

MINUTES OF THE LAFCO MEETING

February 24, 2011

The County of Imperial Local Agency Formation Commission (LAFCO) convened a regular meeting on Thursday, February 24, 2011, at 8:30 a.m. in the IID Board Chambers, 1285 Broadway, El Centro, California.

Commissioners present: Snively, Edney, Ludwig, and Terrazas.

Staff present: Executive Officer Heuberger, Legal Counsel Turner and Holbrook, Clerk Bruce.

3. Approval of Minutes of December 16, 2010.
4. Approval of Minutes of January 13, 2011.
5. Approval of Consent Items:
 - A. Mr. Heuberger provided the Commission with an update for all projects going through LAFCO and answered any questions they had.

Motion made by Commissioner Ludwig and passed on the unanimous vote of all commissioners present to approve the Project Status Update.
 - B. Mr. Heuberger explained to the Commission the need for LAFCO to have their own I.T. tech available on an as needed basis.

County CEO, Ralph Cordova, questioned the "as needed basis". Mr. Heuberger clarified that it would be at an hourly rate. Mr. Cordova suggested a cap on the amount of hours. The Commission made no change to the recommendation of the Executive Officer.

Motion made by Commissioner Ludwig and passed on the unanimous vote of all commissioners present to approve the Executive Officer to contract for I.T. services.
6. Public Comments:

County CEO, Ralph Cordova, requested that the Commission move Item #9 to Item #8 to accommodate his schedule. The commission agreed.

ANNOUNCEMENTS

7. A. Commissioner Edney updated the Commission regarding his CALAFCO Workshop held on February 17th & 18th.
- B. Announcements by Commissioners: None.
- C. Mr. Heuberger recommended that Commissioner Edney mention his recommendation to CALAFCO to send out a brief announcement recapping the CALAFCO Meetings to each area's representative to distribute to their Commissioners. Mr. Heuberger provided positive reinforcement of Commissioner Edney's recommendation.

ACTION DIRECTION ITEM(s)

8. Mr. Heuberger provided the Commission with a LAFCO 101 Presentation and briefly discussed the process of Tax Sharing Agreements.

Mr. Heuberger favored a Master Tax Agreement between the County and the Cities because it gets rid of delays. Although LAFCO cannot force the County and the Cities to create one.

Commissioner Edney said that LAFCO needs one to make things move smoothly, but that it has to be fair to the County and the Cities. In an annexation, the Cities are burdened with the responsibility of utilities, while the County is not, but they share just as much tax revenue. Commissioner Edney mentioned that not all projects will fit within the Master Tax Agreement.

Commissioner Snively said the 90 day limit to process a Tax Agreement should be met.

9. Continued discussion/direction/adoption of Personnel Policies, Employee Guidelines and documents necessary for LAFCO employee benefit programs, including but not limited to insurance.

Mr. Cordova expressed concerns with the administrative costs and wished to exclude "Vacation" from the title of Section 2.5.3. Mr. Heuberger commented that the administrative costs are compared to the County's. Mr. Cordova continued with "limited term" and "confidential" employees being defined differently in the Personnel Policies and the Handbook.

Mr. Cordova questioned where complaints against the Executive Officer should be directed, according to the handbook. Commissioner Snively said that complaints against the Executive Officer are directed to the Commission. Mr. Cordova requested clarification in the handbook for complaints against the Executive Officer under sections 2.1.2 and 2.1.3. Commissioner Snively agreed to the clarification and added that anyone with suggestions to the LAFCO Policy Manual are welcome to come forth.

Mr. Cordova noted that the page numbering was off and added that there was no cap on the amount of hours for "tuition reimbursement". Mr. Heuberger replied that LAFCO will reimburse for up to 3 classes per year subject to prior approval. Mr. Cordova suggested that LAFCO increase its reimbursement limit from \$150 per class to \$400 per class for up to 3 classes per year. Commissioner Edney requested that any item over budget to come back to the Commission.

Mr. Cordova mentioned that the LAFCO Personnel Policies were handed out at a meeting held with the County and the City Managers. Commissioner Edney commented that the Special Districts are not paying their share of the costs to LAFCO. Commissioner Snively said that the Special Districts chose not to join LAFCO. Mr. Heuberger said that they have tried to convince the Special Districts to join LAFCO. Commissioner Snively said that we should try again because they should be part of the LAFCO decision making.

Motion made by Commissioner Edney and passed on the unanimous vote of all commissioners present to approve the Personnel Policies & Employee Guidelines as amended.

10. Direction on contracting with a person/firm/agency to provide legal services for LAFCO:

Mr. Heuberger recommended the Commission approve Childers & Associates, and that Best, Best & Krieger with their expertise could always be hired as necessary. Commissioner Edney agreed with Mr. Heuberger.

Motion made by Commissioner Edney and passed on the unanimous vote of all commissioners present to approve a contract with Childers & Associates to provide legal services to LAFCO.

11. Discussion/direction regarding annual audit services:

Mr. Heuberger informed the commission that the contract with Hutchinson & Bloodgood was up, but recommended that we stay with them.

Motion made by Commissioner Ludwig and passed on the unanimous vote of all commissioners present to approve the use of Hutchinson & Bloodgood for annual audit services.

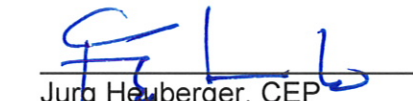
EXECUTIVE SESSION

13. Motion made by Commissioner Edney and passed on the unanimous vote of all commissioners present to approve going into Closed Session.

14. Adjournment

The meeting adjourned at 10:30 a.m.

Ed Snively, Vice-Chairman



Jurg Heuberger, CEP
Executive Officer to LAFCO