

Local Agency Formation Commission OF KINGS COUNTY

CITY MEMBERS

Sid Palmerin
Dave Brown
Martin Devine, Alternate

COUNTY MEMBERS

Joe Neves - Chair
Doug Verboon – Vice Chair
Richard Valle, Alternate

PUBLIC MEMBERS

Dan Chin
Vernon Costa, Alternate

Greg Gatzka, Executive Officer, (559) 852-2682

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Community Development Agency at (559) 852- 2680 by 4:00 p.m. on the Monday prior to this meeting.

Agenda backup information and any public records provided to the Commission after the posting of the agenda for this meeting will be available for public review at the Kings County Community Development Agency, 1400 W. Lacey Blvd., Hanford, CA 93230.

AGENDA

**REGULAR MEETING DATE AND TIME:
Wednesday, March 27, 2019 at 3:00 P.M.**

The Local Agency Formation Commission of Kings County Regular Meetings are held in the Board of Supervisors Chambers in the Administration Building (Bldg. No. 1) of the Kings County Government Center located at 1400 West Lacey Blvd., Hanford, CA.

I. CALL MEETING TO ORDER – Chairman

A. Unscheduled Appearances:

Any person may address the Commission on any subject matter within the jurisdiction or responsibility of the Commission at the beginning of the meeting; or may elect to address the Commission on any agenda item at the time the item is called by the Chair, but before the matter is acted upon by the Commission. Unscheduled comments will be limited to five minutes.

B. Election of Officers – Chairman and Vice Chair for Calendar Year 2019

C. Approval of May 23, 2018 Minutes (Voice Vote)

II. OLD BUSINESS

None

III. NEW BUSINESS

A. 2019 CALAFCO Staff Workshop

1) Authorization to attend

B. LAFCO Preliminary Budget FY 2019-2020

1) Executive Officer's Report

2) Set the first Public Hearing for April 24, 2019

IV. LEGISLATION

None

V. MISCELLANEOUS

- A. Correspondence –**
- B. Items from the Commission -**
- C. Staff Comments –**

VII. ADJOURNMENT

- A. Next Scheduled Meeting – Regular Meeting Date April 24, 2019 at 3:00 p.m.**

LOCAL AGENCY FORMATION COMMISSION MINUTES

CITY MEMBERS

Sid Palmerin
Justin Mendes
Sid Palmerin - Alternate

COUNTY MEMBERS

Joe Neves – Chair
Doug Verboon – Vice Chair
Richard Valle - Alternate

PUBLIC MEMBERS

Dan Chin
Vernon Costa - Alternate

CALL TO ORDER: A special meeting of the Local Agency Formation Commission of Kings County was called to order by Chairman, Joe Neves, at 3:02 p.m., on May 23, 2018 in the Board of Supervisors Chambers of the Kings County Government Center, located at 1400 W. Lacey Blvd., in Hanford, California.

COMMISSIONERS PRESENT: Joe Neves, Sid Palmerin, Justin Mendes,

COMMISSIONERS ABSENT: Doug Verboon, Dan Chin

STAFF PRESENT: Greg Gatzka – Executive Officer, Diane Freeman – County Counsel, Chuck Kinney – Assistant Executive Officer, Terri Yarbrough – Clerk

VISITORS PRESENT:

UNSCHEDULED APPEARANCES: None

APPROVAL OF MINUTES:

A motion was made and seconded (Mendes/Palmerin) to approve the minutes of the April 25, 2018 meeting. Motion carried unanimously, with Verboon and Chin absent.

OLD BUSINESS:

LAFCO Preliminary Budget FY 2018-2019

Mr. Gatzka reported that no changes had been made to the budget and no correspondence was received. Chairman Neves opened the public hearing and asked if there was anyone wanting to testify regarding the proposed budget. Seeing none, he closed the Public Hearing.

A motion was made and seconded (Mendes/Palmerin) to approve the budget as presented. Motion carried unanimously with Verboon and Chin absent.

Independent Special District Committee

Mr. Gatzka reported that the LAFCO process established by this Commission to have a Special District Representative for the Kings County Consolidated Oversight Board is complete. This Board is organized by the Kings County Finance Department. Only one nomination for the Special District Representative was received and Bill Gundacker from the Kings Mosquito Abatement was appointed as the Special District Representative. This item was informational only.

NEW BUSINESS

LEGISLATION

None

MISCELLANEOUS

- A. **Correspondence** – Mr. Gatzka showed a CALAFCO video intended to help the public and agencies to understand the CALAFCO Association’s role.
- B. **Items from the Commission** – None
- C. **Staff Comments** – None

ADJOURNMENT – With no further business before the Commission, the meeting was adjourned at 3:14 p.m.

- A. **A meeting is scheduled for June 27, 2018 at 3:00 p.m.**

Respectfully submitted,

**LOCAL AGENCY FORMATION COMMISSION
OF KINGS COUNTY**



Gregory R. Gatzka, Executive Officer

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Local Agency Formation Commission OF KINGS COUNTY

Date: March 27, 2019

To: LAFCO Commissioners
From: Greg Gatzka, Executive Officer

Subject: Request Authorization for staff to attend the 2019 CALAFCO Staff Workshop

Background

Historically, the Executive Officer and the one LAFCO Staff member attend each year's CALAFCO Staff Workshop to keep up to speed and informed on the latest LAFCO processing changes and best management practices. LAFCO continues to contract with the Kings County Community Development Agency (CDA) for staff to serve as LAFCO staff.

The LAFCO FY Budget for 2018/2019 planned for the attendance of LAFCO staff members to attend this year's CALAFCO Staff Workshop. This year's Staff Workshop runs from April 10th – April 12th and will be in San Jose, CA at the Holiday Inn Silicon Valley and hosted by Santa Clara LAFCo. Registration is \$310 per person for LAFCO members and an added Mobile Workshop will be held the morning of April 10th for an additional \$50. The following expenses are estimated for this workshop for two staff:

Registration: \$720 for two attendees
Hotel: \$968 three nights each person (\$140 per night plus tax)
Travel: \$228 rental car and gas
Meals: \$250 per diem allowance adjusted for included meals

Estimated total
trip cost: \$2,166

The LAFCO FY Budget for 2018/2019 currently has \$6,700 left remaining in the In Service and the Training and Travel related accounts. This CALAFCO Staff Workshop is the only planned training remaining in this fiscal year, so there is sufficient funding available in the current budget and there should be an end of the year balance of approximately \$4,534.

Request

The Executive Officer requests LAFCO Commission authorization for himself and Chuck Kinney to attend the 2019 CALAFCO Staff Workshop.

Local Agency Formation Commission OF KINGS COUNTY

Date: March 27, 2019

To: LAFCO Commissioners

From: Greg Gatzka, Executive Officer

Subject: Preliminary LAFCO FY 2019/2020 Budget

Background

LAFCO is required to hold two public hearings prior to adoption of the LAFCO Budget. Historically, the LAFCO Executive Officer has provided a Preliminary LAFCO budget to the Commission in March and requests that the LAFCO Commission set budget hearings for regular meetings in April and May. State law requires that the LAFCO Budget be adopted by the end of May each year.

The Preliminary LAFCO FY Budget for 2019/2020 Budget is provided, but may have a few minor modifications as some Kings County associated costs are still being factored in. The overall budget, however, will be very close to this preliminary estimate. This budget will represent an increase from last year.

Recommend

The Executive Officer recommends that the LAFCO Commission set the first Public Hearing for the LAFCO FY 2019/2020 Budget on April 24, 2019 and direct staff to send notice to the county and each city.

LOCAL AGENCY FORMATION COMMISSION OF KINGS CO.

UNIT NUMBER:	280000
UNIT TITLE:	LAFCO
FUNCTION:	Pub. Safety
ACTIVITY:	Other Protect.

Fiscal Year 2019-2020

Department: Local Agency Formation Commission of Kings County (LAFCO)

Run date:

ACCOUNT DESCRIPTION		ACCT. NO.	Budget 18-19	To Date 3/1/19	Difference 3/1/19	% of Bud. Expended to Date	3/1/19 Estimated 18-19	DEPT. REQ'T 2019-2020	Change 18-19 to 19-20	% Change 18-19 to 19-20
SALARIES & BENEFITS:										
Regular Employees	91000	82-1010	\$ -	\$ -	\$ -	NA	\$ -	\$ 0	\$ -	N/A
Extra Help	91001	82-1020	\$ -	\$ -	\$ -	NA	\$ -	\$ 0	\$ -	N/A
Overtime	91002	82-1030	\$ -	\$ -	\$ -	NA	\$ -	\$ 0	\$ -	N/A
O.A.S.D.I.	91005	82-1100	\$ -	\$ -	\$ -	NA	\$ -	\$ 0	\$ -	N/A
Retirement	91007	82-1110	\$ -	\$ -	\$ -	NA	\$ -	\$ 0	\$ -	N/A
Health Insurance	91008	82-1120	\$ -	\$ -	\$ -	NA	\$ -	\$ 0	\$ -	N/A
Unemployment Insurance	91010	82-1122	\$ -	\$ -	\$ -	NA	\$ -	\$ 0	\$ -	N/A
Insurance-Work Comp.	91011	82-1123	\$ -	\$ -	\$ -	NA	\$ -	\$ 0	\$ -	N/A
Management Benefits	91012	82-1140	\$ -	\$ -	\$ -	NA	\$ -	\$ 0	\$ 0	N/A
TOTAL LABOR:			\$ -	\$ -	\$ -	N/A	\$ -	\$ 0	\$ 0	N/A

SERVICES & SUPPLIES:										
		ACCT. NO.	Budget 18-19	To Date 3/1/19	Difference 3/1/19	% of Bud. Expended to Date	3/1/19 Estimated 18-19	DEPT. REQ'T 2019-2020	Change 18-19 to 19-20	% Change 18-19 to 19-20
Communications	92006	82-212000	\$ 80	\$ 52	\$ 28	64.91%	\$ 78	\$ 80	\$ -	0.00%
Memberships	92027	82-220000	\$ 2,805	\$ 2,805	\$ -	100.00%	\$ 2,726	\$ 2,805	\$ -	0.00%
Office Expenses	92018	82-222000	\$ 250	\$ -	\$ 250	0.00%	\$ -	\$ 250	\$ -	0.00%
Record Storage Charges	92032	82-222015	\$ 444	\$ 259	\$ 185	58.33%	\$ 316	\$ 444	\$ -	0.00%
Postage & Freight	92033	82-222030	\$ 75	\$ 18	\$ 57	24.20%	\$ 400	\$ 76	\$ 1	1.33%
Offset Printing/Stores	92035	82-222040	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!
Legal Expenses	92038	82-223005	\$ 8,000	\$ -	\$ 8,000	0.00%	\$ -	\$ 8,000	\$ -	0.00%
Publi. and Legal Notices	92056	82-224000	\$ 360	\$ -	\$ 360	0.00%	\$ -	\$ 360	\$ -	0.00%
Rents & Leases - Equipment	92057	82-225000	\$ 996	\$ 747	\$ 249	75.00%	\$ 1,122	\$ 1,286	\$ 290	29.09%
Rents & Leases - Computer	none	82-225015	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!
Purchasing Charges	92068	82-228200	\$ 97	\$ 56	\$ 41	58.16%	\$ 85	\$ 119	\$ 22	22.68%
Bd. & Comm. Mem. Expenses	92069	82-228205	\$ 3,064	\$ -	\$ 3,064	0.00%	\$ -	\$ 3,064	\$ -	0.00%
Consultant Expense		82-223060	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
CAP Charges	93038	82-314060	\$ (3,729)	\$ (2,797)	\$ (932)	75.00%	\$ (4,201)	\$ (2,662)	\$ 1,067	-28.61%
In-Service Training		82-228465	\$ 1,700	\$ 720	\$ 980	42.35%	\$ 1,081	\$ -	\$ (1,700)	-100.00%
Motor Pool Serv.	92089	82-229000	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -	N/A
Travel & Expenses	92090	82-229010	\$ 5,000	\$ -	\$ 5,000	0.00%	\$ -	\$ 6,700	\$ 1,700	34.00%
Utilities	92094	82-230000	\$ 550	\$ 251	\$ 299	45.72%	\$ 378	\$ 550	\$ -	0.00%
Administrative Allocation	93057	82-314000	\$ 44,744	\$ 16,628	\$ 28,116	37.16%	\$ 24,976	\$ 45,881	\$ 1,137	2.54%
Information Tech Services	93048	82-314050	\$ 1,734	\$ -	\$ 1,734	0.00%	\$ -	\$ 1,219	\$ (515)	
Utility Bond	98001	82-8100010	\$ 441	\$ 314	\$ 127	71.15%	\$ 471	\$ 426	\$ (15)	-3.40%
TOTAL SERV/SUPP:			\$ 66,611	\$ 19,054	\$ 47,557	28.60%	\$ 27,432	\$ 68,598	\$ 1,987	2.98%

REVENUE:										
		ACCT. NO.	Budget 18-19	To Date 3/1/19	Difference 3/1/19	% of Bud. Expended to Date	3/1/19 Estimated 18-19	DEPT. REQ'T 2019-2020	Change 18-19 to 19-20	% Change 18-19 to 19-20
INTERGOV'T REVENUE										
Cities-LAFCO Shares		81-540012	\$ 29,887	\$ -	\$ (29,887)	0.00%	\$ -	\$ 33,799	\$ 3,912	13.09%
CHARGES FOR SERVICES										
LAFCO Fees	87095	81607025	\$ 3,000	\$ -	\$ (3,000)	0.00%	\$ -	\$ 1,000	\$ (2,000)	-66.67%
LAFCO MSR/SOI Fees			\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
TOTAL REVENUE:			\$ 32,887	\$ -	\$ (32,887)	0.00%	\$ -	\$ 34,799	\$ 1,912	5.8%

TOTALS										
		ACCT. NO.	Budget 18-19	To Date 3/1/19	Difference 3/1/19	% of Bud. Expended to Date	3/1/19 Estimated 18-19	DEPT. REQ'T 2019-2020	Change 18-19 to 19-20	% Change 18-19 to 19-20
SALARIES & BENEFITS:			\$ -	\$ -	\$ -	N/A	\$ -	\$ 0	\$ 0	N/A
SERVICES & SUPPLIES:			\$ 66,611	\$ 25,470	\$ 41,141	28.60%	\$ 27,432	\$ 68,598	\$ 1,987	2.98%
FIXED ASSETS:			\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0.00%
GROSS EXPENDITURES:			\$ 66,611	\$ 25,470	\$ 41,141	38.24%	\$ 27,432	\$ 68,598	\$ 1,987	2.98%
REVENUE:			\$ 32,887	\$ -	\$ 32,887	0.00%	\$ -	\$ 34,799	\$ 1,912	5.81%
COST APPLIED:			\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0.00%
GEN. FUND CONTRIBUTION:			\$ (33,724)	\$ (25,470)	\$ (8,254)	75.52%	\$ (27,432)	\$ (33,799)	\$ (75)	0.22%