

Local Agency Formation Commission OF KINGS COUNTY

CITY MEMBERS

Sid Palmerin

Alvaro Preciado

Patricia Matthews, Alternate**COUNTY MEMBERS**

Joe Neves

Doug Verboon

Richard Valle, Alternate**PUBLIC MEMBERS**

Dan Chin

Martin Devine, Alternate

Chuck Kinney, Executive Officer, (559) 852-2674

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

**SPECIAL MEETING DATE AND TIME:
Wednesday, March 22, 2023 at 1:00 P.M.**

The Local Agency Formation Commission of Kings County Special Meeting will be held in the Hanford Civic Auditorium, 400 N. Douty Street, Hanford, CA 93230, California.

Members of the public who wish to comment may submit written comments on any matter within LAFCO's subject matter jurisdiction, regardless of whether it is on the agenda for Commission 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 Secretary of LAFCO no later than 8:00 a.m. on the morning of the noticed meeting. To submit written comments by email, please forward them to Chanda.Jackson@co.kings.ca.us. To submit such comments by U.S. Mail, please forward them to: Kings LAFCO, 1400 W. Lacey Blvd. Building #6, 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 February 22, 2023 Minutes

II. OLD BUSINESS

None

III. NEW BUSINESS

- A. LAFCO Preliminary Budget FY 2023-2024**
 - 1) Executive Officer's Report**
 - 2) Set the first Public Hearing for April 19, 2023**

IV. LEGISLATION

None

V. MISCELLANEOUS

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

VII. ADJOURNMENT

- A. Next Scheduled Meeting –April 19, 2023 at 1:00 p.m.**

LOCAL AGENCY FORMATION COMMISSION MINUTES

CITY MEMBERS

Sid Palmerin
Alvaro Preciado
Patricia Matthews - Alternate

COUNTY MEMBERS

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

PUBLIC MEMBERS

Dan Chin
Martin Devine - 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 1:01 p.m., on February 22, 2023, in the Hanford Civic Auditorium, located at 400 N. Douty Street, in Hanford, California.

COMMISSIONERS PRESENT: Joe Neves, Richard Valle, Sid Palmerin,
Martin Devine, Patricia Matthews

COMMISSIONERS ABSENT: None

STAFF PRESENT: Chuck Kinney – Executive Officer
Alex Hernandez – Assistant Executive Officer
Sean Cash — Counsel
Chanda Jackson – Clerk

VISITORS PRESENT: Onan Champi

UNSCHEDULED APPEARANCES: Onan Champi spoke on behalf of Champi Fencing on 10th Ave in Hanford. He questioned the methodology of the recent annexation in Hanford and the effect it is having on his family business, which has been around for 70 years. He requested clarity and explanation of the responsibilities between the municipalities and LAFCO as they apply to annexations.

ELECTION OF OFFICERS:

A motion was made and seconded (Verboon/Devine) to nominate Commissioner Neves for Chairman. Motion carried with five in favor. A motion was made and seconded (Verboon/Devine) to nominate Commissioner Palmerin for Vice Chairman. Motion carried with five in favor.

APPROVAL OF MINUTES:

A motion was made and seconded (Palmerin/Verboon) to approve the minutes of the September 28, 2022 meeting. Motion carried unanimously with five in favor.

OLD BUSINESS:

A. None

NEW BUSINESS

A. **2023 CALAFCO Staff Workshop** – Mr. Kinney provided an overview of the 2023 CALAFCO Staff Workshop. He also introduced Alex Hernandez, newly appointed LAFCO staff. Mr. Kinney requested authorization for Mr. Hernandez, Sean Cash, and himself to attend the Workshop. He

explained the total expense for the three to attend would be approximately \$4,000 plus, which would leave approximately \$1,000 in the LAFCO travel training budget with no other anticipated trainings. Mr. Cash stated he will likely not be attending the Workshop as he will be transitioning into a new job position and will no longer be representing Kings LAFCO. He will be no longer with Kings County Counsel as of March 20, 2023. He advised an alternate member of County Counsel will likely be able to attend in his place.

A motion was made and seconded (Verboon/Devine) to authorize attendance to the 2023 CALAFCO Staff Workshop for Chuck Kinney, Alex Hernandez, and an unnamed member of Counsel. Motion carried unanimously with five in favor.

LEGISLATION

Mr. Kinney shared that there was nothing to report. He also mentioned there will be a CALAFCO meeting in regard to future legislation including four Brown Act bills and sixteen other bills. He stated he anticipates a report for the Commission after Friday.

MISCELLANEOUS

- A. Correspondence** – None
- B. Items from the Commission** – Chairman Neves asked Mr. Kinney to provide Commissioner Divine with information regarding the history and process of annexations. Commissioner Matthews mentioned a few of the new and upcoming projects in Lemoore, including a cookie bakery and a truck stop.
- C. Staff Comments** – Chairman Neves addressed this meeting being Sean Cash's last meeting as LAFCO Counsel. Mr. Kinney formally introduced Alex Hernandez as the Deputy Director of Community Development Agency. Mr. Kinney also mentioned application for a Sphere of Influence Amendment as well as annexation for Tulare Lake Drainage District. Mr. Kinney also stated he expects the last island annexation for Hanford will be moving forward. He additionally acknowledged a draft budget will be presented and available at the next LAFCO meeting.

ADJOURNMENT – With no further business before the Commission, the meeting was adjourned at 1:38 p.m.

- A. A meeting is scheduled for March 22, 2023 at 1:00 p.m.**

Respectfully submitted,

**LOCAL AGENCY FORMATION COMMISSION
OF KINGS COUNTY**



Chuck Kinney, Executive Officer

Local Agency Formation Commission OF KINGS COUNTY

Date: March 22, 2023

To: LAFCO Commissioners

From: Chuck Kinney, Executive Officer

Subject: Preliminary LAFCO FY 2023/2024 Budget

Background

LAFCO is required to hold two public hearings prior to adoption of the LAFCO Budget. Historically, the LAFCO Executive Officer has provided a Preliminary LAFCO budget to the Commission in March and requests that the LAFCO Commission set budget hearings for regular meetings in April and May. State law requires that the LAFCO Budget be adopted by the end of May each year.

The Preliminary LAFCO FY Budget for 2023/2024 Budget is provided, but may have a few minor modifications as some Kings County associated costs are still being factored in. The overall budget, however, will be very close to this preliminary estimate. This budget will be approximately the same as last year.

Recommend

The Executive Officer recommends that the LAFCO Commission set the first Public Hearing for the LAFCO FY 2023/2024 Budget on April 19, 2023 and direct staff to send notice to the county and each city.

LOCAL AGENCY FORMATION COMMISSION OF KINGS CO.

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

Fiscal Year 2023-2024

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

Run date:

| ACCOUNT DESCRIPTION | | ACCT. NO. | Budget 22-23 | To Date 2/27/23 | Difference 2/27/23 | % of Bud. Expended to Date | 2/27/23 Estimated 22-23 | DEPT. REQ'T 2023-2024 | Change 22-23 to 23-24 | % Change 22-23 to 23-24 |
|---------------------------------|-------|-----------|--------------|-----------------|--------------------|----------------------------|-------------------------|-----------------------|-----------------------|-------------------------|
| 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 22-23 | To Date 2/27/23 | Difference 2/27/23 | % of Bud. Expended to Date | 2/27/23 Estimated 22-23 | DEPT. REQ'T 2023-2024 | Change 22-23 to 23-24 | % Change 22-23 to 23-24 |
| Communications | 92006 | 82-212000 | \$ 80 | \$ 59 | \$ 21 | 74.29% | \$ 36 | \$ 80 | \$ - | 0.00% |
| Office Expenses | 92018 | 82-222000 | \$ 250 | \$ 21 | \$ 229 | 8.23% | \$ 12 | \$ 250 | \$ - | 0.00% |
| Memberships | 92027 | 82-220000 | \$ 3,313 | \$ 3,313 | \$ - | 100.00% | \$ 3,261 | \$ 3,313 | \$ - | 0.00% |
| Record Storage Charges | 92032 | 82-222015 | \$ 288 | \$ 170 | \$ 118 | 59.18% | \$ 316 | \$ 304 | \$ 16 | 5.56% |
| Postage & Freight | 92033 | 82-222030 | \$ 12 | \$ 775 | \$ (763) | 6456.58% | \$ 400 | \$ 500 | \$ 488 | 4066.67% |
| Offset Printing/Stores | 92035 | 82-222040 | \$ - | \$ - | \$ - | #DIV/0! | \$ - | \$ - | \$ - | #DIV/0! |
| Legal Expenses | 92038 | 82-223005 | \$ 11,000 | \$ 896 | \$ 10,105 | 8.14% | \$ 539 | \$ 11,000 | \$ - | 0.00% |
| Publi. and Legal Notices | 92056 | 82-224000 | \$ 1,050 | \$ 215 | \$ 835 | 20.46% | \$ 129 | \$ 1,050 | \$ - | 0.00% |
| Rents & Leases - Equipment | 92057 | 82-225000 | \$ 1,215 | \$ 581 | \$ 634 | 47.82% | \$ 350 | \$ 1,276 | \$ 61 | 5.02% |
| Purchasing Charges | 92068 | 82-228200 | \$ 89 | \$ 52 | \$ 37 | 58.75% | \$ 31 | \$ 104 | \$ 15 | 16.85% |
| Bd. & Comm. Mem. Expenses | 92069 | 82-228205 | \$ 3,064 | \$ 60 | \$ 3,004 | 1.96% | \$ 36 | \$ 3,064 | \$ - | 0.00% |
| Travel & Expenses | 92090 | 82-229010 | \$ 6,700 | \$ 1,629 | \$ 5,071 | 24.32% | \$ 981 | \$ 6,700 | \$ - | 0.00% |
| Motor Pool Serv. | 92089 | 82-229000 | \$ - | \$ - | \$ - | N/A | \$ - | \$ - | \$ - | N/A |
| Utilities | 92094 | 82-230000 | \$ 600 | \$ 273 | \$ 327 | 45.46% | \$ 164 | \$ 650 | \$ 50 | 8.33% |
| CAP Charges | 93038 | 82-314060 | \$ 850 | \$ 638 | \$ 213 | 75.00% | \$ 384 | \$ 1,602 | \$ 752 | 88.47% |
| Information Tech Services | 93048 | 82-314050 | \$ 1,031 | \$ - | \$ 1,031 | 0.00% | \$ - | \$ 1,000 | \$ (31) | |
| Administrative Allocation | 93057 | 82-314000 | \$ 46,287 | \$ 21,546 | \$ 24,741 | 46.55% | \$ 12,977 | \$ 46,287 | \$ - | 0.00% |
| Utility Bond | 98001 | 82-8100010 | \$ 373 | \$ 337 | \$ 36 | 90.30% | \$ 203 | \$ 358 | \$ (15) | -4.02% |
| Consultant Expense | 92048 | 82-223060 | \$ - | \$ - | \$ - | 0.00% | \$ - | \$ 1,100 | \$ 1,100 | 0.00% |
| TOTAL SERV/SUPP: | | | \$ 76,202 | \$ 30,564 | \$ 45,638 | 40.11% | \$ 19,821 | \$ 78,638 | \$ 2,436 | 3.20% |

| REVENUE: | | | | | | | | | | |
|-----------------------------|-------|-----------|--------------|-----------------|--------------------|----------------------------|-------------------------|-----------------------|-----------------------|-------------------------|
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| INTERGOV'T REVENUE | | | | | | | | | | |
| Cities-LAFCO Shares | 80008 | 81-540012 | \$ 36,101 | \$ - | \$ (36,101) | 0.00% | \$ - | \$ 37,319 | \$ 1,218 | 3.37% |
| CHARGES FOR SERVICES | | | | | | | | | | |
| LAFCO Fees | 87095 | 81607025 | \$ 4,000 | \$ 8,000 | \$ 4,000 | 200.00% | \$ 4,818 | \$ 4,000 | \$ - | 0.00% |
| LAFCO MSR/SOI Fees | | | \$ - | \$ - | \$ - | 0.00% | \$ - | \$ - | \$ - | 0.00% |
| TOTAL REVENUE: | | | \$ 40,101 | \$ 8,000 | \$ (32,101) | 19.95% | \$ 4,818 | \$ 41,319 | \$ 1,218 | 3.0% |

| TOTALS | | | | | | | | | | |
|---------------------------------|-------|-----------|--------------|-----------------|--------------------|----------------------------|-------------------------|-----------------------|-----------------------|-------------------------|
| ACCOUNT DESCRIPTION | | ACCT. NO. | Budget 22-23 | To Date 2/27/23 | Difference 2/27/23 | % of Bud. Expended to Date | 2/27/23 Estimated 22-23 | DEPT. REQ'T 2023-2024 | Change 22-23 to 23-24 | % Change 22-23 to 23-24 |
| SALARIES & BENEFITS: | | | \$ - | \$ - | \$ - | N/A | \$ - | \$ 0 | \$ 0 | N/A |
| SERVICES & SUPPLIES: | | | \$ 76,202 | \$ 30,564 | \$ 45,638 | 40.11% | \$ 19,821 | \$ 78,638 | \$ 2,436 | 3.20% |
| FIXED ASSETS: | | 824500 | \$ - | \$ - | \$ - | 0% | \$ - | \$ - | \$ - | 0.00% |
| GROSS EXPENDITURES: | | | \$ 76,202 | \$ 30,564 | \$ 45,638 | 0.00% | \$ 19,821 | \$ 78,638 | \$ 2,436 | 3.20% |
| REVENUE: | | | \$ 40,101 | \$ 8,000 | \$ 32,101 | 19.95% | \$ 4,818 | \$ 41,319 | \$ 1,218 | 3.04% |
| COST APPLIED: | 98000 | 825380 | \$ - | \$ - | \$ - | 0% | \$ - | \$ - | \$ - | 0.00% |
| GEN. FUND CONTRIBUTION: | | | \$ (36,101) | \$ 8,000 | \$ (44,101) | -22.16% | \$ (15,003) | \$ (37,319) | \$ (1,218) | 3.37% |