

## MINUTES OF THE LAFCO MEETING

May 24, 2012

The County of Imperial Local Agency Formation Commission (LAFCO) convened a regular meeting on Thursday, May 24, 2012, at 8:30 a.m. in the IID Board Chambers, 1285 Broadway, El Centro, California.

Commissioners present: Snively, Kelley, Ludwig, Campbell and Castillo.

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

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3. Introduction of new Commissioners.

Commissioner Snively welcomed newly appointed Commissioner Campbell to the LAFCO Commission.

No action was taken on this item.

4. Approval of Minutes from March 22, 2012.

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

6. Public Comments: *None.*

### ANNOUNCEMENTS

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

B. Announcements by the Executive Officer:

Mr. Heuberger welcomed Commissioner Campbell and alternate Commissioner Jackson to LAFCO. Mr. Heuberger reviewed Mr. Jackson's status as not yet being an official LAFCO Commissioner until he is appointed by name by the City Select Committee.

Mr. Heuberger informed the Commission that CALAFCO Executive Director, Bill Chait will be retiring from his position in September. CALAFCO is currently in the process of recruiting a new Executive Director.

Mr. Heuberger also announced that in the fall, Imperial LAFCO will be hosting the California Coalition of LAFCO's (CCL) meeting.

No action was taken on this item.

### PUBLIC HEARING ITEM(S)

10. Public hearing to consider the approval of EC 8-04, Miller-Burson Annexation.

Commissioner Snively requested approval from the Commission to move this item forward, as scheduled on the agenda and for the convenience of those in the audience.

Commissioner Snively read aloud the letter from the applicant, WWS-Burson, LLC. requesting to pull the project from the LAFCO Agenda.

The Commissioners agreed not to hear the project but would listen to concerns of the public regarding the Miller-Burson project, who would likely be unable to make it to the September hearing date.

Applicant, Steve Hyman of Westmount Properties apologized for postponing the project hearing. Tom DuBose, Stuart Chelin and others related to the Miller-Burson project were unable to attend this meeting. Mr. Hyman said that they did not have ample time to review and discuss the conditions set by LAFCO. Commissioner Snively asked if the future hearing date of September 27, 2012 would be a good time to bring this project back before the Commission. Mr. Hyman agreed.

Several residents of Lotus Lane proposed questions to the Commission they wished to be answered at the following hearing in September. Residents include: Robert Harold, Laura Ness, and Vishwa Kapoor.

Mr. Heuberger announced to the public that public notices to surrounding land owners are mailed out 21 days in advance of the public hearing date. LAFCO also provides all hearing backup on our webpage as well as hard copies available for pickup in our office. Mr. Heuberger requested that any property owners who did not previously receive a public notice to write down their names and addresses. He also invited anyone to come into our office to ask any questions they may have.

Motion made by Commissioner Castillo and passed by the unanimous vote of all commissioners present to accept the applicant's request for the item cancellation.

*NOTE: During the meeting recess, the Applicant, Mr. Hyman, advised Mr. Heuberger that the September 27<sup>th</sup> date may not work for him. He would advise us prior to LAFCO mailing out any notices. In the event that the Miller-Burson project will not be heard on September 27<sup>th</sup>, notices will be sent out to surrounding land owners advising them of the new date.*

#### ACTION/DIRECTION ITEM(S)

8. Discussion/Direction/Approval to enter into contract with White Nelson Diehl Evans, LLP. to prepare audits for a 3 year contract in participation with the CCL.

The CCL put out a Request for Audit Services in which respondents were narrowed down and the CCL ultimately chose White Nelson Diehl Evans, LLP.

For the last 5 years, Imperial LAFCO has retained use from Hutchinson & Bloodgood for audit services. Mr. Heuberger recommended that joining the CCL in retaining White Nelson Diehl Evans, LLP. would not only be cost-effective, but be a good idea to get a different perspective from a different firm.

Motion made by Commissioner Kelley and passed by the unanimous vote of all commissioners present to approve the contact with White Nelson Diehl Evans, LLP.

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

Due to the refinancing of the LAFCO building, loan payments have been reduced substantially.

Commissioner Ludwig noted that most cities have some sort of contingency funds and LAFCO has no such policy to reserve a specific amount of funds. Mr. Heuberger added that the Commission has never voted to do so and historically never had the benefit of doing so.

Commissioner Kelley asked about staff salary reductions. Being that the County has frozen their staff wages, the Commission agreed to hold off on merit increases for staff for the following fiscal year.

Commissioner Snively recommended applying contingency funds towards next year's budget as to save money for the Cities and the County.

Commissioner Castillo asked about the \$42k spent in office expenses. Mr. Heuberger explained that unforeseen costs such as the purchase of a new plotter machine and updating computer equipment have contributed to the higher budget. Also mentioned is the update of the LAFCO webpage.

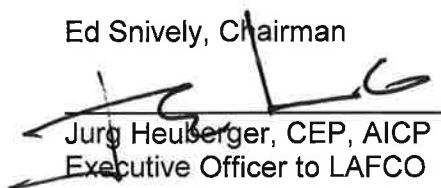
Adjustments recommended by the Commission: Freeze on the merit increases for staff and \$40k transfer from contingency funds.

Motion made by Commissioner Ludwig and passed by the unanimous vote of all commissioners present to approve the LAFCO 2012/2013 Budget total budget of \$432,030 with amendments.

11. Adjournment

The meeting adjourned at 9:50 a.m.

Ed Snively, Chairman



Jurg Heuberger, CEP, AICP  
Executive Officer to LAFCO