

Local Agency Formation Commission OF KINGS COUNTY

CITY MEMBERS

Sid Palmerin
Justin Mendes
Ray Madrigal, Alternate

COUNTY MEMBERS

Joe Neves
Doug Verboon
Richard Valle, Alternate

PUBLIC MEMBERS

Vacant
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, May 24, 2017 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 26, 2017 Minutes (Voice Vote)

II. OLD BUSINESS

A. LAFCO Budget FY 2017-2018

- 1) Executive Officer's Report
- 2) Continue Public Hearing
- 3) Consider Adoption of FY 2017/2018 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 28, 2017 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

Vacant
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 April 26, 2017 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, Richard Valle, Sid Palmerin, Justin Mendes

COMMISSIONERS ABSENT:

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

VISITORS PRESENT:

UNSCHEDULED APPEARANCES: None

APPROVAL OF MINUTES:

A motion was made and seconded (Palmerin/Mendes) to approve the minutes of the March 22, 2017 meeting. Motion carried unanimously with Valle abstaining.

OLD BUSINESS:

LAFCO Preliminary Budget FY 2017-2018

Mr. Gatzka presented the budget for FY 2017-2018. Mr. Gatzka outlined changes in the budget from the previous year. 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 24, 2016 with action to be taken at that meeting.

NEW BUSINESS

None

LEGISLATION

Mr. Gatzka said that staff was closely monitoring SB448 which relates to special districts. He sated this legislature would allow a special district to be dissolved without a protest hearing and was discussed at the LAFCO Workshop. .

MISCELLANEOUS

A. **Correspondence** – None

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

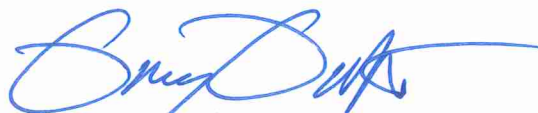
C. **Staff Comments** – Mr. Gatzka announced that Paul Thompson had resigned which left a vacancy for the Public Member. He also reported that the alternate Public Member position is also vacant.

ADJOURNMENT – With no further business before the Commission, the meeting was adjourned at 3:16 p.m.

A. A meeting is scheduled for May 24, 2017 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

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: May 24, 2017
SUBJECT: 2017-2018 Final Draft Budget

I. INTRODUCTION:

Attached is the final draft budget recommended by the Executive Officer for Fiscal Year 2017-2018. This proposed Budget was introduced to the Commission on April 26, 2017 and there have been no changes.

The requested budget of \$63,274 is \$6,660 more than last year's request, a 11.76% 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 increases of \$1,417 in CAP Charges, \$1,448 in travel and expenses, \$2,500 in legal expenses and \$1,434 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 \$6,660.

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 2017-2018 FISCAL YEAR OBJECTIVES

The primary objectives for the 2017-2018 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 2017-2018 will require a budget of approximately \$63,274. After applying the estimated \$3,500 in fee revenue, the County's share is \$29,887. The Cities share is also \$29,887. 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 26, 2017 to receive public comment and testimony on the proposed LAFCO Budget, and then consider adoption of the FY 2017/2018 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 14, 2017**

County/City	Population 4/1/2010	Percentage of Population	City Share Percentage	LAFCO Cost
KINGS COUNTY POP.	152982			
AVENAL	9083	5.94%	9.06%	\$2,707.76
CORCORAN	12697	8.30%	12.66%	\$3,783.69
HANFORD	53967	35.28%	53.82%	\$16,085.19
LEMOORE	24531	16.04%	24.46%	\$7,310.36
CITY SUB TOTAL	100278	65.55%	100.00%	\$29,887
Prison Population	18538	12.12%		
Federal Territories	7799	5.10%		
UNINCORPORATED	26367	17.24%		\$29,887
		100.00%		\$59,774.00

Prepared by: LAFCO of Kings County, April 14, 2017

LOCAL AGENCY FORMATION COMMISSION OF KINGS CO.

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

Fiscal Year 2017-2018

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

Run date:

ACCOUNT DESCRIPTION	ACCT. NO.	Budget 16-17	To Date 2/27/17	Difference 2/27/17	% of Bud. Expended to Date	2/27/17 Estimated 16-17	DEPT. REQ'T 2017-2018	Change 16-17 to 17-18	% Change 16-17 to 17-18
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

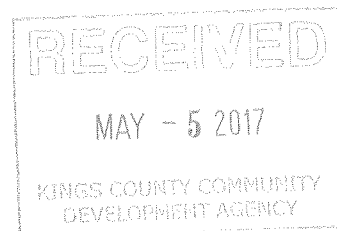
SERVICES & SUPPLIES:									
ACCOUNT DESCRIPTION	ACCT. NO.	Budget 16-17	To Date 2/27/17	Difference 2/27/17	% of Bud. Expended to Date	2/27/17 Estimated 16-17	DEPT. REQ'T 2017-2018	Change 16-17 to 17-18	% Change 16-17 to 17-18
Communications	82-212000	\$ 80	\$ 48	\$ 32	59.55%	\$ 72	\$ 80	\$ -	0.00%
Memberships	82-220000	\$ 2,548	\$ 2,548	\$ -	100.00%	\$ 2,300	\$ 2,726	\$ 178	6.99%
Office Expenses	82-222000	\$ 250	\$ 66	\$ 184	26.46%	\$ 100	\$ 250	\$ -	0.00%
Record Storage Charges	82-222015	\$ 333	\$ 259	\$ 74	77.78%	\$ 316	\$ 333	\$ -	0.00%
Postage & Freight	82-222030	\$ 400	\$ 19	\$ 381	4.74%	\$ 400	\$ 163	\$ (237)	-59.25%
Offset Printing/Stores	82-222040	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Legal Expenses	82-223005	\$ 1,000	\$ 2,841	\$ (1,841)	284.05%	\$ 4,302	\$ 3,500	\$ 2,500	250.00%
Publi. and Legal Notices	82-224000	\$ 360	\$ 121	\$ 239	33.61%	\$ 183	\$ 360	\$ -	0.00%
Rents & Leases - Equipment	82-225000	\$ 1,000	\$ 664	\$ 336	66.40%	\$ 1,006	\$ 1,085	\$ 85	8.50%
Rents & Leases - Computer	82-225015	\$ 239	\$ 239	\$ -	100.00%	\$ 362	\$ -	\$ (239)	-100.00%
Purchasing Charges	82-228200	\$ 61	\$ 38	\$ 23	62.77%	\$ 58	\$ 68	\$ 7	11.48%
Bd. & Comm. Mem. Expenses	82-228205	\$ 2,780	\$ -	\$ 2,780	0.00%	\$ -	\$ 3,064	\$ 284	10.22%
Consultant Expense	82-223060	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
CAP Charges	82-314060	\$ 1,539	\$ 770	\$ 769	50.03%	\$ 1,166	\$ 2,956	\$ 1,417	92.07%
In-Service Training	82-228465	\$ 1,400	\$ 1,190	\$ 210	85.00%	\$ 1,802	\$ 1,700	\$ 300	21.43%
Motor Pool Serv.	82-229000	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -	N/A
Travel & Expenses	82-229010	\$ 3,552	\$ 789	\$ 2,763	22.21%	\$ 1,195	\$ 5,000	\$ 1,448	40.77%
Utilities	82-230000	\$ 500	\$ 243	\$ 257	48.61%	\$ 368	\$ 550	\$ 50	10.00%
Administrative Allocation	82-314000	\$ 37,852	\$ 21,997	\$ 15,855	58.11%	\$ 33,315	\$ 39,286	\$ 1,434	3.79%
Information Tech Services	82-314050	\$ 2,720	\$ -	\$ 2,720	0.00%	\$ -	\$ 1,702	\$ (1,018)	
Utility Bond	82-8100010	\$ -	\$ 256	\$ (256)	-	\$ 388	\$ 451	\$ 451	100.00%
TOTAL SERV/SUPP:		\$ 56,614	\$ 32,088	\$ 24,526	56.68%	\$ 47,334	\$ 63,274	\$ 6,660	11.76%

REVENUE:									
ACCOUNT DESCRIPTION	ACCT. NO.	Budget 16-17	To Date 2/27/17	Difference 2/27/17	% of Bud. Expended to Date	2/27/17 Estimated 16-17	DEPT. REQ'T 2017-2018	Change 16-17 to 17-18	% Change 16-17 to 17-18
INTERGOV'T REVENUE									
Cities-LAFCO Shares	81-540012	\$ 27,063	\$ -	\$ (27,063)	0.00%	\$ -	\$ 29,887	\$ 2,824	10.43%
CHARGES FOR SERVICES									
LAFCO Fees	816352	\$ 3,000	\$ -	\$ (3,000)	0.00%	\$ -	\$ 3,000	\$ -	0.00%
LAFCO MSR/SOI Fees		\$ -	\$ -	\$ -	0.00%	\$ -	\$ 500	\$ 500	0.00%
TOTAL REVENUE:		\$ 30,063	\$ -	\$ (30,063)	0.00%	\$ -	\$ 33,387	\$ 3,324	11.1%

TOTALS									
ACCOUNT DESCRIPTION	ACCT. NO.	Budget 16-17	To Date 2/27/17	Difference 2/27/17	% of Bud. Expended to Date	2/27/17 Estimated 16-17	DEPT. REQ'T 2017-2018	Change 16-17 to 17-18	% Change 16-17 to 17-18
SALARIES & BENEFITS:		\$ -	\$ -	\$ -	N/A	\$ -	\$ 0	\$ 0	N/A
SERVICES & SUPPLIES:		\$ 56,614	\$ 25,470	\$ 31,144	56.68%	\$ 47,334	\$ 63,274	\$ 6,660	11.76%
FIXED ASSETS:	824500	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0.00%
GROSS EXPENDITURES:		\$ 56,614	\$ 25,470	\$ 31,144	44.99%	\$ 47,334	\$ 63,274	\$ 6,660	11.76%
REVENUE:		\$ 30,063	\$ -	\$ 30,063	0.00%	\$ -	\$ 33,387	\$ 3,324	11.06%
COST APPLIED:	825380	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0.00%
GEN. FUND CONTRIBUTION:		\$ (26,551)	\$ (25,470)	\$ (1,081)	95.93%	\$ (47,334)	\$ (29,887)	\$ (3,336)	12.56%

May 3, 2017

Kings LAFCo
1400 W. Lacey Blvd., Bldg. 6
Hanford, CA 93230



Dear Kings LAFCo Commission,

On behalf of the California Association of Local Agency Formation Commissions (CALAFCO), I would like to thank your commission for allowing your staff the opportunity to attend the CALAFCO 2017 annual staff workshop, held in Fresno, April 5 through 7.

We know how lean budgets and resources continue to be, and understand that prioritizing expenditures can be difficult. Ensuring your staff has access to ongoing professional development and specialized educational opportunities allows them the opportunity to better serve your commission and fulfill the mission of LAFCo. The sharing of information and resources among the LAFCo staff statewide serves to strengthen their network and creates opportunities for rich and value-added learning that is applied within each LAFCo.

Thank you again for supporting your staff's participation in the CALAFCO 2017 staff workshop. We truly appreciate your membership and involvement in CALAFCO. It remains our mission to provide high quality educational and networking opportunities for you as our valued member.

Yours sincerely,

A handwritten signature in cursive script, appearing to read "Pamela Miller".

Pamela Miller
Executive Director