



Executive Officer's Report

To: Imperial LAFCo Commissioners

From: Tyler Salcido, Executive Officer *TRS*

Item #: 7a

Subject: Resolution No. 2026-XX, designating the Commission Chair as the primary Voting Delegate and the Executive Officer as the Alternate Voting Delegate for all CALAFCO business.

Date: January 22, 2026

Time: 8:30 a.m.

Location: El Centro City Council Chambers
1275 W. Main Street, El Centro, CA 92243

Report

BACKGROUND

The Commission is a member of the California Association of Local Agency Formation Commissions (CALAFCO). CALAFCO Bylaws and policies require that each member LAFCo designate a voting delegate and an alternate to represent their Commission during business meetings. These meetings occur annually at the CALAFCO Conference, periodically at regional meetings, and occasionally via mail-in ballot for Board elections or bylaw amendments.

DISCUSSION

Historically, this Commission has treated the appointment of voting delegates as a recurring agenda item, requiring action prior to every individual CALAFCO conference or meeting. This process requires staff to agendize the item repeatedly and necessitates a specific vote even when the Commission's intent, to be represented by leadership, remains unchanged.

To streamline administrative procedures and eliminate the need for repetitive agenda items, staff proposes adopting a standing resolution.

The attached Resolution designates the voting delegates by title of office rather than by the individual name of the Commissioner or Staff member. Specifically:

- Primary Voting Delegate: The Chair of the Commission.
- Alternate Voting Delegate: The Executive Officer.

This approach ensures that, as the Commission Chair rotates or if staff changes occur, the voting authority automatically transfers to the current officeholder without requiring a new resolution. The Executive Officer is designated as the alternate to ensure the Commission is represented in instances where the Chair cannot attend a specific regional meeting or conference business session.

This designation will remain in effect continuously for all CALAFCO matters (Annual Conference, Regional Meetings, and mail ballots) until the Commission decides to rescind or amend the resolution

FISCAL IMPACT

None

Options

- OPTION #1:** Adopt Resolution No. 2026-XX, designating the Commission Chair as the primary Voting Delegate and the Executive Officer as the Alternate Voting Delegate for all CALAFCO business.
- OPTION #2:** Adopt Resolution No. 2026-XX, designating alternative titles or persons as the primary Voting Delegate and Alternate Voting Delegate, and/or limit the designation term for all CALAFCO business.
- OPTION #3:** Decline to Adopt Resolution No. 2026-XX, designating the Commission Chair as the primary Voting Delegate and the Executive Officer as the Alternate Voting Delegate for all CALAFCO business.

Recommendation by the Executive Officer

Adopt Resolution No. 2026-XX, designating the Commission Chair as the primary Voting Delegate and the Executive Officer as the Alternate Voting Delegate for all CALAFCO business.

EXHIBIT A: Draft Resolution No. 2026-XX, designating the Commission Chair as the primary Voting Delegate and the Executive Officer as the Alternate Voting Delegate for all CALAFCO business.