

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

MINUTES

**LOCAL AGENCY FORMATION COMMISSION OF MONTEREY
COUNTY**

Adopted May 20, 2013

Monday, April 22, 2013

4:00 p.m.

**Board of Supervisors Chambers
Monterey County Government Center
168 West Alisal Street, First Floor
Salinas, California**

**2013
Commissioners**

Chair

Bruce Delgado
City Member

Vice Chair

Louis R. Calcagno
County Member

Fernando Armenta
County Member, Alternate

Sherwood Darington
Public Member

Matt Gourley
Public Member, Alternate

Joe Gunter
City Member, Alternate

Maria Orozco
City Member

Warren E. Poitras
*Special District Member,
Alternate*

Simón Salinas
County Member

Steve Snodgrass
Special District Member

Graig R. Stephens
Special District Member

Staff

Kate McKenna, AICP
Executive Officer

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CALL TO ORDER

The Local Agency Formation Commission was called to order by Chair Delgado at 4:02 p.m. in the Monterey County Board of Supervisors Chambers.

ROLL CALL

Members Present

Commissioner Calcagno (Chair Pro Tempore)
Commissioner Darington
Commissioner Delgado (Chair)
Commissioner Gourley
Commissioner Gunter
Commissioner Orozco
Commissioner Poitras
Commissioner Salinas
Commissioner Snodgrass
Commissioner Stephens

Members Absent

None

Members not Present (Presence Not Required)

Commissioner Armenta and Commissioner Gourley

Staff Present

Kate McKenna, AICP, Executive Officer

Thomas A. McCue, AICP, Sr. Analyst

Leslie J. Girard, LAFCO General Counsel

Gail Lawrence, LAFCO Clerk to the Commission

PLEDGE OF ALLEGIANCE

Commissioner Chair Delgado led the Pledge of Allegiance

4. Public Comments

None.

5. Commissioner Announcements

Chair Delgado congratulated Commissioner Steve Snodgrass who was recently honored as Volunteer Individual of the Year by United Way of Santa Cruz; and congratulated Commissioner Graig Stephens and his wife, Council Member Pat Stephens, honored as "Citizens of the Year" by the Soledad Chamber of Commerce.

6. Consent Items

- a. Adopt Draft Minutes of March 25, 2013 Regular LAFCO Meeting.
- b. Accept Draft Notes of Budget and Finance Committee Meeting of March 28, 2013.
- c. Approve the Register of Checks for March 2013.
- d. Accept the List of Anticipated Future Agenda Items.
- e. Accept the Draft Financial Statements for the Period Ending February 28, 2013.
- f. Consider Third Quarter Review of the Fiscal Year 2012-2013 Budget, and Approve Resolution 13-05 to:
 - 1 Adopt Amendment No. 1 to the Fiscal Year 2012-2013 Budget, to Transfer \$5,000 from Line Item 7245 – (Outside Professional Services – General Counsel and Special Counsel) to Line Item 7270 (Recruitment Advertising), with No Net Change to Overall Budget;
 - 2) Authorize Expenditures from Line Item 6000 (Employee Salaries) and Line Item 6100 (Employee Benefits) in the Fiscal Year 2012-2013 Budget, relating to Clerical Staffing Costs (Up to \$10,000); Transition Period Costs for Professional Staffing Services (Up to \$15,000) and a Lump Sum Pay-Off of LAFCO's CalPERS Retirement

Plan Side Fund Liability (\$14,621); and

- 3) Authorize Fiscal Year 2012-2013 Balance Sheet Journal Entry Transfers on June 30, 2013 from Account No. 3850 (Unreserved Fund Balance) to Line Items 6000 and 6100 (Employee Salaries and Benefits), if Current Year Revenues are Insufficient to Cover the Expenses listed in Item 6.f.2 Above.
- g. Receive Report on Activities of the California Association of Local Agency Formation Commissions.

There were no Commission or public comments for the Consent Items.

Commission Action

Upon motion by Commissioner Darington, seconded by Chair Delgado, the Consent Items were unanimously approved and accepted.

7. Public Hearings

- a. Consider Proposed Annual Work Program for Fiscal Year 2013-2014.

Chair Delgado opened the Public Hearing.

There were no public comments for this item. The Public Hearing was closed.

Commission Members offered comments.

Commission Action

Upon motion by Commissioner Salinas, seconded by Commissioner Snodgrass, the Draft Proposed Work Program for Fiscal Year 2013-2013 was unanimously approved per recommendations of the Budget and Finance Committee.

- b. Consider Draft Proposed Annual Budget for Fiscal Year 2013-2014.

Chair Delgado opened the Public Hearing and received one question about special district allocations.

Executive Officer McKenna responded to the question. The Public Hearing was closed.

Commission Members discussed the proposed budget with the Budget and Finance Committee and offered suggestions and comments.

Commission Action

Upon motion by Commissioner Snodgrass, seconded by Commissioner Stephens, the

Commission approved the Draft Proposed Annual Budget for Fiscal Year 2013-2014 as recommended by the Budget and Finance Committee with modifications to fund a second journey-level Analyst position instead of hiring outside professional consultant assistance; to authorize use of LAFCO's prior year revenue (the Unreserved Fund) to help pay for the additional position (\$20,000) and build up the Reserve for Contingency (\$5,000); directed that the adopted proposed budget be circulated to local agencies for review and comment; and set May 20, 2013 as the hearing date for adoption of a final budget, by the following vote:

AYES: Commissioners Calcagno, Delgado, Orozco, Salinas, Snodgrass, and Stephens
NOES: Commissioner Darington
ABSTAIN: None
ABSENT: None

8. Commissioner Announcements

Chair Pro Tempore Calcagno requested that information about Assembly Bill 54 be brought to the Commission's next meeting for review and discussion.

9. Executive Officer Announcements

Executive Officer McKenna reported on the completion of a Work Program Task relating to Mutual Water Companies; updated the Commission regarding the staff recruitment status; and reported on the status of the Memorandum of Agreement process with the City of Greenfield and County of Monterey.

10. Closed Session

Chair Delgado announced adjournment to Closed Session at 4:50 p.m. Commissioner Graig Stephens recused himself from the Closed Session and left the meeting at 4:50 p.m.

The meeting reconvened at 5:15 p.m.

Pursuant to Government Code Section 54956.9 (a) and (d), the Commission conferred with its General Counsel in Closed Session concerning one matter of significant exposure to litigation. General Counsel Girard reported out of the closed session that direction had been given.

11. Adjournment to Next Meeting

Chair Delgado adjourned the meeting at 5:17 p.m. The next regular LAFCO meeting is scheduled for Monday, May 20, 2013 at 4:00 p.m.