

Local Agency Formation Commission OF KINGS COUNTY

CITY MEMBERS

Sid Palmerin
Justin Mendes
Ray Madrigal, 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, May 23, 2018 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 25, 2018 Minutes (Voice Vote)

II. OLD BUSINESS

A. LAFCO Budget FY 2018-2019

- 1) Executive Officer's Report
- 2) Continue Public Hearing
- 3) Consider Adoption of FY 2018/2019 Budget

B. Independent Special District Committee

- 1) Executive Officer's Report

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 27, 2018 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 3:00 p.m., on April 25, 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, Doug Verboon, Sid Palmerin, Justin Mendes, Dan Chin

COMMISSIONERS ABSENT:

STAFF PRESENT:

Greg Gatzka – Executive Officer, 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 28, 2018 meeting. Motion carried unanimously, with Verboon abstaining.

OLD BUSINESS:

None

NEW BUSINESS

LAFCO Preliminary Budget FY 2018-2019

Mr. Gatzka presented the preliminary budget for FY 2017-2018 and outlined changes in the budget from the previous year. He also explained how the cost was allocated to the counties and cities. Chairman Neves opened the public hearing and asked if there was anyone wanting to testify regarding the proposed budget. Seeing none, he continued the Public Hearing until May 23, 2017 with action to be taken at that meeting.

LEGISLATION

Mr. Gatzka stated he had received an update on legislation at the CALAFCO Staff Workshop and there was nothing new.

MISCELLANEOUS

A. **Correspondence** – None

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

C. **Staff Comments** – Mr. Gatzka thanked the Commissioners for allowing staff to attend the CALAFCO Workshop. He also provided an overview of the dairy tour and the effects on the economy of the Santa Rosa fire.

ADJOURNMENT – With no further business before the Commission, the meeting was adjourned at 3:15 p.m.

A. A meeting is scheduled for May 23, 2018 at 3:00 p.m.

Respectfully submitted,

**LOCAL AGENCY FORMATION COMMISSION
OF KINGS COUNTY**

A handwritten signature in black ink, appearing to read 'Gregory R. Gatzka', written over a horizontal line.

Gregory R. Gatzka, Executive Officer

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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 23, 2018
SUBJECT: 2018-2019 Final Draft Budget

I. INTRODUCTION:

Attached is the final draft budget recommended by the Executive Officer for Fiscal Year 2018-2019. This proposed Budget was introduced to the Commission on April 25, 2018 and there have been no changes.

The requested budget of \$67,670 is \$4,396 more than last year's request, a 6.95% 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 \$5,877 in CAP charges and increases of \$4,500 in legal expenses and \$5,458 in administrative allocation largely due to a projected COLA. The net result of all of the budget changes resulted in the budget with an increase of \$4,396.

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 2018-2019 FISCAL YEAR OBJECTIVES

The primary objectives for the 2018-2019 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 2018-2019 will require a budget of approximately \$67,670. After applying the estimated \$3,000 in fee revenue, the County's share is \$32,335. The Cities share is also \$32,335. 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 25, 2018 to receive public comment and testimony on the proposed LAFCO Budget, and then consider adoption of the FY 2018/2019 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 12, 2018**

County/City	Population 4/1/2010	Percentage of Population	City Share Percentage	LAFCO Cost
KINGS COUNTY POP.	152982			
AVENAL	9083	5.94%	9.06%	\$2,929.55
CORCORAN	12697	8.30%	12.66%	\$4,093.61
HANFORD	53967	35.28%	53.82%	\$17,402.70
LEMOORE	24531	16.04%	24.46%	\$7,909.14
CITY SUB TOTAL	100278	65.55%	100.00%	\$32,335
Prison Population	18538	12.12%		
Federal Territories	7799	5.10%		
UNINCORPORATED	26367	17.24%		\$32,335
		100.00%		\$64,670.00

Prepared by: LAFCO of Kings County, April 12, 2018

LOCAL AGENCY FORMATION COMMISSION OF KINGS CO.

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

Fiscal Year 2018-2019

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

Run date:

ACCOUNT DESCRIPTION	ACCT. NO.	Budget 17-18	To Date 3/2/18	Difference 3/2/18	% of Bud. Expended to Date	3/2/18 Estimated 17-18	DEPT. REQ'T 2018-2019	Change 17-18 to 18-19	% Change 17-18 to 18-19
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 17-18	To Date 3/2/18	Difference 3/2/18	% of Bud. Expended to Date	3/2/18 Estimated 17-18	DEPT. REQ'T 2018-2019	Change 17-18 to 18-19	% Change 17-18 to 18-19
Communications	82-212000	\$ 80	\$ 43	\$ 37	54.30%	\$ 65	\$ 80	\$ -	0.00%
Memberships	82-220000	\$ 2,726	\$ 2,726	\$ -	100.00%	\$ 2,726	\$ 2,805	\$ 79	2.90%
Office Expenses	82-222000	\$ 250	\$ 26	\$ 224	10.46%	\$ 39	\$ 250	\$ -	0.00%
Record Storage Charges	82-222015	\$ 333	\$ 259	\$ 74	77.78%	\$ 316	\$ 444	\$ 111	33.33%
Postage & Freight	82-222030	\$ 163	\$ 28	\$ 135	17.18%	\$ 400	\$ 75	\$ (88)	-53.99%
Offset Printing/Stores	82-222040	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Legal Expenses	82-223005	\$ 3,500	\$ 3,156	\$ 344	90.16%	\$ 4,721	\$ 8,000	\$ 4,500	128.57%
Publi. and Legal Notices	82-224000	\$ 360	\$ -	\$ 360	0.00%	\$ -	\$ 360	\$ -	0.00%
Rents & Leases - Equipment	82-225000	\$ 1,085	\$ 582	\$ 503	53.66%	\$ 871	\$ 996	\$ (89)	-8.20%
Rents & Leases - Computer	82-225015	\$ -	\$ -	\$ -	0.00%	\$ -	\$ 251	\$ 251	100.00%
Purchasing Charges	82-228200	\$ 68	\$ 36	\$ 32	53.21%	\$ 54	\$ 97	\$ 29	42.65%
Bd. & Comm. Mem. Expenses	82-228205	\$ 3,064	\$ 140	\$ 2,924	4.57%	\$ 209	\$ 3,064	\$ -	0.00%
Consultant Expense	82-223060	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
CAP Charges	82-314060	\$ 2,956	\$ 1,478	\$ 1,478	50.00%	\$ 2,211	\$ (2,921)	\$ (5,877)	-198.82%
In-Service Training	82-228465	\$ 1,700	\$ 1,170	\$ 530	68.82%	\$ 1,750	\$ 1,700	\$ -	0.00%
Motor Pool Serv.	82-229000	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -	N/A
Travel & Expenses	82-229010	\$ 5,000	\$ 930	\$ 4,070	18.60%	\$ 1,391	\$ 5,000	\$ -	0.00%
Utilities	82-230000	\$ 550	\$ 257	\$ 293	46.68%	\$ 384	\$ 550	\$ -	0.00%
Administrative Allocation	82-314000	\$ 39,286	\$ 21,273	\$ 18,013	54.15%	\$ 31,822	\$ 44,744	\$ 5,458	13.89%
Information Tech Services	82-314050	\$ 1,702	\$ -	\$ 1,702	0.00%	\$ -	\$ 1,734	\$ 32	0.00%
Utility Bond	82-8100010	\$ 451	\$ 209	\$ 242	46.28%	\$ 312	\$ 441	\$ (10)	-2.22%
TOTAL SERV/SUPP:		\$ 63,274	\$ 32,313	\$ 30,961	51.07%	\$ 47,272	\$ 67,670	\$ 4,396	6.95%

REVENUE:									
ACCOUNT DESCRIPTION	ACCT. NO.	Budget 17-18	To Date 3/2/18	Difference 3/2/18	% of Bud. Expended to Date	3/2/18 Estimated 17-18	DEPT. REQ'T 2018-2019	Change 17-18 to 18-19	% Change 17-18 to 18-19
INTERGOV'T REVENUE									
Cities-LAFCO Shares	81-540012	\$ 29,887	\$ (9,243)	\$ (39,130)	-30.93%	\$ (13,827)	\$ 32,335	\$ 2,448	8.19%
CHARGES FOR SERVICES									
LAFCO Fees	816352	\$ 3,000	\$ 1,000	\$ (2,000)	33.33%	\$ 1,496	\$ 3,000	\$ -	0.00%
LAFCO MSR/SOI Fees		\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
TOTAL REVENUE:		\$ 32,887	\$ (8,243)	\$ (41,130)	-25.06%	\$ (12,331)	\$ 35,335	\$ 2,448	7.4%

TOTALS									
ACCOUNT DESCRIPTION	ACCT. NO.	Budget 17-18	To Date 3/2/18	Difference 3/2/18	% of Bud. Expended to Date	3/2/18 Estimated 17-18	DEPT. REQ'T 2018-2019	Change 17-18 to 18-19	% Change 17-18 to 18-19
SALARIES & BENEFITS:		\$ -	\$ -	\$ -	N/A	\$ -	\$ 0	\$ 0	N/A
SERVICES & SUPPLIES:		\$ 63,274	\$ 25,470	\$ 37,804	51.07%	\$ 47,272	\$ 67,670	\$ 4,396	6.95%
FIXED ASSETS:	824500	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0.00%
GROSS EXPENDITURES:		\$ 63,274	\$ 25,470	\$ 37,804	40.25%	\$ 47,272	\$ 67,670	\$ 4,396	6.95%
REVENUE:		\$ 32,887	\$ (8,243)	\$ 41,130	-25.06%	\$ (12,331)	\$ 35,335	\$ 2,448	7.44%
COST APPLIED:	825380	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0.00%
GEN. FUND CONTRIBUTION:		\$ (30,387)	\$ (33,713)	\$ 3,326	110.95%	\$ (59,603)	\$ (32,335)	\$ (1,948)	6.41%

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: May 18, 2018
SUBJECT: Special District Appointment to Kings County Consolidated Oversight Board

On February 28, 2018, this Commission established an Independent Special District Committee (ISDC) for the purpose of facilitating a Special District representative appointment to the Kings County Consolidated Oversight Board. LAFCO staff administered the process and during the nomination period that ended on April 6, 2018, only one candidate was nominated. Bill Gundacker with the Kings Mosquito Abatement District was the only nomination. A Special District voting period was then carried out and completed on May 18, 2018. The results of the voting determined that Bill Gundacker is the official ISDC appointed Special District Representative to serve on the Kings County Consolidated Oversight Board.

The Executive Officer will be reporting the results of this election and appointment to the Kings County Finance Department as that County department is coordinating the Kings County Consolidated Oversight Board efforts.