



# VENTURA LOCAL AGENCY FORMATION COMMISSION

## MEETING MINUTES

Wednesday, October 21, 2015

Hall of Administration, Board of Supervisors Hearing Room  
800 S. Victoria Avenue, Ventura CA

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### OPENING

1. Call to Order

Chair Cunningham called the meeting to order at 9:00 A.M.

2. Pledge of Allegiance

Chair Cunningham led the Pledge of Allegiance.

3. Roll Call

The following Commissioners were present:

Commissioner Dandy  
Commissioner Freeman  
Commissioner Morehouse  
Commissioner Parks  
Commissioner Parvin  
Commissioner Zaragoza  
Chair Cunningham  
Alt. Commissioner Ross

4. Agenda Review

A. Hear Items 16 and 17 before Item 15.

Motion: Approve as modified: with Item 11 heard as a Regular Agenda Item  
Moved by Bruce Dandy, seconded by Linda Parks

Vote: Motion carried 7-0

Yes: Bruce Dandy, Elaine Freeman, Carl Morehouse, Linda Parks, Janice Parvin, John Zaragoza,  
and Lou Cunningham

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### COMMISSIONERS AND STAFF

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**COUNTY:**  
Linda Parks  
John Zaragoza  
*Alternate:*  
Steve Bennett

**CITY:**  
Carl Morehouse, Vice Chair  
Janice Parvin  
*Alternate:*  
Carmen Ramirez

**DISTRICT:**  
Bruce Dandy  
Elaine Freeman  
*Alternate:*  
Mary Anne Rooney

**PUBLIC:**  
Lou Cunningham, Chair  
*Alternate:*  
David J. Ross

**Executive Officer**  
Kai Luoma, AICP

**Analyst**  
Andrea Ozdy

**Office Manager/Clerk**  
Richelle Beltran

**Legal Counsel**  
Michael Walker

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## OPENING, CONTINUED

5. Commission Presentations and Announcements  
None

6. Public Comments  
None

## CONSENT ITEMS

7. Minutes of the Ventura LAFCo September 10, 2015 Special Meeting – Agricultural Mitigation Workshop

Motion: Approve  
Moved by Elaine Freeman, seconded by Linda Parks

Vote: Motion carried 7-0  
Yes: Bruce Dandy, Elaine Freeman, Carl Morehouse, Linda Parks, Janice Parvin, John Zaragoza, and Lou Cunningham

8. Minutes of the Ventura LAFCo September 16, 2015 Meeting

Motion: Approve  
Moved by Elaine Freeman, seconded by Linda Parks

Vote: Motion carried 6-0  
Yes: Bruce Dandy, Elaine Freeman, Linda Parks, Janice Parvin, John Zaragoza, and Lou Cunningham  
Abstain: Carl Morehouse

9. Ventura LAFCo Meeting Calendar for 2016

Motion: Approve  
Moved by Elaine Freeman, seconded by Linda Parks

Vote: Motion carried 7-0  
Yes: Bruce Dandy, Elaine Freeman, Carl Morehouse, Linda Parks, Janice Parvin, John Zaragoza, and Lou Cunningham

## CONSENT ITEMS, CONTINUED

10. LAFCo 15-15 Ventura County Waterworks District No. 1 Annexation – Toll Brothers  
Annexation of a vacant parcel (approximately 4.76 acres) and the contiguous portion of Grimes Canyon Road (approximately 1.05 acres) to Ventura County Waterworks District No. 1, to allow water and wastewater service for the development of a new single-family residence.

Motion: Approve

Moved by Elaine Freeman, seconded by Linda Parks

Vote: Motion carried 7-0

Yes: Bruce Dandy, Elaine Freeman, Carl Morehouse, Linda Parks, Janice Parvin, John Zaragoza, and Lou Cunningham

11. Budget to Actual Reports: August and September 2015

Motion: Receive and File; heard as a Regular Agenda Item

Moved by Elaine Freeman, seconded by Linda Parks

Vote: Motion carried 7-0

Yes: Bruce Dandy, Elaine Freeman, Carl Morehouse, Linda Parks, Janice Parvin, John Zaragoza, and Lou Cunningham

## PUBLIC HEARING ITEMS

12. Sphere of Influence Reviews/Updates

Review the sphere of influence for the following agencies, and determine that no sphere of influence update or municipal service review is necessary pursuant to Government Code § 56430(a):

Ojai Valley Sanitary District

Ventura County Service Area No. 3

Chair Cunningham opened the public hearing, Andrea Ozdy presented the staff report; with no public speakers, Chair Cunningham closed the public hearing.

Motion: Approve

Moved by Carl Morehouse, seconded by Janice Parvin

Vote: Motion carried 7-0

Yes: Bruce Dandy, Elaine Freeman, Carl Morehouse, Linda Parks, Janice Parvin, John Zaragoza, and Lou Cunningham

## PUBLIC HEARING ITEMS, CONTINUED

13. Sphere of Influence Review/Update

LAFCo 15-13S Ventura County Waterworks District No. 1

Determine that the sphere of influence update for Ventura County Waterworks District No. 1 (VCWD 1) is exempt from the California Environmental Quality Act (CEQA) pursuant to § 15061(b)(3) of the CEQA Guidelines; review and update the sphere of influence for VCWD 1 pursuant to Government Code § 56425(g); determine that no municipal service review is necessary for VCWD 1 pursuant to Government Code § 56430(a); and adopt Resolution LAFCo 15-13S making determinations and updating the sphere of influence for VCWD 1.

Chair Cunningham opened the public hearing, Andrea Ozdy presented the staff report; with no public speakers, Chair Cunningham closed the public hearing.

Motion: Approve

Moved by Janice Parvin, seconded by Elaine Freeman

Vote: Motion carried 7-0

Yes: Bruce Dandy, Elaine Freeman, Carl Morehouse, Linda Parks, Janice Parvin, John Zaragoza, and Lou Cunningham

14. Sphere of Influence Review/Update

LAFCo 15-14S Lake Sherwood Community Services District

Determine that the sphere of influence update for the Lake Sherwood Community Services District (LSCSD) is exempt from the California Environmental Quality Act (CEQA) pursuant to § 15061(b)(3) of the CEQA Guidelines; review and update the sphere of influence for the LSCSD pursuant to Government Code § 56425(g); determine that no municipal service review is necessary for the LSCSD pursuant to Government Code § 56430(a); and adopt Resolution LAFCo 15-14S making determinations and updating the sphere of influence for the LSCSD.

Chair Cunningham opened the public hearing, Andrea Ozdy presented the staff report; with no public speakers, Chair Cunningham closed the public hearing.

Motion: Approve

Moved by Linda Parks, seconded by Bruce Dandy

Vote: Motion carried 7-0

Yes: Bruce Dandy, Elaine Freeman, Carl Morehouse, Linda Parks, Janice Parvin, John Zaragoza, and Lou Cunningham

## CLOSED SESSION

15. Pursuant to Government Code § 54957, the Ventura Local Agency Formation Commission met in closed session to consider the following item:

Public Employee Performance Evaluation – Title: LAFCo Executive Officer  
Continued from September 16, 2015 Item 12

No Action Taken

## ACTION ITEMS

16. Professional Services Agreement for Audit Services – Vavrinek, Trine, Day & Co., LLP  
Adopt a Resolution approving a professional services agreement for audit services for fiscal year ended June 30, 2015, with Vavrinek, Trine, Day & Co., LLP for an amount not to exceed \$8,487 and authorizing the Chair to execute the agreement.  
Continued from September 16, 2015 Item 9

Kai Luoma presented the Staff Report.

Motion: Approve

Moved by John Zaragoza, seconded by Janice Parvin

Vote: Motion carried 7-0

Yes: Bruce Dandy, Elaine Freeman, Carl Morehouse, Linda Parks, Janice Parvin, John Zaragoza, and Lou Cunningham

17. Agricultural Mitigation Workshop Follow Up

Kai Luoma presented the Staff Report; and the following person spoke: Lynn Jensen.

Motion: Direct Staff to convene a Special Meeting as a follow-up to the September 10, 2015 Agricultural Mitigation Workshop. The Special Meeting should take place in a central location, when all Commissioners are available, include stakeholders, and provide a summary of both Agricultural Mitigation requirements of CEQA and policies of other LAFCos.

Moved by Carl Morehouse, seconded by Linda Parks

Vote: Motion carried 7-0

Yes: Bruce Dandy, Elaine Freeman, Carl Morehouse, Linda Parks, Janice Parvin, John Zaragoza, and Lou Cunningham

## **ACTION ITEMS, CONTINUED**

### 18. Compensation of the Executive Officer

Consideration of granting a merit increase for the LAFCo Executive Officer.

Continued from September 16, 2015 Item 13

Motion: Approve a 6% merit increase retroactive to July 19, 2015, for the LAFCo Executive Officer  
Moved by Bruce Dandy, seconded by John Zaragoza

Vote Not Taken

Motion: Approve a 5% merit increase retroactive to July 19, 2015, for the LAFCo Executive Officer  
Moved by Carl Morehouse, seconded by John Zaragoza

Vote: Motion carried 4-3

Yes: Bruce Dandy, Carl Morehouse, Linda Parks, and John Zaragoza

No: Elaine Freeman, Janice Parvin, and Lou Cunningham

### 19. Cancellation of the November 2015 Regular Meeting

Motion: Approve

Moved by Linda Parks, seconded by Lou Cunningham

Vote: Motion carried 7-0

Yes: Bruce Dandy, Elaine Freeman, Carl Morehouse, Linda Parks, Janice Parvin, John Zaragoza,  
and Lou Cunningham

## **EXECUTIVE OFFICER'S REPORT**

Kai Luoma asked the Commission to respond in a timely manner regarding their availability for a follow-up meeting to the September 10, 2015 Agricultural Mitigation Workshop; all apportionment payments have been received; and the next LAFCo meeting will be held on January 20, 2016.

## **COMMISSIONERS' COMMENTS**

Commissioner Zaragoza commended Kai Luoma's performance as the LAFCo Executive Officer and thanked him for his service.

Commissioner Parvin requested a future agenda item to review the Commission's policy regarding recording meetings.

Commissioner Morehouse concurred with Commissioner Parvin's request for a future agenda item to review the Commission's policy regarding recording meetings.

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**ADJOURNMENT**

Chair Cunningham adjourned the meeting at 11:29 A.M.

These Minutes were approved on January 20, 2016.

Motion: Commissioner Dandy

Second: Commissioner Freeman

Yes: Commissioners Cunningham, Dandy, Freeman, Parks, Parun, Zayasosa, + Morehouse

No: None

Abstain: None

1/20/2016 Cal C. Morehouse  
Date Chair, Ventura Local Agency Formation Commission