve Bank Warrant Register for April 2022.  
Recommended Action: Approve bank register.
9. Approve Draft Financial Statements for Period Ending March 31, 2022.  
Recommended Action (By Budget & Finance Committee): Approve the financial statements.
10. Adopt Resolution 22-09 Approving Amendments to Salary Ranges for the Analyst and Clerk Job Classifications, with an Effective date of July 1, 2022.  
Recommended Action: Accept report.
11. Accept Report on Anticipated Agenda Items and Progress Report on LAFCO Special Studies.  
Recommended Action: Accept report.
12. Accept Report on Activities of the California Association of Local Agency Formation Commissions.  
Recommended Action: Accept report.

Commissioner Snodgrass requested clarification regarding Item #9. Staff and Chair Leffel responded to the question.

Commissioner Action:

Upon motion by Commissioner Lopez, seconded by Commissioner Gourley, the Commission approved Consent Agenda Items #5 - #12 by a Roll Call Vote.

Motion Carried:

AYES: Commissioners: Alejo, Craig, Lopez, Oglesby, Poitras, Gourley, Leffel  
NOES: Commissioners: None  
ALTERNATES: Commissioners: Root Askew, Kong, Snodgrass, Velazquez (Non-Voting)  
ABSENT: Commissioners: None  
ABSTAIN: Commissioners: None

Executive Officer's Communications

*The Executive Officer may make brief announcements about LAFCO activities, for information only.*

13. Executive Officer's Communications

- (a) Greenfield-Area Public Agencies.

Principal Analyst Darren McBain presented the report for information only.

There were no public comments.

Commissioner Velazquez asked a question regarding training for the special districts.

Principal Analyst McBain and Senior Analyst Brinkmann responded to Commissioner Velazquez. There were additional comments General Counsel Donlon, Commissioner Lopez, and Commissioner Kong.

### Closed Session

14. Pursuant to Government Code Section 54956.9(d)(1), the Commission will confer with legal counsel regarding existing litigation: *Monterey Peninsula Water Management District v. Local Agency Formation Commission of Monterey County; Commissioners of the Local Agency Formation Commission of Monterey County; and DOES 1 through 20*, (Monterey County Superior Court Case No. 22CV000925).

### Public Comments on Closed Session Items

There were no public comments.

### The Commission Recesses for Closed Session Agenda Items

*Closed Session may be held at the conclusion of the Commission's Regular Agenda, or at any other time during the course of the meeting, before or after the scheduled time, announced by the Chairperson of the Commission. The public may comment on Closed Session items prior to the Board's recess to Closed Session.*

Commissioner Alejo recused himself from Closed Session and left the meeting at 4:28 p.m.

The Commission ADJOURNED to Closed Session at 4:29 p.m.

### Reconvene on Public Agenda Items

The Commission RECONVENED to Open Session at 4:42 pm

### Roll Call

Commissioner Root Askew  
Commissioner Craig  
Commissioner Kong  
Commissioner Lopez  
Commissioner Oglesby  
Commissioner Poitras  
Commissioner Snodgrass  
Commissioner Velazquez  
Vice Chair Gourley  
Chair Leffel

### Read Out from Closed Session by LAFCO General Counsel

*Read out by General Counsel will only occur if there is reportable action (s).*

General Counsel Kelly Donlon advised that there were no reportable items.

### Commissioner Comments

*Individual Commissioners may comment briefly on matters within the jurisdiction of LAFCO. No discussion or action is appropriate, other than referral to staff or setting a matter as a future agenda item.*

There were no comments from the Commissioners.

### Adjournment to the Next Meeting

The meeting was adjourned at 4:44 p.m. The next Regular LAFCO Meeting is scheduled for Monday, June 27, 2022 at 4:00 p.m.

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