

Local Agency Formation Commission OF KINGS COUNTY

CITY MEMBERS

Sid Palmerin
Dave Brown
Martin Devine, Alternate

COUNTY MEMBERS

Joe Neves
Doug Verboon
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, April 22, 2020 at 3:00 P.M.**

KINGS LAFCO PUBLIC MEETING PROTOCOL IN RESPONSE TO CORONAVIRUS COVID-19

California Governor Gavin Newsom issued Executive Orders N-25-20 and N-29-20 on March 12, 2020 and March 17, 2020, respectively, relating to the convening of public agency meetings in light of the COVID-19 pandemic. Kings LAFCO hereby provides notice that it will convene its regularly scheduled public meetings of the Kings LAFCO by teleconference going forward, and will close its Chambers to the public generally, except as described below, until further notice. Pursuant to the Executive Orders, and to maintain the orderly conduct of the meeting, Kings LAFCO will allow the Board, LAFCO staff and interested members of the public to attend the meeting telephonically or by the Internet, and to participate in the meeting to the same extent as if they were present in the Chambers. Members of the public who choose to attend the meeting virtually, using certain digital or landline phones, may listen to the audio broadcast of the meeting, but will not be able to comment during the meeting. Only those members of the public who cannot participate virtually, due to a need for a special accommodation (vision, hearing, etc.), may attend the meeting in the Chambers where efforts will be made to allow adequate social distancing and to ensure that exposed surfaces are sanitized. No more than 10 individuals will be allowed in the Chambers at a time. To secure the accommodation consistent with the American's with Disabilities Act and to attend in person, interested parties will need to contact the Executive Secretary of Kings LAFCO as directed below no later than 8:30 a.m. the morning of the meeting. Members of the public who wish to participate in the meeting virtually can do so one of three ways: Via the worldwide web; by telephone; or by postal or electronic mail. Members of the public, who participate via their computers or through the WebEx app, may provide public comment at the meeting by using the "Raise Your Hand" function. Public comment will be limited to two (2) minutes during the "Unscheduled Appearances" section of the meeting. Public comment will not be available via phone. All others who wish to submit comments may only do so as outlined below.

- **Web Access:** To access the meeting via computer, please go to Kings LAFCO's homepage (<https://www.kingslafco.com/>) and click on the link that says **Join Meeting**. You may also participate from your smart phone by downloading the **WebEx Meetings**

app to your smartphone. After opening the app, click on **Join Meeting**, and then enter the meeting information. The **meeting number is 288 503 481** and the **password is KingsLAFCO**.

- If you have trouble logging in through the Internet, you may join the meeting via telephone by calling **(415) 655-0003**, then enter the **access code of 288 503 481#**.
- For members of the public who wish to participate, but are unable to do so virtually, you may submit written comments on any matter within the Board's subject matter jurisdiction, regardless of whether it is on the agenda for Board consideration or action, and those comments will be entered into the administrative record of the meeting. To submit written comments by U.S. Mail or email for inclusion in the meeting record, they must be received by the executive secretary of the Kings LAFCO no later than 2:00 p.m. on the day of the noticed meeting. To submit written comments by email, please forward them to Terri.Yarbrough@co.kings.ca.us. To submit such comments by U.S. Mail, please forward them to:

Executive Secretary of Kings LAFCO, County of Kings, 1400 W. Lacey Blvd., Hanford, CA 93230

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 18, 2020 Minutes (Voice Vote)

II. OLD BUSINESS

None

III. NEW BUSINESS

A. LAFCO Budget FY 2020-2021

- 1) Executive Officer's Report
- 2) Public Hearing
- 3) Continue Hearing to May 27, 2020

IV. LEGISLATION

None

V. MISCELLANEOUS

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

VII. ADJOURNMENT

- A. Next Scheduled Meeting – Regular Meeting Date May 27, 2020 at 3:00 p.m.**

LOCAL AGENCY FORMATION COMMISSION MINUTES

CITY MEMBERS

Sid Palmerin
Martin Devine
Vacant - Alternate

COUNTY MEMBERS

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

PUBLIC MEMBERS

Dan Chin
Vernon Costa - Alternate

CALL TO ORDER: A meeting of the Local Agency Formation Commission of Kings County was called to order by Chairman, Joe Neves, at 3:00 p.m., on March 18, 2020 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, Martin Devine, Dan Chin

COMMISSIONERS ABSENT: Sid Palmerin

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

VISITORS PRESENT: None

UNSCHEDULED APPEARANCES: None

A motion was made and seconded (Chin/Chin) to approve the minutes of the January 22, 2020 meeting. Motion carried with four in favor and Palmerin absent.

OLD BUSINESS:

None

NEW BUSINESS

LAFCO Preliminary Budget FY 2020-2021

Mr. Gatzka presented the preliminary budget and announced that work is still being done on the budget. He stated that he anticipated annexations from the City of Hanford next year. Mr. Gatzka also stated that two public hearings are required and are scheduled for April 22 and May 27, 2020. Due to the current circumstances he asked the Commission if they would like to meet in person or possibly do something else.

A motion was made and seconded (Verboon/Devine) to set the Public Hearings for April 22 and May 27, 2020. Motion carried unanimously with Palmerin absent.

MISCELLANEOUS

A. Correspondence – None

B. Items from the Commission – Chairman Neves discussed the possibility of teleconferencing for the next meeting.

C. Staff Comments – Mr. Gatzka announced that the CALAFCO Staff workshop was cancelled for this year.

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

A. A meeting is scheduled for April 22, 2020 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

GREGORY R. GATZKA, EXECUTIVE OFFICER

MAILING ADDRESS: 1400 W. LACEY BLVD., HANFORD, CA 93230

OFFICES AT: ENGINEERING BUILDING, KINGS COUNTY GOVERNMENT CENTER, HANFORD

(559) 852-2670 • FAX: (559) 584-8989 • WWW.KINGSLAFCO.COM

TO: LAFCO Commissioners
FROM: Greg Gatzka, Executive Officer
DATE: April 22, 2020
SUBJECT: 2020-2021 Proposed Budget Review

I. INTRODUCTION:

Attached is the summary review of the proposed budget recommended by the Executive Officer for Fiscal Year 2019-2020. This proposed Budget includes all the updated costs related to other County Departments. The requested budget of \$75,687 is \$7,098 more than last year's request, a 10.35% 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 an increase of \$6,424 in CAP charges and increases of \$627 in administrative allocation. The net result of all of the budget changes resulted in the budget with an increase of \$7,098. Revenues are projected at \$39,343, up \$6,456 from the 2019-2020 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 \$36,343, which is an increase of \$2,544 from last FY. The total budget estimate is \$75,687.

II. LAFCO 2020-2021 FISCAL YEAR OBJECTIVES

The primary objectives for the 2020-2021 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 2020-2021 will require a budget of approximately \$75,687. After applying the estimated \$3,000 in fee revenue, the County's share is \$36,343. The Cities share is also \$36,343. 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, 2020, 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 10, 2020**

County/City	Population 4/1/2010	Percentage of Population	City Share Percentage	LAFCO Cost
KINGS COUNTY POP.	152982			
AVENAL	9083	5.94%	9.06%	\$3,292.68
CORCORAN	12697	8.30%	12.66%	\$4,601.02
HANFORD	53967	35.28%	53.82%	\$19,559.80
LEMOORE	24531	16.04%	24.46%	\$8,889.50
CITY SUB TOTAL	100278	65.55%	100.00%	\$36,343
Prison Population	18538	12.12%		
Federal Territories	7799	5.10%		
UNINCORPORATED	26367	17.24%		\$36,343
		100.00%		\$72,686.00

Prepared by: LAFCO of Kings County, April 10, 2020

LOCAL AGENCY FORMATION COMMISSION OF KINGS CO.

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

Fiscal Year 2020-2021

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

Run date:

ACCOUNT DESCRIPTION		ACCT. NO.	Budget 19-20	To Date 3/6/20	Difference 3/6/20	% of Bud. Expended to Date	3/6/20 Estimated 19-20	DEPT. REQ'T 2020-2021	Change 19-20 to 20-21 19-20	% Change 19-20 to 20-21 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:										
ACCOUNT DESCRIPTION		ACCT. NO.	Budget 19-20	To Date 3/6/20	Difference 3/6/20	% of Bud. Expended to Date	3/6/20 Estimated 19-20	DEPT. REQ'T 2020-2021	Change 19-20 to 20-21 19-20	% Change 19-20 to 20-21 19-20
Communications	92006	82-212000	\$ 80	\$ 47	\$ 33	58.49%	\$ 69	\$ 80	\$ -	0.00%
Office Expenses	92018	82-222000	\$ 250	\$ 14	\$ 236	5.60%	\$ 21	\$ 250	\$ -	0.00%
Memberships	92027	82-220000	\$ 2,805	\$ 3,261	\$ (456)	116.26%	\$ 3,261	\$ 3,133	\$ 328	11.69%
Record Storage Charges	92032	82-222015	\$ 444	\$ 207	\$ 237	46.67%	\$ 316	\$ 360	\$ (84)	-18.92%
Postage & Freight	92033	82-222030	\$ 73	\$ 7	\$ 66	9.97%	\$ 400	\$ 86	\$ 13	17.81%
Offset Printing/Stores	92035	82-222040	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	0.00%
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	\$ 1,286	\$ 664	\$ 622	51.63%	\$ 973	\$ 1,229	\$ (57)	-4.42%
Purchasing Charges	92068	82-228200	\$ 113	\$ 68	\$ 45	60.46%	\$ 100	\$ 121	\$ 8	7.08%
Bd. & Comm. Mem. Expenses	92069	82-228205	\$ 3,064	\$ -	\$ 3,064	0.00%	\$ -	\$ 3,064	\$ -	0.00%
Travel & Expenses	92069	82-229010	\$ 6,700	\$ 1,665	\$ 5,035	24.86%	\$ 2,441	\$ 6,700	\$ -	0.00%
Motor Pool Serv.	92089	82-229000	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -	N/A
Utilities	92094	82-230000	\$ 550	\$ 293	\$ 257	53.22%	\$ 429	\$ 550	\$ -	0.00%
CAP Charges	93038	82-314060	\$ (2,662)	\$ (1,997)	\$ (666)	75.00%	\$ (2,927)	\$ 3,762	\$ 6,424	-241.32%
Information Tech Services	93048	82-314050	\$ 1,219	\$ -	\$ 1,219	0.00%	\$ -	\$ 1,137	\$ (82)	
Administrative Allocation	93057	82-314000	\$ 45,881	\$ 5,453	\$ 40,428	11.89%	\$ 7,993	\$ 46,508	\$ 627	1.37%
Utility Bond	98001	82-8100010	\$ 426	\$ 323	\$ 103	75.88%	\$ 474	\$ 347	\$ (79)	-18.54%
Consultant Expense		82-223060	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
TOTAL SERV/SUPP:			\$ 68,589	\$ 10,006	\$ 58,583	14.59%	\$ 13,550	\$ 75,687	\$ 7,098	10.35%

REVENUE:										
ACCOUNT DESCRIPTION		ACCT. NO.	Budget 19-20	To Date 3/6/20	Difference 3/6/20	% of Bud. Expended to Date	3/6/20 Estimated 19-20	DEPT. REQ'T 2020-2021	Change 19-20 to 20-21 19-20	% Change 19-20 to 20-21 19-20
INTERGOV'T REVENUE										
Cities-LAFCO Shares		81-540012	\$ 29,887	\$ -	\$ (29,887)	0.00%	\$ -	\$ 36,343	\$ 6,456	21.60%
CHARGES FOR SERVICES										
LAFCO Fees	87095	81607025	\$ 3,000	\$ 818	\$ (2,182)	27.27%	\$ 1,199	\$ 3,000	\$ -	0.00%
LAFCO MSR/SOI Fees			\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
TOTAL REVENUE:			\$ 32,887	\$ 818	\$ (32,069)	2.49%	\$ 1,199	\$ 39,343	\$ 6,456	19.6%

TOTALS										
ACCOUNT DESCRIPTION		ACCT. NO.	Budget 19-20	To Date 3/6/20	Difference 3/6/20	% of Bud. Expended to Date	3/6/20 Estimated 19-20	DEPT. REQ'T 2020-2021	Change 19-20 to 20-21 19-20	% Change 19-20 to 20-21 19-20
SALARIES & BENEFITS:			\$ -	\$ -	\$ -	N/A	\$ -	\$ 0	\$ 0	N/A
SERVICES & SUPPLIES:			\$ 68,589	\$ 25,470	\$ 43,119	14.59%	\$ 13,550	\$ 75,687	\$ 7,098	10.35%
FIXED ASSETS:		824500	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0.00%
GROSS EXPENDITURES:			\$ 68,589	\$ 25,470	\$ 43,119	37.13%	\$ 13,550	\$ 75,687	\$ 7,098	10.35%
REVENUE:			\$ 32,887	\$ 818	\$ 32,069	2.49%	\$ 1,199	\$ 39,343	\$ 6,456	19.63%
COST APPLIED:	98000	825380	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0.00%
GEN. FUND CONTRIBUTION:			\$ (35,702)	\$ (24,652)	\$ (11,050)	69.05%	\$ (12,351)	\$ (36,343)	\$ (641)	1.80%