



AGENDA ITEM 6.B.

MEETING: April 21, 2020
TO: Trinity LAFCo Commissioners
FROM: Colette Metz Santsche, Executive Officer & Kathy Bull, Administrator/Clerk
SUBJECT: Professional Services Contracts for Executive Officer and Clerk

BACKGROUND

Local Agency Formation Commissions (LAFCos) are individually responsible under the Cortese-Knox-Hertzberg Local Governmental Reorganization Act of 2000 for making their own provisions for personnel and facilities. In making their own provisions, LAFCos may choose to contract with a public or private entity in accordance with Government Code Section 56380. The CKH Act also prescribes personnel requirements for LAFCo under Government Code Section 56384, and marked by appointing an executive officer to conduct and perform the day-to-day business of the agency. This statute also directs LAFCos to appoint additional staff as it deems appropriate in fulfilling its regulatory and planning duties.

DISCUSSION

Trinity LAFCo has no employees and began contracting with Planwest Partners Inc. for executive officer and clerk services beginning in fiscal year 2019-20. Both contracts may be renewed or extended by mutual written agreement. The typical term for contract extensions is one year. The Commission has the option to extend its current contracts or carry out a recruitment process.

RECOMMENDATION

Staff recommends the Commission discuss this item and provide direction for the next one-year contract period (July 1, 2020 – June 30, 2021) for executive officer and clerk services.