

# Local Agency Formation Commission OF KINGS COUNTY

CITY MEMBERS	COUNTY MEMBERS	PUBLIC MEMBERS
Sid Palmerin	Joe Neves - Chair	Dan Chin
Dave Brown	Doug Verboon – Vice Chair	Vernon Costa, Alternate
Martin Devine, Alternate	Richard Valle, 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, May 22, 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. Approval of April 24, 2019 Minutes (Voice Vote)**

### **II. OLD BUSINESS**

#### **A. LAFCO Budget FY 2019-2020**

- 1) Executive Officer's Report
- 2) Continue Public Hearing
- 3) Consider Adoption of FY 2019/2020 Budget

### **III. NEW BUSINESS**

None

### **IV. LEGISLATION**

None

## **V. MISCELLANEOUS**

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

## **VII. ADJOURNMENT**

- A. Next Scheduled Meeting – Regular Meeting Date June 26, 2019 at 3:00 p.m.**

# LOCAL AGENCY FORMATION COMMISSION MINUTES

## 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

**CALL TO ORDER:** A special meeting of the Local Agency Formation Commission of Kings County was called to order by Chairman, Joe Neves, at 3:00 p.m., on April 24, 2019 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, Martin Devine, Dan Chin

**COMMISSIONERS ABSENT:** Doug Verboon

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

**VISITORS PRESENT:**

**UNSCHEDULED APPEARANCES:** None

## APPROVAL OF MINUTES:

A motion was made and seconded (Palmerin/Chin) to approve the minutes of the March 27, 2019 meeting. Motion carried unanimously, with Verboon absent and Devine abstaining.

## OLD BUSINESS:

None

## NEW BUSINESS

### LAFCO Budget FY 2019-2020

Mr. Gatzka presented the proposed budget and stated he would provide what the actual budgets have been from previous years at the next meeting. He also provided a handout including a map and spreadsheet with a comparison of LAFCO expenses by the different LAFCOs. Chairman Neves opened the Public Hearing and asked if anyone would like to give testimony regarding the proposed budget. Seeing none, he continued the Public Hearing until May 22, 2019 with action to be taken at that meeting.

### Overview of LAFCO

Mr. Gatzka provided an overview of LAFCO and LAFCO's role for the Commissioners. He explained that LAFCO is responsible for city or special district boundary adjustments, sphere of influence changes and is responsible for Municipal Service Reviews. Mr. Gatzka explained that LAFCO is also responsible for dissolutions and consolidations of special districts, and out of agency service agreements when cities or districts want to provide services out of their boundary area. Mr. Gatzka also provided a graph summarizing the types of applications Kings LAFCO has received over the past two decades. He also stated he would provide a list of special districts relating to Kings LAFCO at the next meeting since there was interest by the Commissioners.

## **LEGISLATION**

Mr. Gatzka reported he provided commissioners with a list of bills CALAFCO is watching. LAFCO has taken a position of opposition on Assembly bill 600 and will be keeping the LAFCOs posted.

## **MISCELLANEOUS**

**A. Correspondence** – None

**B. Items from the Commission** – None

**C. Staff Comments** – Mr. Kinney reported he has had discussion with two of the cities regarding annexation, but they are in the beginning stages at this time. He also thanked the Commissioners for allowing him and Greg to attend the CALAFCO workshop.

**ADJOURNMENT** – With no further business before the Commission, the meeting was adjourned at 3:44 p.m.

**A. A meeting is scheduled for May 22, 2019 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) 852-2670, FAX: (559) 584-8989

**TO:** LAFCO Commissioners  
**FROM:** Greg Gatzka, Executive Officer  
**DATE:** May 22, 2019  
**SUBJECT:** 2019-2020 Final Draft Budget

## I. INTRODUCTION:

Attached is the final draft budget recommended by the Executive Officer for Fiscal Year 2019-2020. This proposed Budget was introduced to the Commission on April 24, 2018 and there have been no changes.

The requested budget of \$68,598 is \$1,987 more than last year's request, a 2.98% 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 \$1,067 in CAP charges and increases of \$1,137 in administrative allocation. There is no change in the total funds being requested for In-Service Training and Travel and Expense although these two line items are being merged into one account. The net result of all of the budget changes resulted in the budget with an increase of \$1,987.

## II. Overview of Budget Process

California Government Code Section 56381(a) states, "The commission shall adopt annually, following noticed public hearings, a proposed budget by May 1 and final budget by June 15. At a minimum, the proposed and final budget shall be equal to the budget adopted for the previous fiscal year unless the commission finds that reduced staffing or program costs will nevertheless allow the commission to fulfill the purposes and programs of this chapter."

The Commission's budget is based on a July 1st to June 30th fiscal year. The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 provides that the operational costs of LAFCO shall be shared one-half by the County and one-half by cities where only the County and cities are represented on the Commission. In the event that special districts choose to be represented on the Commission, LAFCO funding would then be shared one-third by the County, cities, and the special districts or by an alternative method approved pursuant to section 56381(b)(4) of the California Government Code.

The LAFCo budget is also augmented by fees established by the Commission in accordance with section 56383 of the California Government Code for services rendered to process applications for annexations, reorganizations, and detachments, as well as other LAFCO actions.

### **III. LAFCO 2019-2020 FISCAL YEAR OBJECTIVES**

The primary objectives for the 2019-2020 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.

### **IV. SUMMARY OF RECOMMENDATION:**

The recommended draft budget for FY 2019-2020 will require a budget of approximately \$68,598. After applying the estimated \$1,000 in fee revenue, the County's share is \$33,799. The Cities share is also \$33,799. 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 continue the public hearing from April 24, 2019 to receive public comment and testimony on the proposed LAFCO Budget, and then consider adoption of the FY 2019/2020 Budget. 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 4, 2019**

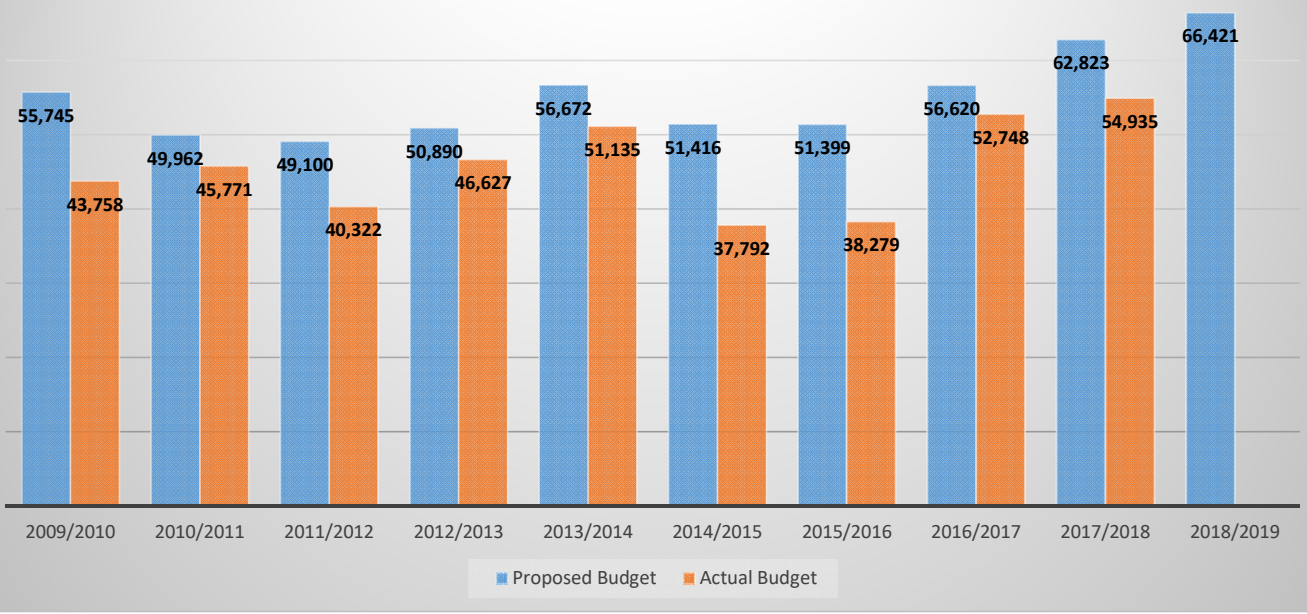
<b>County/City</b>	<b>Population 4/1/2010</b>	<b>Percentage of Population</b>	<b>City Share Percentage</b>	<b>LAFCO Cost</b>
<b>KINGS COUNTY POP.</b>	<b>152982</b>			
AVENAL	9083	5.94%	9.06%	\$3,062.19
CORCORAN	12697	8.30%	12.66%	\$4,278.95
HANFORD	53967	35.28%	53.82%	\$18,190.62
LEMOORE	24531	16.04%	24.46%	\$8,267.24
<b>CITY SUB TOTAL</b>	<b>100278</b>	<b>65.55%</b>	<b>100.00%</b>	<b>\$33,799</b>
Prison Population	18538	12.12%		
<b>Federal Territories</b>	<b>7799</b>	<b>5.10%</b>		
<b>UNINCORPORATED</b>	<b>26367</b>	<b>17.24%</b>		<b>\$33,799</b>

100.00%

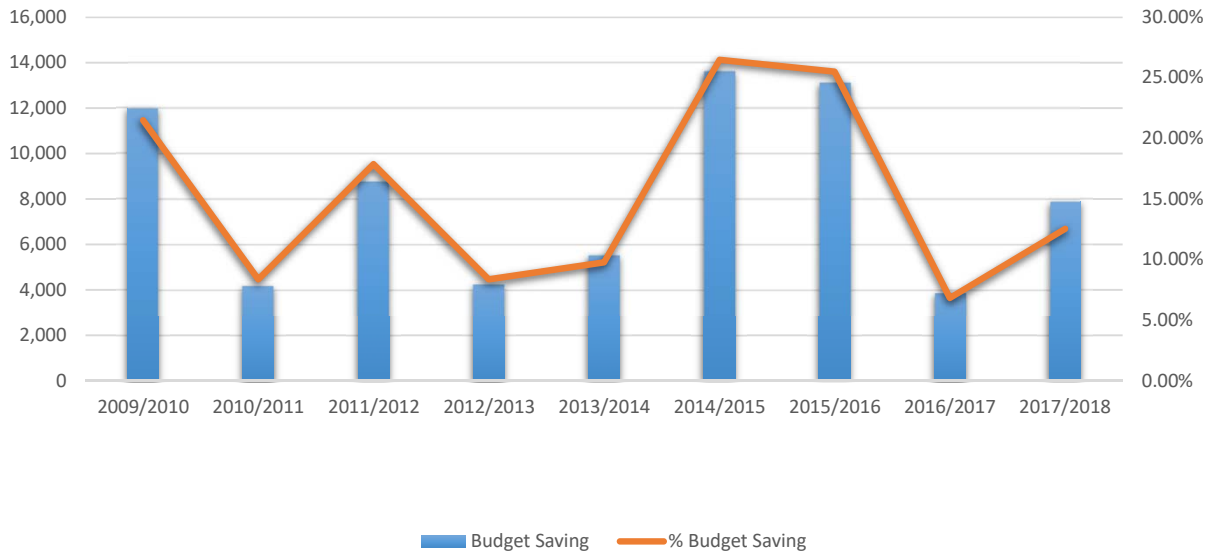
\$67,598.00

Prepared by: LAFCO of Kings County, April 4, 2019

## KINGS LAFCO BUDGET



## KINGS LAFCO ANNUAL BUDGET SAVINGS





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
<b>SALARIES &amp; BENEFITS:</b>										
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
<b>TOTAL LABOR:</b>			\$ -	\$ -	\$ -	N/A	\$ -	\$ 0	\$ 0	N/A

<b>SERVICES &amp; SUPPLIES:</b>										
		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%
<b>TOTAL SERV/SUPP:</b>			\$ 66,611	\$ 19,054	\$ 47,557	28.60%	\$ 27,432	\$ 68,598	\$ 1,987	2.98%

<b>REVENUE:</b>										
		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
<b>INTERGOV'T REVENUE</b>										
Cities-LAFCO Shares		81-540012	\$ 29,887	\$ -	\$ (29,887)	0.00%	\$ -	\$ 33,799	\$ 3,912	13.09%
<b>CHARGES FOR SERVICES</b>										
LAFCO Fees	87095	81607025	\$ 3,000	\$ -	\$ (3,000)	0.00%	\$ -	\$ 1,000	\$ (2,000)	-66.67%
LAFCO MSR/SOI Fees			\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
<b>TOTAL REVENUE:</b>			\$ 32,887	\$ -	\$ (32,887)	0.00%	\$ -	\$ 34,799	\$ 1,912	5.8%

<b>TOTALS</b>										
		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
<b>SALARIES &amp; BENEFITS:</b>			\$ -	\$ -	\$ -	N/A	\$ -	\$ 0	\$ 0	N/A
<b>SERVICES &amp; SUPPLIES:</b>			\$ 66,611	\$ 25,470	\$ 41,141	28.60%	\$ 27,432	\$ 68,598	\$ 1,987	2.98%
<b>FIXED ASSETS:</b>			\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0.00%
<b>GROSS EXPENDITURES:</b>			\$ 66,611	\$ 25,470	\$ 41,141	38.24%	\$ 27,432	\$ 68,598	\$ 1,987	2.98%
<b>REVENUE:</b>			\$ 32,887	\$ -	\$ 32,887	0.00%	\$ -	\$ 34,799	\$ 1,912	5.81%
<b>COST APPLIED:</b>			\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0.00%
<b>GEN. FUND CONTRIBUTION:</b>			\$ (33,724)	\$ (25,470)	\$ (8,254)	75.52%	\$ (27,432)	\$ (33,799)	\$ (75)	0.22%