

**Voting Members**  
Jerry Gladbach  
Chair

Donald Dear  
1st Vice-Chair

Gerard McCallum  
2nd Vice-Chair

Kathryn Barger  
Richard Close  
Margaret Finlay  
John Mirisch  
Holly Mitchell  
Vacant  
(City of Los Angeles)

**Alternate Members**  
Lori Brogin-Falley  
Michael Davitt  
Janice Hahn  
David Lesser  
Mel Matthews  
Vacant  
(City of Los Angeles)

**Staff**  
Paul Novak  
Executive Officer

Adriana Romo  
Deputy Executive Officer

Amber De La Torre  
Doug Dorado  
Adriana Flores  
Michael Henderson  
Alisha O'Brien

80 South Lake Avenue  
Suite 870  
Pasadena, CA 91101  
Phone: 626/204-6500  
Fax: 626/204-6507

[www.lalafco.org](http://www.lalafco.org)

MINUTES OF THE LOCAL AGENCY FORMATION COMMISSION  
FOR THE COUNTY OF LOS ANGELES  
LIVE VIRTUAL MEETING

November 10, 2021

Present:

Jerry Gladbach, Chair

Richard Close  
Donald Dear  
Margaret Finlay  
Gerard McCallum  
John Mirisch  
Holly Mitchell

Lori Brogin-Falley, Alternate  
Michael Davitt, Alternate  
David Lesser, Alternate  
Mel Matthews, Alternate

Paul Novak, Executive Officer  
Tiffani Shin, Legal Counsel

Absent:

Kathryn Barger  
Janice Hahn, Alternate

Vacant:

City of Los Angeles, Member  
City of Los Angeles, Alternate Member

## 1 CALL MEETING TO ORDER

The meeting was called to order at 9:06 a.m. as a live virtual Commission meeting, with public comment accepted via e-mail, computer, or phone through the conclusion of public testimony.

## 2 PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chair Gladbach.

## 3 DISCLOSURE OF CAMPAIGN CONTRIBUTION(S)

The Executive Officer (EO) read an announcement, asking if any Commissioners had received a campaign contribution that would require disclosure or any other issue requiring recusal from any item on today's agenda (None).

## ANNOUNCEMENT

The EO indicated that today's meeting was being conducted pursuant to the Commission's Resolution of October 13<sup>th</sup>, which authorized this meeting to be conducted virtually, pursuant to Government Code Section 54953. Today's meeting was also being conducted pursuant to the County of Los Angeles "Best Practices to Prevent COVID-19". LAFCO's legal counsel reviewed the Commission's compliance with these provisions and has confirmed that the conduct of the virtual meeting is consistent with State law.

The EO noted that all public hearing notices, and the agenda, clearly afforded interested persons with the opportunity to submit written opposition or comments by e-mail, or via United States mail. For any communications received after the agenda was posted, staff forwarded copies via e-mail to the Commission (None). LAFCO staff continued to monitor e-mail, and comments received during the meeting and prior to the conclusion of each hearing item were read to the Commission (None).

## 4 SWEARING-IN OF SPEAKER(S)

The EO swore in two (2) members of the audience who planned to testify.

## AWARDS

Commissioner Close and Chair Gladbach were each awarded a commemorative plaque, 25 years and 20 years of service with LA LAFCO, respectively.

Commissioner Close indicated that this would be his last Commission meeting.

Commissioners McCallum and Hahn were each awarded a certificate of recognition for 10 years and 5 years of service with LA LAFCO, respectively.

The EO indicated that the commemorative plaques and certificates will be mailed to the respective Commissioners.

## 5 CONSENT ITEM(S)

The Commission took the following actions under Consent Items:

- a. Approved Minutes of October 13, 2021.
- b. Approved Operating Account Check Register for the month of October 2021.
- c. Received and filed update on Pending Proposals.
- d. Information Item(s) – Government Code §§ 56751 & 56857.  
(None).

MOTION: Finlay                      SECOND: Dear                      APPROVED: 7-0-0  
AYES: Close, Dear, Finlay, McCallum, Mirisch, Mitchell, Gladbach  
NOES: None.  
ABSTAIN: None.  
ABSENT: Barger

## 6 PUBLIC HEARING(S)

None.

## 7 PROTEST HEARING(S)

None.

## 8 OTHER ITEMS

The following item was called for consideration:

- a. Sativa Water System Annual Report.

The EO indicated that there were errors associated with the posting of this item and recommended that the Commission continue this item until the January 12, 2022 Meeting.

The Commission took the following action:

- Continued Agenda Item 8.a. to the January 12, 2022 Commission meeting without discussion.

MOTION: Finlay                      SECOND: Dear                      APPROVED: 7-0-0  
AYES:            Close, Dear, Finlay, McCallum, Mirisch, Mitchell, Gladbach  
NOES:            None.  
ABSTAIN:       None.  
ABSENT:        Barger

## 8 OTHER ITEMS

The following item was called for consideration:

- b. Selection of Photocopy Services Vendor.

Adriana Romo, Deputy Executive Officer (DEO), summarized the staff report concerning this item.

Commissioner Dear asked why staff did not choose the vendor with the lowest bid. The DEO indicated that the copier supplied by Canon Solutions America is superior to other copiers, and because Canon is located in Glendale, significantly closer to the LAFCO Office than the lowest bidder is.

The Commission took the following actions:

- Selected Canon Solutions America as the new photocopier vendor subject to the successful negotiation of a lease agreement; and
- Authorized the Executive Officer to negotiate and execute the lease agreement for the Canon image RUNNER ADVANCED DX C5860i with approval of LAFCO counsel.

MOTION: Finlay                      SECOND: Dear                      APPROVED: 7-0-0  
AYES:            Close, Dear, Finlay, McCallum, Mirisch, Mitchell, Gladbach  
NOES:            None.  
ABSTAIN:       None.  
ABSENT:        Barger

## 8 OTHER ITEMS

The following item was called for consideration:

- c. Independent Auditor's Report for Fiscal Year 2020-21.

The DEO summarized the staff report concerning this item.

Shannon Ayala (Certified Public Accountant, Davis Farr LLP) gave a brief presentation summarizing the audit findings. Ms. Ayala noted that there were no significant deficiencies, no

material errors, nor any incidents.

The Commission took the following action:

- Received and filed the enclosed Independent Auditor’s Report, audited financial statements, and associated documents for Fiscal Year 2020-21, ending June 30, 2021.

MOTION: Finlay                      SECOND: Dear                      APPROVED: 7-0-0  
AYES: Close, Dear, Finlay, McCallum, Mirisch, Mitchell, Gladbach  
NOES: None.  
ABSTAIN: None.  
ABSENT: Barger

## 8 OTHER ITEMS

The following item was called for consideration:

- d. Proposed Commission Meeting Schedule 2022.

The Commission took the following actions:

- Adopted a Commission Meeting Schedule for Calendar Year 2022; and
- Directed staff to post the adopted Commission Meeting Schedule for Calendar Year 2022 to the LAFCO website.

MOTION: Mitchell                      SECOND: McCallum                      APPROVED: 7-0-0  
AYES: Close, Dear, Finlay, McCallum, Mirisch, Mitchell, Gladbach  
NOES: None.  
ABSTAIN: None.  
ABSENT: Barger

## 9 LEGISLATION

The following item was called up for consideration:

- a. Legislative Update.

The EO summarized the staff report on this item.

The Commission took the following action:

- Received and filed the Legislative Update.

MOTION: Finlay                      SECOND: McCallum                      APPROVED: 7-0-0  
AYES: Close, Dear, Finlay, McCallum, Mirisch, Mitchell, Gladbach  
NOES: None.  
ABSTAIN: None.  
ABSENT: Barger

## 10 MISCELLANEOUS CORRESPONDENCE

- a. Letter of October 5, 2021, from Paul Novak to Bill Kruse, concerning independent special district appointments to the Commission.

No action was required by the Commission.

## 11 COMMISSIONERS' REPORT

Commissioner Lesser indicated that he attended a webinar, *The New Era: State of the State in terms of extreme weather, water & fire issues and what it means for LAFCos*, on Wednesday, November 3, 2021. Commissioner Lesser noted that it was a well-informed webinar.

## 12 EXECUTIVE OFFICER'S REPORT

- a. Written Update
- b. Verbal Update

The EO indicated that a written report was provided in the Agenda package.

The Commission authorized Chair Gladbach to make the decision (in December) concerning whether the January 12, 2022 meeting will be an in-person or virtual format.

Commissioner Mitchell indicated that meetings in the Board of Supervisors may include a hybrid approach, both in-person and virtual format (to be determined on a month-to-month basis).

The EO wished the Commission and staff, Happy Holidays, and a safe and healthy New Year.

[Commissioner Finlay left at 9:40 a.m.]

The Commission took the following action:

- Received and filed the Written Update and Verbal Update from the Executive Officer.

MOTION: Dear SECOND: Mitchell APPROVED: 7-0-0  
AYES: Close, Davitt (Alt. for Finlay), Dear, McCallum, Mirisch, Mitchell, Gladbach  
NOES: None.  
ABSTAIN: None.  
ABSENT: Barger, Finlay

13 PUBLIC COMMENT

None.

14 FUTURE MEETINGS

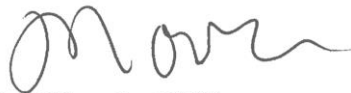
January 12, 2022

February 9, 2022

15 ADJOURNMENT MOTION

Chair Gladbach wished the Commission and staff, Happy Holidays and a happy New Year. The live virtual meeting was adjourned at 9:45 a.m.

Respectfully submitted,



Paul Novak, AICP  
Executive Officer