

MINUTES OF THE LAFCO MEETING

March 22, 2012

The County of Imperial Local Agency Formation Commission (LAFCO) convened a regular meeting on Thursday, March 22, 2012, at 8:30 a.m. in the IID Board Chambers, 1285 Broadway, El Centro, California.

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

Staff present: Executive Officer Heuberger, Clerk Bruce, and Accountant Carter.

4. Election of Chair and Vice-Chair.

Motion made by Commissioner Kelley and passed by the unanimous vote of all commissioners present to elect Commissioner Snively as Chairman.

Commission agreed to hold on voting for a Vice-Chairman until new Commissioners arrive and a full commission is present.

5. Approval of Minutes of November 17, 2011.

Motion made by Commissioner Kelly and passed by the unanimous vote of all commissioners present to approve the minutes.

6. Approval of the project status report.

Mr. Heuberger informed the Commission that he had met with Commissioner Castillo to update him on the LAFCO proceedings during his absence.

Mr. Heuberger informed the Commission of reactivated projects such as Palazzo and new projects such as Sol Orchard Solar Facility.

Commissioner Kelley asked as to the status of Rancho Porter, BR 1-08. Mr Heuberger said that he has verbally been told that they wanted to pursue it, but have not yet come back with it. He expected that the project will be returning, but not in the near future.

Commissioner Snively asked at what point projects become outdated, especially regarding environmental documents. Mr. Heuberger replied that projects, exemplified by the Miller-Burson project, EC 1-08, litigation prevented the project from moving forward. Significant environmental changes will have to be reviewed prior to the project being approved.

No action was taken on this item.

7. Public Comments: *None.*

ANNOUNCEMENTS

8. A. Announcements by the Commissioners: *None.*

B. Announcements by the Executive Officer:

Mr. Heuberger informed the Commission that the next scheduled (California Coalition of LAFCo's (CCL) meeting was previously scheduled to be held in the Imperial LAFCO office on April 24, 2012, but due to the Staff Workshop, will be rescheduled to May.

Mr. Heuberger also informed the Commission that the CCL has prepared an RFP to have audits done for all six LAFCOs. Costs will be less and the contract is for three years. He suggested that it is good to have financials reviewed by a new agency. Mr. Heuberger informed the Commission that they may vote of whether or not to do so during the May LAFCO meeting.

No action was taken on this item.

C. Project update on Imperial Center, HPUD 1-07 by the Executive Officer:

Mr. Heuberger reminded the Commission of their approval of the referenced project last June. The reimbursement agreement between HPUD, Mr. Lo, and Imperial County has been made and will be recorded as soon as outstanding fees are paid.

No action was taken on this item.

ACTION/DIRECTION ITEM(s)

9. Discussion/Direction regarding the appointment of the Public Alternate Member.

Mr. Heuberger informed the Commission that LAFCO has not received any applications for the Alternate Public Member. He suggested that the Commissioners email him suggestions for the position. After that, he will ask if they are interested and the Commission may vote on it later.

No action was taken on this item.

10. Update of LAFCO Policy & Procedure Manual.

Mr. Heuberger reminded the Commission that under the Cortese-Knox-Hertzberg Act, LAFCOs must adopt a policy and procedure manual. The 2012 update provided few changes, mostly editorial.

Motion made by Commissioner Kelly and passed by the unanimous vote of all commissioners present to approve the 2012 LAFCO Policy & Procedure Manual.

11. Adoption of updated CEQA Rules & Regulations.

According to CEQA regulations, each agency must have its own adopted rules. Prior to LAFCO becoming independent, LAFCO used the County's. LAFCO's new CEQA Rules & Regulations are somewhat identical to what they were previously; only references to the County have been removed.

Motion made by Commissioner Ludwig and passed by the unanimous vote of all commissioners present to approve the updated CEQA Rules & Regulations.

12. Budget Update.

A. LAFCO Building Refinance.

Effective January 2012, the monthly rate of building payments went from \$5,800 to \$2,300 due to the refinancing. LAFCO has saved about \$42,000 per year.

Commissioner Snively mentioned that he appreciated the efforts made to refinance.

13. Discussion/Direction/Approval regarding the LAFCO Draft 2012/2013 Budget for the upcoming fiscal year.

Mr. Heuberger reviewed line items of the 2012/2013 Budget along with an alternate budget which indicated less expenditures. Mr. Heuberger recommended to the Commission that Ryan Childers, of Childers & Associates be kept on contract for the next 3 years at a rate of \$5,000 per year.

Commissioner Snively commented that he is not fond of automatic salary increases. With the County freezing their wages, he believes that LAFCO should take a second look at annual increases. All Commissioners agreed.

Motion made by Commissioner Kelley and passed by the unanimous vote of all commissioners present to approve the LAFCO Draft 2012-2013 Budget.

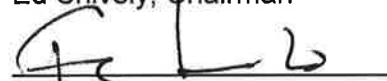
14. Update of LAFCO Fee Schedule.

Mr. Heuberger informed that Commission that LAFCO has adjusted the fee schedule. The only change made was the deposit, which increased from \$3,000 to \$5,000. He noted that it would save some time from continuous billing.

15. Adjournment

The meeting adjourned at 9:26 a.m.

Ed Snively, Chairman



Jurg Heuberger, CEP, AICP
Executive Officer to LAFCO