

SAN BENITO LOCAL AGENCY FORMATION COMMISSION

April 26, 2007

Minutes

PRESENT: Alvarez, De La Cruz, Edge, Valdivia,

ABSENT: Monaco

STAFF: Interim Executive Officer (IEO) Art Henriques; Deputy County Counsel (DCC) Shirley Murphy; Clerk Judi Johnson.

Chair Alvarez opened the meeting at 5:15 p.m. by asking all present to join in the pledge of allegiance to the flag. He then reiterated the standing rules of order.

OPPORTUNITY FOR PUBLIC COMMENT

Chair Alvarez opened and then closed the public hearing as there were none present to address matters not on the agenda.

CONSENT AGENDA

1. Acknowledge Certificate of Posting
2. Approval of Minutes of March 22, 2007
3. Report of the Special Meeting April 4, 2007

COMMISSIONERS VALDIVIA/De La CRUZ MOTIONED TO APPROVE THE CONSENT AGENDA, AS PRESENTED. THE MOTION PASSED (4-0-0-1) WITH THE FOLLOWING VOTE: AYES: ALVAREZ, De La CRUZ, EDGE, VALDIVIA; NOES: NONE; ABSTAIN: NONE; ABSENT: MONACO; (It was noted that Chair Alvarez abstained on Item 2 as he had not been present at the meeting)

INTRODUCTIONS

Carolyn Schaffer of Dudek and Associates was introduced as the consultant working on the required MSRs and the Spheres of Influence studies. Responding to questions, Ms. Schaffer updated the Commissioners as to work completed to date and an outline of the timeline for completion of the project.

REGULAR AGENDA

Report: CALAFCo Staff Conference attendance April 11-13, 2007.

Judi Johnson thanked IEO Henriques for recommending her attendance at the recent CALAFCO staff conference. Ms. Johnson gave a brief overview of the benefits received by attendance. She reported that a great benefit was meeting Executive Officers from other Counties who had received her well, with offers of assistance for issues in San Benito County. Ms. Johnson also reported that many issues of legal requirements regarding postings, and notices of meetings had been discussed during sessions.

Report: Executive Officer recruitment status:

IEO Henriques reported on the meetings with the County HR Department regarding the job announcement, the recruitment and typical benefits for a part-time position.

Commissioner De La Cruz asked for a comparison of the workload: full time versus part time. He expressed frustration with the pace of the recruitment and said, "I want to get on-line. We are so far behind and we need tools for getting things done."

IEO Henriques noted of the recruitment deadline of May 11, 2007. He reported that HR staff thought the circulation of the job announcement was going well. He said it had been discussed that applications received by May 11 should be considered and not have extensions. He assured the Commissioners HR was aware of the Commission's interest to have a selection made soon.

It was noted that to date, no applications had been received. Chair Alvarez commented, "Let's be optimistic and see what May 11 brings."

Public member alternate Ray Pierce was present and reminded that he understood the original discussion was this was a 'first phase' with the possibility of moving the recruitment effort to a larger area – possibly national, if needed. This elicited considerable discussion of the actual hiring of an Executive Officer.

LAFCo Draft Budget for Fiscal Year 2007-2008 distribution

IEO Henriques presented the staff report and highlighted the following:

- Draft Budget work sheet
- Clerk salary for transition period
- mandated finish of MSR/& Sphere study by December 31
- number of County pockets within City of Hollister boundaries
- increased costs for Professional Services (such as if went to outside Legal Counsel)
- postings
- ethics training
- current budget: previously revenue covered budget so no assessments to Cities (in surplus this year)
- possible assessments to Cities for next fiscal year
- fee schedule – need to consider update?
- ‘low activity’ of recent Commission meetings – likely to increase when City of Hollister moratorium lifted
- discussion of costs
- RDE incentives to property owners?
- infill
- projects to be annexed ~~ housing element affected
- City of Hollister backlog of project applications; LAFCO may need to help ‘play catch-up’

IEO Henriques noted that the actual budget proposal will be presented for adoption May 24, 2007 at the regular meeting.

Announcements/comments

IEO Henriques noted of the regular meeting on May 24, 2007.

Commissioners suggested agendaizing discussion of Water Districts and/or other special districts becoming members of LAFCo.

Chair Alvarez asked if a location for the LAFCo Office had been discussed. IEO Henriques said at least ‘two spaces would be needed: one for the EO and one for the Clerk. He suggested it might be useful to have a letter prepared to send to the County asking when the County is planning to allocate space for LAFCO in the recently identified *Permit Center*. He said he thought it logical that the Permit Center would be a good place to accommodate ‘two spaces and office staff for LAFCo’.

ADJOURNMENT:

COMMISSIONERS VALDIVIA/De La CRUZ MOTIONED FOR ADJOURNMENT. THE MOTION CARRIED (4-0-0-1) WITH THE FOLLOWING VOTE: AYES: ALVAREZ, De La CRUZ, EDGE, VALDIVIA; NOES: NONE; ABSTAIN: NONE; ABSENT: MONACO. CONSEQUENTLY, CHAIR ALVAREZ ADJOURNED THE MEETING AT 5:46 P.M.

Minutes recorded and transcribed by:

Judi Johnson

Attest:

DoP Art Henriques