

Local Agency Formation Commission OF KINGS COUNTY

CITY MEMBERS

Jim Wadsworth, Vice-Chair
Harlin Casida
Sid Palmerin, Alternate

COUNTY MEMBERS

Joe Neves, Chair
Doug Verboon
Richard Valle, Alternate

PUBLIC MEMBERS

Paul Thompson
Vacant, 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, April 22, 2015 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. Approval of March 25, 2015 Minutes (Voice Vote)

II. OLD BUSINESS

None

III. NEW BUSINESS

A. LAFCO Budget FY 2015-2016

- a) Executive Officer's Report
- b) Public Hearing
- c) Continue Hearing to May 27, 2015

IV. LEGISLATION

None

V. MISCELLANEOUS

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

VII. ADJOURNMENT

- A. Next Scheduled Meeting – Regular Meeting Date May 27, 2015 at 3:00 p.m.**

LOCAL AGENCY FORMATION COMMISSION MINUTES

CITY MEMBERS

Jim Wadsworth – Vice Chair
Harlin Casida
Sid Palmerin - Alternate

COUNTY MEMBERS

Joe Neves – Chair
Doug Verboon
Richard Valle - Alternate

PUBLIC MEMBERS

Paul Thompson
Vacant - Alternate

CALL TO ORDER: A regular meeting of the Local Agency Formation Commission of Kings County was called to order by the Chairman, Joe Neves, at 3:00 p.m., on March 25, 2015 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, Doug Verboon, Harlin Casida

COMMISSIONERS ABSENT: Jim Wadsworth, Paul Thompson

STAFF PRESENT: Greg Gatzka – Executive Officer, Chuck Kinney – Assistant Executive Officer, Terri Yarbrough – Clerk

VISITORS PRESENT:

UNSCHEDULED APPEARANCES: No one spoke during this portion of the meeting.

APPROVAL OF MINUTES:

A motion was made and seconded (Casida/Neves) to approve the minutes of the August 27, 2014 meeting. Motion carried with two in favor, Verboon abstaining and Wadsworth and Thompson absent.

ELECTION OF OFFICERS:

A motion was made and seconded (Harlin/Verboon) to nominate Commissioner Neves for chairman and Commissioner Wadsworth for vice chairman and to close the nominations. Motion carried unanimously with Wadsworth and Thompson absent.

OLD BUSINESS:

None

NEW BUSINESS

LAFCO Preliminary Budget FY 2015-2016

Mr. Gatzka presented a draft budget and stated that a public hearing needed to be set for April 22, 2015.

A motion was made and seconded (Verboon/Casida) to hold a public hearing on April 22, 2015 to review the FY 2015-2016 budget. Motion carried unanimously with Wadsworth and Thompson absent.

2015 CALAFCO Staff Workshop

Mr. Kinney outlined the 2015 CALAFCO Staff Workshop and asked for authorization to attend the Staff Workshop.

A motion was made and seconded (Verboon/Casida) to authorize Chuck Kinney to attend the 2015 CALAFCO staff workshop. Motion carried unanimously with Wadsworth and Thompson absent.

LEGISLATION

None

MISCELLANEOUS

- A. **Correspondence** – The CALAFCO Dues chart, CALAFCO Quarterly News from the Board of Directors, and What is LAFCO brochure were attached to the agenda packet. Mr. Gatzka reported that there was a minor increase in the CALAFCO dues.
- B. **Items from the Commission** – None
- C. **Staff Comments** – None

ADJOURNMENT – With no further business before the Commission, the meeting was adjourned at 3:09 p.m.

- A. **A meeting is scheduled for April 22, 2015 at 3:00 p.m.**

Respectfully submitted,

**LOCAL AGENCY FORMATION COMMISSION
OF KINGS COUNTY**



Gregory R. Gatzka, Executive Officer

Local Agency Formation Commission OF KINGS COUNTY

MAILING ADDRESS:
1400 W. LACEY BLVD. BLDG 6, HANFORD, CA 93230
(559) 582-3211, EXT. 2670, FAX: (559) 584-8989

TO: LAFCO Commissioners
FROM: Greg Gatzka, Executive Officer
DATE: April 22, 2015
SUBJECT: 2015-2016 Proposed Budget Review

I. INTRODUCTION:

Attached is the summary review of the proposed budget recommended by the Executive Officer for Fiscal Year 2015-2016. This proposed Budget includes all the updated costs related to other County Departments. The requested budget of \$51,454 is \$38 more than last year's request, a 0.07% increase. The requested amount covers LAFCO's general activities as required by Assembly Bill 2838, the Cortese – Knox – Hertzberg Act, and continued involvement with CALAFCO to keep current on legislative and procedural changes. The largest adjustments in the budget this year are a decrease of \$955 in CAP Charges and \$448 from Travel & Expenses with an increase of \$1,262 in administrative allocation largely due to a projected COLA. The net result of all of the minor budget changes resulted in the budget remaining almost equal to last years total budget with only a minor increase of \$38. Revenues are projected at \$27,227, up \$21 from the 2014-2015 Budget. This amount includes the estimated LAFCO Application Fees of \$3,000 and City shares for half of the remaining LAFCO budget. The County covers the remaining half of the LAFCO Budget share of \$24,227, which is an increase of \$17 from last FY. The total budget estimate is \$51,454.

II. LAFCO 2015-2016 FISCAL YEAR OBJECTIVES

The primary objectives for the 2015-2016 Fiscal Year Budget will center on continued training for LAFCO staff on operational procedures and processes, timely processing of reorganization and sphere of influence amendment applications, processing of all spheres of influence amendments for the cities, communities, and special districts in Kings County and prepare resources for the next required update. Staff will also review and assist Cities and Districts with the preparation of detailed MSRs for any Sphere of Influence Amendment application submitted to LAFCO to ensure compliance with Government Code Section 56430. As LAFCO staff is often relied upon by Cities to advise their prospective development applicants on annexation processes, staff needs to remain current on LAFCO processes, procedures, issues and implementation strategies. Continuing Legislative changes to LAFCO processes and procedures also necessitates staff's need for continual update through CALAFCO legislative review

activities. LAFCO staff has remained actively involved with CALAFCO workshops and other training venues to fulfill that need. The two annual CALAFCO training events are organized by LAFCO volunteers to keep all LAFCOs current on issues and implementation strategies.

III. SUMMARY OF RECOMMENDATION:

The recommended draft budget for FY 2015-2016 will require a budget of approximately \$51,454. After applying the estimated \$3,000 in fee revenue, the County's share is \$24,227. The Cities share is also \$24,227. An estimated summary of individual City shares based on population (not including prison populations) is provided in the chart below. The Executive Officer recommends that the Commission open the public hearing to receive public comment and testimony on the proposed LAFCO Budget and continue the public hearing to the May 27, 2015, Commission meeting. A copy of the detailed line item Budget for the proposed LAFCO Expenditures and Revenues is attached.

**2010 City/County Population Percentages for LAFCO Budget
April 7, 2015**

County/City	Population 4/1/2010	Percentage of Population	City Share Percentage	LAFCO Cost
KINGS COUNTY POP.	152982			
AVENAL	9083	5.94%	9.06%	\$2,194.97
CORCORAN	12697	8.30%	12.66%	\$3,067.14
HANFORD	53967	35.28%	53.82%	\$13,038.97
LEMOORE	24531	16.04%	24.46%	\$5,925.92
CITY SUB TOTAL	100278	65.55%	100.00%	\$24,227
Prison Population	18538	12.12%		
Federal Territories	7799	5.10%		
UNINCORPORATED	26367	17.24%		\$24,227

100.00%

\$48,454.00

Prepared by: LAFCO of Kings County, April 7, 2015

LOCAL AGENCY FORMATION COMMISSION OF KINGS CO.

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

Fiscal Year 2015-2016

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

Run date:

ACCOUNT DESCRIPTION	ACCT. NO.	Budget 14-15	To Date 3/4/15	Difference 3/4/15	% of Bud. Expended to Date	3/4/15 Estimated 14-15	DEPT. REQ'T 2015-16	Change 14-15 to 15-16	% Change 14-15 to 15-16
SALARIES & BENEFITS:									
Regular Employees	82-1010	\$ -	\$ -	\$ -	NA	\$ -	\$ 0	\$ -	N/A
Extra Help	82-1020	\$ -	\$ -	\$ -	NA	\$ -	\$ 0	\$ -	N/A
Overtime	82-1030	\$ -	\$ -	\$ -	NA	\$ -	\$ 0	\$ -	N/A
O.A.S.D.I.	82-1100	\$ -	\$ -	\$ -	NA	\$ -	\$ 0	\$ -	N/A
Retirement	82-1110	\$ -	\$ -	\$ -	NA	\$ -	\$ 0	\$ -	N/A
Health Insurance	82-1120	\$ -	\$ -	\$ -	NA	\$ -	\$ 0	\$ -	N/A
Unemployment Insurance	82-1122	\$ -	\$ -	\$ -	NA	\$ -	\$ 0	\$ -	N/A
Insurance-Work Comp.	82-1123	\$ -	\$ -	\$ -	NA	\$ -	\$ 0	\$ -	N/A
Management Benefits	82-1140	\$ -	\$ -	\$ -	NA	\$ -	\$ 0	\$ 0	N/A
TOTAL LABOR:		\$ -	\$ -	\$ -	N/A	\$ -	\$ 0	\$ 0	N/A

SERVICES & SUPPLIES:									
ACCOUNT DESCRIPTION	ACCT. NO.	Budget 14-15	To Date 3/4/15	Difference 3/4/15	% of Bud. Expended to Date	3/4/15 Estimated 14-15	DEPT. REQ'T 2015-16	Change 14-15 to 15-16	% Change 14-15 to 15-16
Communications	82-212000	\$ 60	\$ 41	\$ 19	68.35%	\$ 61	\$ 70	\$ 10	16.67%
Memberships	82-220000	\$ 2,335	\$ 2,335	\$ -	100.00%	\$ 2,300	\$ 2,381	\$ 46	1.97%
Office Expenses	82-222000	\$ 200	\$ 13	\$ 188	6.25%	\$ 19	\$ 250	\$ 50	25.00%
Record Storage Charges	82-222015	\$ 315	\$ 184	\$ 131	58.33%	\$ 316	\$ 334	\$ 19	6.03%
Postage & Freight	82-222030	\$ 400	\$ 1	\$ 399	0.24%	\$ 400	\$ 400	\$ -	0.00%
Offset Printing/Stores	82-222040	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!
Legal Expenses	82-223005	\$ 1,000	\$ 77	\$ 923	7.72%	\$ 114	\$ 1,000	\$ -	0.00%
Publi. and Legal Notices	82-224000	\$ 360	\$ -	\$ 360	0.00%	\$ -	\$ 360	\$ -	0.00%
Rents & Leases - Equipment	82-225000	\$ 1,000	\$ 664	\$ 336	66.40%	\$ 985	\$ 1,000	\$ -	0.00%
Rents & Leases - Computer	82-225015	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!
Purchasing Charges	82-228200	\$ 62	\$ 37	\$ 25	59.27%	\$ 55	\$ 59	\$ (3)	-4.84%
Bd. & Comm. Mem. Expenses	82-228205	\$ 2,780	\$ 100	\$ 2,680	3.60%	\$ 148	\$ 2,780	\$ -	0.00%
Consultant Expense	82-223060	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
CAP Charges	82-314060	\$ 578	\$ (434)	\$ 1,012	-75.00%	\$ (643)	\$ (377)	\$ (955)	-165.22%
In-Service Training	82-228465	\$ 1,400	\$ 450	\$ 950	32.14%	\$ 668	\$ 1,400	\$ -	0.00%
Motor Pool Serv.	82-229000	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -	N/A
Travel & Expenses	82-229010	\$ 4,000	\$ 579	\$ 3,421	14.48%	\$ 859	\$ 3,553	\$ (447)	-11.18%
Utilities	82-230000	\$ 800	\$ 498	\$ 302	62.26%	\$ 739	\$ 856	\$ 56	7.00%
Administrative Allocation	82-314000	\$ 34,298	\$ 16,632	\$ 17,666	48.49%	\$ 24,677	\$ 35,560	\$ 1,262	3.68%
Information Tech Services	82-314050	\$ 1,828	\$ 1,828	\$ -	100.00%	\$ 2,712	\$ 1,828	\$ -	0.00%
TOTAL SERV/SUPP:		\$ 51,416	\$ 23,004	\$ 28,412	44.74%	\$ 33,410	\$ 51,454	\$ 38	0.07%

REVENUE:									
ACCOUNT DESCRIPTION	ACCT. NO.	Budget 14-15	To Date 3/4/15	Difference 3/4/15	% of Bud. Expended to Date	3/4/15 Estimated 14-15	DEPT. REQ'T 2015-16	Change 14-15 to 15-16	% Change 14-15 to 15-16
INTERGOV'T REVENUE									
Cities-LAFCO Shares	81-540012	\$ 24,206	\$ -	\$ (24,206)	0.00%	\$ -	\$ 24,227	\$ 21	0.09%
CHARGES FOR SERVICES									
LAFCO Fees	816352	\$ 3,000	\$ -	\$ (3,000)	0.00%	\$ -	\$ 3,000	\$ -	0.00%
LAFCO MSR/SOI Fees		\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
TOTAL REVENUE:		\$ 27,206	\$ -	\$ (27,206)	0.00%	\$ -	\$ 27,227	\$ 21	0.1%

TOTALS									
ACCOUNT DESCRIPTION	ACCT. NO.	Budget 14-15	To Date 3/4/15	Difference 3/4/15	% of Bud. Expended to Date	3/4/15 Estimated 14-15	DEPT. REQ'T 2015-16	Change 14-15 to 15-16	% Change 14-15 to 15-16
SALARIES & BENEFITS:		\$ -	\$ -	\$ -	N/A	\$ -	\$ 0	\$ 0	N/A
SERVICES & SUPPLIES:		\$ 51,416	\$ 23,004	\$ 28,412	44.74%	\$ 33,410	\$ 51,454	\$ 38	0.07%
FIXED ASSETS:	824500	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0.00%
GROSS EXPENDITURES:		\$ 51,416	\$ 23,004	\$ 28,412	44.74%	\$ 33,410	\$ 51,454	\$ 38	0.07%
REVENUE:		\$ 27,206	\$ -	\$ 27,206	0.00%	\$ -	\$ 27,227	\$ 21	0.08%
COST APPLIED:	825380	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0.00%
GEN. FUND CONTRIBUTION:		\$ (24,210)	\$ (23,004)	\$ (1,206)	95.02%	\$ (33,410)	\$ (24,227)	\$ (17)	0.07%