

**2023**

**Commissioners**

**Chair**

Mary Ann Leffel  
*Special District Member*

**Vice Chair**

Matt Gourley  
*Public Member*

Luis Alejo

*County Member*

Wendy Root Askew

*County Member, Alternate*

Kimbley Craig

*City Member*

David Kong

*Special District Member, Alternate*

Christopher Lopez

*County Member*

Ian Oglesby

*City Member*

Warren Poitras

*Special District Member*

Steve Snodgrass

*Public Member, Alternate*

Anna Velazquez

*City Member, Alternate*

**Counsel**

Kelly L. Donlon

*General Counsel*

**Executive Officer**

Kate McKenna, AICP

132 W. Gabilan Street, #102  
Salinas, CA 93901

P. O. Box 1369  
Salinas, CA 93902

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[www.monterey.lafco.ca.gov](http://www.monterey.lafco.ca.gov)

## *Special Meeting MINUTES*

### LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

Adopted March 27, 2023

Monday, January 23, 2023

*All Commissioners and public participated in the meeting on Monday, January 23, 2023 by Zoom video conference or telephone.*

#### Call to Order

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

#### Roll Call

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

#### Members Absent (Excused Absence)

Commissioner Alejo  
Commissioner Lopez

#### Staff Present

Kate McKenna, Executive Officer  
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 Gourley led the Pledge of Allegiance.

Senior Analyst Brinkmann introduced Ana Vidales, Interpreter for the meeting.

### General Public Comments

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

There were no public comments.

General Counsel Donlon provided a brief update on AB 361.

### Special Business

- 0.1 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.

(CEQA: Not a Project under California Environmental Quality Act Guidelines Section 15378).

#### Commissioner Action:

Upon motion by Commissioner Poitras, seconded by Commissioner Craig, the Commission approved the finding pursuant to AB 361 and in order for the Commission to continue to meet remotely; 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.

Motion Carried (Roll Call Vote):

AYES: Commissioners: Root Askew\* (voting in the absence of Commissioner Alejo and Lopez), Craig, Oglesby, Poitras, Vice Chair Gourley, Chair Leffel  
NOES: Commissioners: None  
ALTERNATES: Commissioners: Snodgrass, Stephens, Velazquez (Non-Voting)  
ABSENT: Commissioners: Alejo, Lopez  
ABSTAIN: Commissioners: None

### Adjournment to the Next Meeting

The next (remote) Regular LAFCO Meeting scheduled for Monday, January 23, 2023, commenced immediately following the special meeting.

*The Political Reform Act requires that a participant in a LAFCO of Monterey County proceeding who has a financial interest in a change of organization or reorganization proposal and who has made a campaign contribution of more than \$250 to any commissioner in the past year must disclose the contribution. If you are affected, please notify the Commission's staff before the hearing.*

Pursuant to Government Code Section 54957.5, public records that relate to open session agenda items that are distributed to a majority of the Commission less than seventy-two (72) hours prior to the meeting will be made available to the public on the LAFCO of Monterey County website at [www.monterey.lafco.ca.gov](http://www.monterey.lafco.ca.gov).

***AMERICANS WITH DISABILITIES ACT (ADA):*** All regular and special meeting agendas and associated reports are available at [www.monterey.lafco.ca.gov](http://www.monterey.lafco.ca.gov). Any person with a disability under the ADA may receive a copy of the agenda or associated reports upon request. Any person with a disability covered under the ADA may also request a disability-related modification or accommodation, including auxiliary aids or services, to participate in a public meeting. Requests for copies of meeting documents and accommodations shall be made with LAFCO of Monterey County staff at (831) 754-5838 at least three business days prior to the respective meeting.

**2023**

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*Special District Member*

**Vice Chair**

Matt Gourley  
*Public Member*

Luis Alejo

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*County Member, Alternate*

Kimbley Craig

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## *Regular Meeting MINUTES*

### LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

Adopted March 27, 2023

Monday, January 23, 2023

*All Commissioners and public participated in the meeting on Monday, January 23, 2023 by Zoom video conference or telephone.*

#### Call to Order

The Local Agency Formation Commission was called to order by Chair Leffel at 4:05 p.m.

#### Roll Call

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

#### Members Absent (Excused Absence)

Commissioner Alejo  
Commissioner Lopez

#### Staff Present

Kate McKenna, Executive Officer  
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

Chair Leffel dispensed with the Pledge of Allegiance, following the Pledge of Allegiance at the Special Meeting held prior to the Regular Meeting.

## Special Business

- a. Resolution of Appreciation – Luis Alejo for Distinguished Service.  
Recommended Action: It is recommended that the Commission receive a presentation by Chair Leffel and adopt a Resolution.  
(CEQA: Not a Project under California Environmental Quality Act Guidelines Section 15378).
- b. Resolution of Appreciation – Chris Lopez for Distinguished Service.  
Recommended Action: It is recommended that the Commission receive a presentation by Chair Leffel and adopt a Resolution.  
(CEQA: Not a Project under California Environmental Quality Act Guidelines Section 15378).
- c. Oath of Office for County Member Commissioners Wendy Root Askew, Glenn Church, and Mary Adams.  
Recommended Action: It is recommended that Chair Leffel administer the Oath of Office to Commissioners Wendy Root Askew, Glenn Church, and Mary Adams.  
(CEQA: Not a Project under California Environmental Quality Act Guidelines Section 15378).
- d. Oath of Office for City Member Commissioner Kimbley Craig.  
Recommended Action: It is recommended that Chair Leffel administer the Oath of Office to Commissioner Kimbley Craig.  
(CEQA: Not a Project under California Environmental Quality Act Guidelines Section 15378).

Chair Leffel presented the Special Business Resolutions and administered the Oaths of Office.

There were comments from members of the public.

There were comments from Commissioners Root Askew, Oglesby, Velazquez and Craig.

## Public Comments on Closed Session Items

There were no comments from members of the public.

Commissioners Adams and Oglesby recused from Item #1 of Closed Session.

## 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.*

The Commission ADJOURNED to Closed Session at 4:37 p.m.

## Closed Session

1. 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 Superior Court Case No. 22CV000925).  
(CEQA: Statutory Exemption, California Environmental Quality Act Guidelines Section 15270.)

2. Pursuant to Government Code Section 554957.6, the Commission will confer regarding labor negotiations for the position of Executive Officer of LAFCO of Monterey County.  
(CEQA: Not a Project under California Environmental Quality Act Guidelines Section 15378)

### Reconvene on Public Agenda Items

The Commission RECONVENED to Open Session at 5:21 p.m.

### Roll Call

Commissioner Adams  
Commissioner Root Askew  
Commissioner Church  
Commissioner Craig  
Commissioner Kong  
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.

### General Public Comments

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

There were no general comments from the public.

### 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.*

3. Approve Draft Minutes from the December 19, 2022 Special LAFCO Commission Meeting.  
Recommended Action: Approve minutes.  
(CEQA: Not a Project under California Environmental Quality Act Guidelines Section 15378).
4. Accept the November 30, 2022 Draft Balance Sheet and Income Statement.  
Recommended Action: Accept statements for information only.  
(CEQA: Not a Project under California Environmental Quality Act Guidelines Section 15378).
5. Accept the December 31, 2022 Draft Balance Sheet and Income Statement.  
Recommended Action: Accept statements for information only.  
(CEQA: Not a Project under California Environmental Quality Act Guidelines Section 15378).

6. Accept Report on Anticipated Agenda Items and Progress Report on LAFCO Special Studies.  
Recommended Action: Accept report for information only.  
 (CEQA: Not a Project under California Environmental Quality Act Guidelines Section 15378).
7. Accept Report on Activities of the California Association of Local Agency Formation Commissions.  
Recommended Action: Accept report for information only.  
 (CEQA: Not a Project under California Environmental Quality Act Guidelines Section 15378).

A member of the public requested Item #7 be pulled for separate discussion.

Commissioner Action:

Upon motion by Commissioner Craig, seconded by Commissioner Oglesby, the Commission approved Consent Agenda Items #3 – #6 by a Roll Call Vote.

Motion Carried (Roll Call Vote):

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

Senior Analyst gave a report on the activities of CALAFCO.

Commissioner Action:

Upon motion by Commissioner Craig, seconded by Commissioner Poitras, the Commission unanimously approved Consent Agenda Item #7 by a Roll Call Vote.

Motion Carried (Roll Call Vote):

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

**New Business**

8. LAFCO Budget and Finance Committee Appointment.  
Recommended Action: Appoint a Commissioner to the Budget and Finance Committee to fill a vacancy.  
 (CEQA: Not a Project under California Environmental Quality Act Guidelines Section 15378).

Committee Action:

Upon nomination and motion by Commissioner Gourley, seconded by Commissioner Root Askew the Committee appointed Commissioner Church to the Budget and Finance Committee to fill a vacancy.

Motion Carried (Roll Call Vote):

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

9. California Association of Local Agency Formation Commissions – Coastal Region County Member Vacancy.

Recommended Actions:

1. Receive information regarding a vacancy on the CALAFCO Board of Directors and
2. Identify any County Member Commissioner interested in filling the vacancy.  
(CEQA: Not a Project under California Environmental Quality Act Guidelines Section 15378).

Executive Officer McKenna presented the report and answered questions from Chair Leffel and Commissioner Root Askew.

There were no comments from the public.

Committee Action:

Upon motion by Commissioner Root Askew and second by Commissioner Church, the Commission nominated Commissioner Root Askew to fill the vacancy on the CALAFCO Board of Directors for the unexpired term ending in October 2024.

Motion Carried (Roll Call Vote):

AYES: Commissioners: Root Askew, Church, Craig, Oglesby, Poitras, Vice Chair Gourley,  
Chair Leffel  
NOES: Commissioners: None  
ALTERNATES: Commissioners: Adams, 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.*

There were no items to report.

**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.*

Chair Leffel suggested the Commission consider amending the LAFCO meeting times to start earlier in the afternoon at the next regular meeting. General Counsel Donlon advised the discussion would require a review of the LAFCO bylaws.

There were comments from Commissioners Oglesby, Velazquez, Church, Craig, Root Askew and General Counsel Donlon.



The Commission shall add the item to the next regular meeting agenda.

### Adjournment to the Next Meeting

A motion to adjourn was made by Vice Chair Gourley, seconded by Commissioner Root Askew and unanimously approved by the Commission.

Chair Leffel adjourned the meeting at 5:51 pm. The next regular hybrid (in person & remote) LAFCO Meeting is scheduled for Monday, February 27, 2023 at 4:00 p.m.

*The Political Reform Act requires that a participant in a LAFCO of Monterey County proceeding who has a financial interest in a change of organization or reorganization proposal and who has made a campaign contribution of more than \$250 to any commissioner in the past year must disclose the contribution. If you are affected, please notify the Commission's staff before the hearing.*

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