

AGENDA LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

REGULAR COMMISSION MEETING
Monday, May 23, 2022

4:00 p.m.

The Commission will hold this meeting virtually only, without a physical location for public participation. The meeting is accessible by phone or video conference and livestreaming, in order to avoid public gatherings and until further notice.

Public Participation Instructions

1. **To Participate in the Meeting:** Use the Zoom app on your smart phone, laptop, tablet or desktop and click on this link: <https://montereycty.zoom.us/j/99909236298>

The meeting ID is: [999 0923 6298](https://montereycty.zoom.us/j/99909236298). There is no password. To make a public comment, please “Raise your Hand.”

2. **To View this Meeting:** Please click on the following link to the LAFCO of Monterey County YouTube site: <https://www.youtube.com/channel/UCIF6pPx2hn3Ek94Wg0UI7QA>

Then click on the Live Stream of the scheduled meeting.

3. **To Participate by Phone:** Please call: +1 669 900 6833
Enter the meeting ID: [999 0923 6298](https://montereycty.zoom.us/j/99909236298) when prompted. There is no participant code – just enter the and the pound sign # after the recording prompts you. To make a public comment by phone, please push *9 on your phone keypad.
4. **To Make Remote Public Comments Via Email:** Written comments can be emailed to the Clerk to the Commission at: malukis@monterey.lafco.ca.gov. Please include the following Subject Line: “Public Comment – Agenda Item #__”. Written comments must be received by noon on the day of the meeting. All submitted comments will be provided to the Commission for consideration, compiled as part of the record, and may be read into the record.

Call to Order

Roll Call

Pledge of Allegiance

General Public Comments

Anyone may address the Commission briefly about items not already on the Agenda.

Special Business

1. [Resolution of Appreciation and Commendation for Outgoing Special District Member Commissioner \(Alternate\) Graig Stephens for Distinguished Service to the Local Agency Formation Commission of Monterey County.](#)
Recommended Actions: Receive presentation by Chair Lopez and adopt Resolution.
2. [Consider a Resolution Declaring the 2022 Selection Results of the Independent Special District Selection Committee for a LAFCO Alternate Member Representative.](#)
Recommended Action: Adopt a Resolution Declaring the Results of a Process to Select an Alternate Special District Member Representative on LAFCO.
3. [Administer the Oath of Office for Alternate Special District Member Commissioner David Kong for a Term Ending on the First Monday in May 2026.](#)
Recommended Action: LAFCO Chair Lopez will administer the Oath of Office.
4. [Select the LAFCO Chair and Chair Pro Tempore for a Period Ending in May 2023.](#)
Recommended Action: Conduct the Selection Process.

Consent Agenda

All items on the Consent Agenda will be approved in one motion and there will be no discussion on individual items, unless a Commissioner or member of the public requests a specific item to be pulled from the Consent Agenda for separate discussion.

5. [Approve finding, pursuant to AB 361 and in order for the Commission to continue to meet remotely, that the COVID-19 pandemic state of emergency declared by Governor Newsom is still in effect; that the Commission has reconsidered the circumstances of the state of emergency; and that the Monterey County Health Officer continues to recommend social distancing measures for meetings of legislative bodies.](#)
Recommended Action: Pursuant to AB 361 and in order for the Commission to continue to meet remotely, the Commission finds: that the COVID-19 pandemic state of emergency declared by Governor Newsom is still in effect; that the Commission has reconsidered the circumstances of the state of emergency; and that the Monterey County Health Officer continues to recommend social distancing measures for meetings of legislative bodies of local agencies.
6. [Approve Draft Minutes from the April 25, 2022 LAFCO Regular Meeting.](#)
Recommended Action: Approve minutes.
7. [Approve Draft Notes from the May 5, 2022 LAFCO Budget & Finance Committee Meeting.](#)
Recommended Action: Approve notes.

8. [Approve Bank Warrant Register for April 2022.](#)
Recommended Action: Approve warrant register.
9. [Approve Draft Financial Statements for Period Ending March 31, 2022.](#)
Recommended Action (By Budget & Finance Committee): Approve the financial statements.
10. [Adopt Resolution Approving Amendments to Salary Ranges for the Analyst and Clerk Job Classifications, with an Effective date of July 1, 2022.](#)
Recommended Action (By Budget & Finance Committee): Adopt resolution.
11. [Accept Report on Anticipated Agenda Items and Progress Report on LAFCO Special Studies.](#)
Recommended Action: Accept report.
12. [Accept Report on Activities of the California Association of Local Agency Formation Commissions.](#)
Recommended Action: Accept report.

Executive Officer's Communications

The Executive Officer may make brief announcements about LAFCO activities, for information only.

13. [Executive Officer's Communications](#)
 - (a) Greenfield-Area Public Agencies.

Closed Session

14. Pursuant to Government Code Section 54956.9(d)(1), the Commission will confer with legal counsel regarding existing litigation: *Monterey Peninsula Water Management District v. Local Agency Formation Commission of Monterey County; Commissioners of the Local Agency Formation Commission of Monterey County; and DOES 1 through 20, (Monterey County Superior Court Case No. 22CV000925).*

The Commission Recesses for Closed Session Agenda Items

Closed Session may be held at the conclusion of the Commission's Regular Agenda, or at any other time during the course of the meeting, before or after the scheduled time, announced by the Chairperson of the Commission. The public may comment on Closed Session items prior to the Board's recess to Closed Session.

Public Comments on Closed Session Items

Reconvene on Public Agenda Items

Roll Call

Read Out from Closed Session by LAFCO General Counsel

Read out by General Counsel will only occur if there is reportable action (s).

Commissioner Comments

Individual Commissioners may comment briefly on matters within the jurisdiction of LAFCO. No discussion or action is appropriate, other than referral to staff or setting a matter as a future agenda item.

Adjournment to the Next Meeting

The next regular (remote) LAFCO Meeting is scheduled for Monday, June 27, 2022 at 4:00 pm. This meeting will be immediately preceded by a special (remote) LAFCO Meeting on June 27 at 4:00 p.m. to consider AB 361 findings.

Alternative Formats and Facility Accommodations: If requested, the agenda packet will be made available in alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 USC 12132) and the federal rules and regulations adopted in implementation thereof. Also, if requested, facility or other accommodations will be made for persons with disabilities. Please contact (831) 754-5838 for assistance.

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

LOCAL AGENCY FORMATION COMMISSION
P.O. Box 1369
Salinas, CA 93902
Telephone (831) 754-5838

132 W. Gabilan Street, Suite 102
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www.monterey.lafco.ca.gov

KATE McKENNA, AICP
Executive Officer

DATE: May 23, 2022
TO: Chair and Members of the Formation Commission
FROM: Kate McKenna, AICP, Executive Officer
SUBJECT: Resolution of Appreciation – Graig Stephens for Distinguished Service

SUMMARY OF RECOMMENDATION:

It is recommended that the Commission receive a presentation by Chair Lopez and adopt Resolution.

EXECUTIVE OFFICER’S REPORT:

As previously reported, Commissioner Graig Stephens’ term on LAFCO expires this month and he chose to retire from the position. To acknowledge his twelve years of service, the Commission will act on a Resolution of Appreciation for his service as an elected Special District representative to LAFCO of Monterey County.

In addition to his role at LAFCO, Commissioner Graig Stephens’ commitment to service and community is exemplified by many years in leadership positions. These include the Soledad Community Health Care District Board, the Soledad Community Health Care District Foundation Board, the Soledad Historical Society Board, the City of Soledad (serving eight years on the City Council, including two years as Mayor), the Association of Monterey Bay Area Governments Board (including a term as President in 1984), and Mission Soledad Rural Fire Protection District (25 years as a volunteer firefighter and five years as Volunteer Fire Chief). Commissioner Stephens is also a respected educator with a 40-year career as a public high school teacher, and he served for many years on the Soledad Education Foundation.

We will cherish, remember and benefit from his many contributions to LAFCO, special districts and his community. The ceremonial Resolution has been delivered to Commissioner Stephens, and will be presented to him by Chair Lopez on May 23.

Respectfully Submitted,



Kate McKenna, AICP
Executive Officer

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KATE McKENNA, AICP
Executive Officer

DATE: May 23, 2022
TO: Chair and Members of the Formation Commission
FROM: Kate McKenna, AICP, Executive Officer
SUBJECT: Resolution Declaring the 2022 Selection Results of the Independent Special District
 Selection Committee – Alternate Special District Member

SUMMARY OF RECOMMENDATION:

It is recommended that the Commission adopt a Resolution (Attachment 1) declaring the 2022 results of a process by the Independent Special District Selection Committee to select a Special District Member (Alternate) Representative to serve on LAFCO.

EXECUTIVE OFFICER’S REPORT:

Attached is the resolution declaring the result of the Independent Special District Selection Committee election that ended on May 13, 2022. David Kong was elected to fill a Special District Member (Alternate) Commissioner position. Mr. David Kong serves as Board President for the Greenfield Cemetery District and the Greenfield Public Recreation District. He will fill the Alternate seat that had been held by Graig Stephens. The term of this seat will expire in May 2026.

Respectfully Submitted,



Kate McKenna, AICP
Executive Officer

Attachment: Draft Resolution

cc: Mary Ann Leffel, President, Independent Special Districts Association of Mo. County
 Warren E. Poitras, Vice President, Independent Special Districts Association of Mo. County
 Rick Verbanec, Secretary, Independent Special Districts Association of Mo. County

THE LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

RESOLUTION NO. 22-xx

INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE –
LAFCO ALTERNATE MEMBER SELECTION RESULTS
FOR A TERM ENDING ON THE FIRST MONDAY IN MAY 2026

WHEREAS, an election for one Special District Member (Alternate) Commissioner to serve a four-year term of office on the Commission was called as required by law, and the election was completed on May 13, 2022; and

WHEREAS, the Executive Officer provided a report to the Commission on the results of that election; and

WHEREAS, it is now necessary and appropriate for the Commission to declare the results of the election, and for that elected Member to take an oath of office and be seated with the Commission.

NOW THEREFORE, BE IT RESOLVED, by the Local Agency Formation Commission of Monterey County, that the report of the Executive Officer regarding the results from the election for an Alternate Special District Member Commissioner to serve on the Commission is hereby accepted.

BE IT FURTHER RESOLVED, that the results of the election are hereby declared as follows:

- David Kong (Greenfield Public Recreation District and Greenfield Cemetery District) 13 votes;
- Gail Morton (Marina Coast Water District) 11 votes;

BE IT FURTHER RESOLVED, that David Kong is hereby declared to be elected to a position of Special District Member (Alternate) Commissioner pursuant to the above declared election results.

UPON MOTION OF Commissioner _____, seconded by Commissioner _____, the foregoing resolution is adopted this 23rd day of May 2022 by the following vote:

AYES: Commissioners:
NOES: Commissioners:
ALTERNATES: Commissioners: (Non-Voting)
ABSENT: Commissioners:
ABSTAIN: Commissioners:

By: _____
Christopher Lopez, Chair
Local Agency Formation Commission of Monterey County

ATTEST: I certify that the within instrument is a true and complete copy of the original resolution of said Commission on file within this office.

Witness my hand this 23rd day of May 2022.

By: _____
Kate McKenna, AICP, Executive Officer

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

Kate McKenna, AICP
Executive Officer

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DATE: May 23, 2022
TO: Chair and Members of the Formation Commission
FROM: Kate McKenna, AICP, Executive Officer
SUBJECT: Oath of Office – Independent Special District (Alternate) Member Commissioner

SUMMARY OF RECOMMENDATION:

It is recommended that Chair Lopez administer the Oath of Office to Commissioner David Kong.

EXECUTIVE OFFICER'S REPORT:

On May 13, the Independent Special District Selection Committee selected Commissioner David Kong to serve as a Special District (Alternate) representative for a four-year term ending in May 2026. A Resolution certifying the election results is provided as Agenda Item No. 2.

Article 20, Section 3 of the California Constitution and Government Code Section 1360 requires the taking of an oath upon entering office or being re-appointed to office.

Respectfully Submitted,



Kate McKenna, AICP
Executive Officer

LAFCO *of Monterey County*

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

Oath of Office

Commissioner David Kong

Do you, David Kong, solemnly swear that you will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that you will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that you take this obligation freely, without any mental reservation or purpose of evasion; and that you will well and faithfully discharge the duties upon which you are about to enter?

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

KATE McKENNA, AICP
Executive Officer

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DATE: May 23, 2022
TO: Chair and Members of the Formation Commission
FROM: Kate McKenna, AICP, Executive Officer
SUBJECT: Selection of Chair and Chair Pro Tempore

SUMMARY OF RECOMMENDATION:

It is recommended that the Commission select the Chair and Chair Pro Tempore for a one-year period ending in May 2023.

EXECUTIVE OFFICER’S REPORT:

LAFCO *Rules and Regulations for the Orderly and Fair Conduct of Hearings* provide that the Commission shall annually, by majority vote, select from its regular members one to serve as Chair and one to serve as Chair Pro Tempore of the Commission until the following May. Any Chair or Chair Pro Tempore selected under the provision of this section shall continue to act as Chair or Chair Pro Tempore until their successors are seated on the Commission.

Currently, County Member Commissioner Chris Lopez serves as the Chair and Special District Member Commissioner Mary Ann Leffel serves as the Chair Pro Tempore.

The *Rules and Regulations* provide that the Commission shall rotate the positions of Chair and Chair Pro Tempore from among Commissioners according to the following schedule:

<u>Chair</u>	<u>Chair Pro Tempore</u>
2019-20 <i>Public Member</i>	<i>City Member</i>
2020-21 <i>City Member</i>	<i>County Member</i>
2021-22 <i>County Member</i>	<i>Special District Member</i>
→ 2022-23 <i>Special District Member</i>	<i>Public Member</i>

Respectfully Submitted,



Kate McKenna, AICP
Executive Officer

Attachment: Section 12. Chair and Chair Pro Tempore from LAFCO *Rules and Regulations for the Orderly and Fair Conduct of Hearings*

THE LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

RESOLUTION NO. 20-15

**RULES AND REGULATIONS FOR THE ORDERLY AND FAIR
CONDUCT OF HEARINGS OF THE LOCAL AGENCY FORMATION COMMISSION
OF MONTEREY COUNTY**

...

Section 12. CHAIR AND CHAIR PRO TEMPORE

At its first meeting in the month of May, the Commission shall by majority vote, select from its regular members one to serve as Chair and one to serve as Chair Pro Tempore of the Commission until the following May. Any Chair or Chair Pro Tempore selected under the provisions of this section shall continue to act as Chair or Chair Pro Tempore until the selection of their successors.

Beginning in May 2020, the positions of Chair and Chair Pro Tempore will be rotated among Commissioners according to the following schedule, and then repeated:

	<u>Chair</u>	<u>Chair Pro Tempore</u>
Year 1	City Member	County Member
Year 2	County Member	Special District Member
Year 3	Special District Member	Public Member
Year 4	Public Member	City Member

...

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KATE McKENNA, AICP
Executive Officer

DATE: May 23, 2022

TO: Chair and Members of the Formation Commission

FROM: Kate McKenna, AICP, Executive Officer

BY: Kelly Donlon, General Counsel

SUBJECT: Approve finding, pursuant to AB 361 and in order for the Commission to continue to meet remotely, that the COVID-19 pandemic state of emergency declared by Governor Newsom is still in effect; that the Commission has reconsidered the circumstances of the state of emergency; and that the Monterey County Health Officer continues to recommend social distancing measures for meetings of legislative bodies.

SUMMARY OF RECOMMENDATION:

Pursuant to AB 361 and in order for the Commission to continue to meet remotely, the Commission finds: that the COVID-19 pandemic state of emergency declared by Governor Newsom is still in effect; that the Commission has reconsidered the circumstances of the state of emergency; and that the Monterey County Health Officer continues to recommend social distancing measures for meetings of legislative bodies of local agencies.

EXECUTIVE OFFICER'S REPORT:

On September 16, 2021, Governor Newsom signed AB 361. This legislation amends the Brown Act to allow meeting bodies subject to the Brown Act to meet via teleconference during a proclaimed state of emergency in accordance with teleconference procedures established by AB 361 rather than under the Brown Act's more narrow standard rules for participation in a meeting by teleconference. AB 361 provides that if a state or local health official recommends social distancing, a "legislative body" – which is defined to include the Commission – may meet remote remotely after September 30, 2021, provided that within 30 days of the first meeting after September 30, and every 30 days thereafter, the legislative body finds 1) the Governor's proclaimed state of emergency is still in effect; 2) the legislative body has reconsidered the circumstances of the state of emergency, and 3) the Monterey County Health Officer continues to recommend social distancing measures for meetings of legislative bodies and/or the state of emergency continues to directly impact the ability of the members to meet safely in person.

The Monterey County Health Officer has recommended and continues to recommend social distancing measures for meetings of legislative bodies, so the Commission was able to meet remotely under AB 361

from October 2021 through May 2022.

The Commission must make the findings at least every 30 days in order to keep meeting remotely. If the Commission makes the findings on May 23, the Commission may continue to meet remotely for the next thirty days. Due to the greater than 30-day separation between the May 23 and June 27 regular meetings of the Commission, the Commission Chair will be requested to schedule a special meeting on June 27 - immediately before the June 27 regular meeting - in order to have the opportunity to renew the AB 361 findings again. If the Commission declines to make the findings on May 23, the June 27 regular meeting would be held under the standard Brown Act requirements. Under those requirements, the meeting must be held in a physical location accessible to the public, and if any Commissioner were to want to participate by teleconference, that teleconference location would need to be identified on the agenda, be accessible and open to the public in a manner that enables the public to participate from that location, and the agenda would need to be posted at that location.

LAFCO Counsel Kelly Donlon was consulted in the preparation of this report.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Kate McKenna". The signature is written in a cursive, flowing style.

Kate McKenna, AICP
Executive Officer

2022

Commissioners

Chair

Christopher Lopez
County Member

Vice Chair

Mary Ann Leffel
Special District Member

Luis Alejo

County Member

Wendy Root Askew

County Member, Alternate

Kimbley Craig

City Member

Matt Gourley

Public Member

Ian Oglesby

City Member

Warren Poitras

Special District Member

Steve Snodgrass

Public Member, Alternate

Graig R. Stephens

Special District Member, Alternate

Anna Velazquez

City Member, Alternate

Counsel

Kelly L. Donlon

General Counsel

Executive Officer

Kate McKenna, AICP

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DRAFT MINUTES

**LOCAL AGENCY FORMATION COMMISSION
OF MONTEREY COUNTY**

Scheduled for Adoption May 23, 2022

Monday, April 25, 2022

All Commissioners and public participated in the meeting on Monday, April 25, 2022 by Zoom video conference or telephone, in order to avoid public gatherings and until further notice.

Call to Order

The Local Agency Formation Commission was called to order by Chair Lopez at 4:00 p.m.

Roll Call

Commissioner Alejo
Commissioner Root Askew
Commissioner Craig
Commissioner Gourley
Commissioner Oglesby
Commissioner Poitras
Commissioner Snodgrass
Commissioner Stephens
Commissioner Velazquez
Vice Chair Leffel
Chair Lopez

Members Absent (Excused Absence)

None

Staff Present

Kate McKenna, Executive Officer
Darren McBain, Principal Analyst
Jonathan Brinkmann, Senior Analyst
Safarina Maluki, Clerk to the Commission/Office Administrator

Also Present

Kelly L. Donlon, General Counsel

Pledge of Allegiance

Commissioner Leffel led the Pledge of Allegiance.

General Public Comments

Anyone may address the Commission briefly about items not already on the Agenda.

There were no public comments.

Special Business

1. Administer the Oath of Office for Regular Public Member Commissioner Matt Gourley and Alternate Public Member Commissioner Steve Snodgrass for Terms Ending on the First Monday in May 2026.

Recommended Action: LAFCO Chair Lopez will administer the Oath of Office.

Commission Action:

Chair Lopez administered the Oath of Office for the Reappointment of Public Member (Regular) Commissioner Matt Gourley for a four year Term Ending on the First Monday in May 2026; and

Chair Lopez administered the Oath of Office for the Reappointment of Public Member (Alternate) Commissioner Steve Snodgrass for a four year Term Ending on the First Monday in May 2026.

Commissioners Gourley and Snodgrass took their seats and made a brief comment of thanks.

2. Consider a Resolution Declaring the 2022 Selection Results of the Independent Special District Selection Committee for a LAFCO Regular Member Representative.

Recommended Action: Adopt a Resolution Declaring the Results of a Process to Select a Regular Special District Member Representative on LAFCO.

There was one public comment from Melodie Chrislock.

Commission Action:

Upon motion by Commissioner Poitras, seconded by Commissioner Craig, the Commission adopted Resolution 22-05 Declaring the Election Results for a Regular Special District Member Representative on LAFCO Commission for a four year Term on the First Monday in May 2026 the following Roll Call Vote.

Motion Carried:

AYES: Commissioners: Alejo, Craig, Gourley, Oglesby, Poitras, Leffel, Lopez
NOES: Commissioners: None
ALTERNATES: Commissioners: Root Askew, Snodgrass, Stephens, Velazquez (Non-Voting)
ABSENT: Commissioners: None
ABSTAIN: Commissioners: None

3. Administer the Oath of Office for Regular Special District Member Commissioner Mary Ann Leffel for a Term Ending on the First Monday in May 2026.
Recommended Action: LAFCO Chair Lopez will administer the Oath of Office.

Commission Actions:

Chair Lopez administered the Oath of Office for the Reappointment of Independent Special District Member (Regular) Commissioner Mary Ann Leffel for a Term Ending on the First Monday in May 2026.

Commissioner Leffel took her seat and made a brief statement of thanks.

Consent Agenda

All items on the Consent Agenda will be approved in one motion and there will be no discussion on individual items, unless a Commissioner or member of the public requests a specific item to be pulled from the Consent Agenda for separate discussion.

4. Approve finding, pursuant to AB 361 and in order for the Commission to continue to meet remotely, that the COVID-19 pandemic state of emergency declared by Governor Newsom is still in effect; that the Commission has reconsidered the circumstances of the state of emergency; and that the Monterey County Health Officer continues to recommend social distancing measures for meetings of legislative bodies.
Recommended Action: Pursuant to AB 361 and in order for the Commission to continue to meet remotely, the Commission finds: that the COVID-19 pandemic state of emergency declared by Governor Newsom is still in effect; that the Commission has reconsidered the circumstances of the state of emergency; and that the Monterey County Health Officer continues to recommend social distancing measures for meetings of legislative bodies of local agencies.
5. Approve Draft Minutes from the March 28, 2022 LAFCO Regular Meeting.
Recommended Action: Approve minutes.
6. Approve Bank Warrant Register for March 2022.
Recommended Action: Approve warrant register.
7. Accept Report on Anticipated Agenda Items and Progress Report on LAFCO Special Studies.
Recommended Action: Accept report.

Commissioner Action:

Upon motion by Commissioner Leffel, seconded by Commissioner Oglesby, the Commission approved Consent Agenda Items #4 -#7 by a Roll Call Vote.

Motion Carried:

AYES: Commissioners: Alejo, Craig, Gourley, Oglesby, Poitras, Leffel, Lopez
NOES: Commissioners: None
ALTERNATES: Commissioners: Root Askew, Snodgrass, Stephens, Velazquez (Non-Voting)
ABSENT: Commissioners: None
ABSTAIN: Commissioners: None

Public Hearing

8. Conduct a Public Hearing to Consider the Draft Final Annual Budget for Fiscal Year 2022 – 2023 (Second Hearing).

Recommended Actions:

- (1) Receive a report from the Executive Officer;
- (2) Open the second public hearing and receive any public comments;
- (3) Provide for questions or follow-up discussion by the Commission;
- (4) Close the second public hearing;
- (5) Discuss and adopt a Resolution (attached) to Adopt the Final Budget for Fiscal Year 2022 – 2023, and
- (6) Direct the Executive Officer to transmit the Adopted Final Budget to the County, Cities and Independent Special Districts for apportionment of the net operating expenses pursuant to the requirements of Government Code Section 56381 (b)(1).

Executive Officer McKenna provided a report.

There were no public comments.

Commissioner Leffel reiterated the Budget and Finance Committee's support for the budget.

Commissioner Action:

Upon motion by Commissioner Alejo, seconded by Commissioner Leffel, the Commission adopted Resolution #22-XX to Adopt the Final Budget for Fiscal Year 2022-2023 and Directed the Executive Officer to transmit the Adopted Final Budget to the County, Cities and Independent Special Districts for apportionment of the net operating expenses pursuant to the requirements of Government Code Section 56381 (b)(1) by a Roll Call Vote.

Motion Carried:

AYES: Commissioners: Alejo, Craig, Gourley, Oglesby, Poitras, Leffel, Lopez
NOES: Commissioners: None
ALTERNATES: Commissioners: Root Askew, Snodgrass, Stephens, Velazquez (Non-Voting)
ABSENT: Commissioners: None
ABSTAIN: Commissioners: None

Executive Officer's Communications

The Executive Officer may make brief announcements about LAFCO activities, for information only.

9. Executive Officer's Communications
 - (a) Pajaro Valley Health Care District

Executive Officer, Kate McKenna provided a written report. Ms. McKenna also advised the Commission that she and Jonathan Brinkmann would be attending the Greenfield Memorial District Board Meeting on April 26th to provide training.

There were comments from Commissioners Alejo, Velazquez and Lopez regarding Legislation SB 418.

Closed Session

10. (a) The Commission will conduct a review of the Public Employee Annual Performance Appraisal Program in closed session, pursuant to Code Section 54957.
Position: LAFCO Executive Officer
- (b) Pursuant to Government Code Section 54956.9(d)(1), the Commission will confer with legal counsel regarding existing litigation: Monterey Peninsula Water Management District v. Local Agency Formation Commission of Monterey County; Commissioners of the Local Agency Formation Commission of Monterey County; and DOES 1 through 20, (Monterey County Superior Court Case No. 22CV000925).

Public Comments on Closed Session Items

There were no public comments.

The Commission Recesses for Closed Session Agenda Items

Closed Session may be held at the conclusion of the Commission's Regular Agenda, or at any other time during the course of the meeting, before or after the scheduled time, announced by the Chairperson of the Commission. The public may comment on Closed Session items prior to the Board's recess to Closed Session.

The Commission ADJOURNED to Closed Session at 4:18 p.m.

Reconvene on Public Agenda Items

The Commission RECONVENED to Open Session at 4:58 p.m.

Roll Call

Commissioner Alejo* Commissioner Alejo was present during item #10 (a) of the closed session and recused from item #10 (b) of the closed session.

Commissioner Root Askew
Commissioner Craig
Commissioner Gourley
Commissioner Oglesby
Commissioner Poitras
Commissioner Snodgrass
Commissioner Stephens
Commissioner Velazquez
Vice Chair Leffel
Chair Lopez

Read Out from Closed Session by LAFCO General Counsel

Read out by General Counsel will only occur if there is reportable action (s).

General Consul, Kelly Donlon reported that Commissioner Alejo was present during item #10 (a) of the closed session and recused from item #10 (b) of the closed session. Counsel Donlon also stated that there were no reportable actions for the closed session items.

Commissioner Comments

Individual Commissioners may comment briefly on matters within the jurisdiction of LAFCO. No discussion or action is appropriate, other than referral to staff or setting a matter as a future agenda item.

Adjournment to the Next Meeting

The meeting was adjourned at 5:00 p.m. The next Regular LAFCO Meeting is scheduled for Monday, May 23, 2022 at 4:00 p.m.

Alternative Formats and Facility Accommodations: If requested, the agenda packet will be made available in alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 USC 12132) and the federal rules and regulations adopted in implementation thereof. Also, if requested, facility or other accommodations will be made for persons with disabilities. Please contact (831) 754-5838 for assistance.

DRAFT

DRAFT MEETING NOTES
BUDGET AND FINANCE COMMITTEE MEETING
Scheduled for Adoption 5/23/2022

Thursday, May 5, 2022
1:00 p.m. – 2:00 p.m.

All attendees participated in the meeting on Thursday, May 5, 2022 by Zoom video conference or telephone, in order to avoid public gatherings and until further notice.

Call to Order

The Budget and Finance Committee of the Local Agency Formation Commission of Monterey County was called to order by Chair Leffel at 12:59 p.m.

Roll Call

Members Present

Commissioner Chris Lopez
Commissioner Ian Oglesby
Commissioner Mary Ann Leffel, Chair

Members Absent (Excused Absence)

None.

Staff and Contractors Present

Kate McKenna, AICP, Executive Officer
Mike Briley, CPA, CGMA Managing Partner, Hayashi Wayland
Jonathan Brinkmann, Senior Analyst
Safarina Maluki, Clerk to the Commission/Office Administrator

Public Comments

There was public comment from David Kong.

New Business

1. Consider Draft Financial Statements for Period Ending March 31, 2022.
Recommended Action: Discuss and recommend Commission approval of Financial Statements.

Executive Officer, Kate McKenna presented the report and answered questions from the Commissioners. Mike Briley, Managing Partner, Hayashi Wayland added comments.

There were no public comments.

2. Consider Profit/Loss Budget vs Actual (Draft) Report dated April 29, 2022.
Recommended Action: Discuss and receive report for information only.

Executive Officer Kate McKenna and Mike Briley, CPA, Managing Partner, Hayashi Wayland, presented the report.

There were no questions or comments from the Commissioners.

There were no comments from the public.

Committee Action:

Upon motion by Commissioner Lopez and seconded by Commissioner Oglesby, the Committee unanimously recommended approval of the Financial Statements and accepted the Profit/Loss Budget vs Actual (Draft) Report as information only.

Motion Carried. (Roll Call Vote)

AYES: Commissioners Lopez, Oglesby, Leffel

NOES: None.

ALTERNATES: None.

ABSENT: None.

ABSTAIN: None.

3. Consider Amendments to Adopted Salary Ranges for Analyst and Clerk Job Classifications.
Recommended Action: Discuss and recommend Commission approval of salary range adjustments, with an effective date of July 1, 2022.

Executive Officer McKenna presented the report.

Commissioner Lopez and Chair Leffel asked questions and provided comments.

Chair Leffel recommended that salary range amendments become a part of the budget process in the future.

There were no comments from the public.

Committee Action:

Upon motion by Commissioner Oglesby, seconded by Commissioner Lopez, the Committee unanimously recommended approval of the proposed Amendments to the Adopted Salary Ranges for the Analyst and Clerk Job Classifications.

Motion Carried. (Roll Call Vote)

AYES: Commissioners Lopez, Oglesby, Lopez

NOES: None.

ALTERNATES: None.

ABSENT: None.

ABSTAIN: None.

Executive Officer Announcements

None.

Adjournment

Commissioner Leffel adjourned the meeting at 1:20 p.m. The next Budget and Finance Committee Meeting will be announced at a later date.

DRAFT

LAFCO *of Monterey County*

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

LOCAL AGENCY FORMATION COMMISSION

P.O. Box 1369

Salinas, CA 93902

Telephone (831) 754-5838

132 W. Gabilan Street, Suite 102

Salinas, CA 93901

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KATE McKENNA, AICP
Executive Officer

DATE: May 23, 2022

TO: Chair and Members of the Formation Commission

FROM: Kate McKenna, AICP, Executive Officer

PREPARED BY: Safarina Maluki, Clerk to the Commission/Office Administrator

SUBJECT: LAFCO Bank Warrant Register – April 2022

SUMMARY OF RECOMMENDATION:

It is recommended that the Commission approve the warrant register.

EXECUTIVE OFFICER'S REPORT:

Attached is the bank warrant register for April 2022 with a list of LAFCO checks issued by Hayashi & Wayland. Expenses and deposits are typical for the fourth quarter of this fiscal year.

Respectfully Submitted,



Kate McKenna, AICP
Executive Officer

Attachment: Bank Warrant Register for April 2022, Hayashi & Wayland Accounting & Consulting, LLP.

LAFCO
 LOCAL AGENCY FORMATION COMMISSION
 OF MONTEREY COUNTY
 WELLS FARGO BANK WARRANT REGISTER
 APRIL 2022

Attachment 8.1

DATE	CK#	NAME	DESCRIPTION	CHECK AMOUNT	DEPOSIT AMOUNT	ACCOUNT BALANCE
Beginning Balance 4/1/2022						\$ 129,467.74
04/01/2022	7292	Darren J McBain	For Payroll Period Ending 3/25/22 Paid 4/1/22	-		129,467.74
04/01/2022	7293	Jonathan Brinkmann	For Payroll Period Ending 3/25/22 Paid 4/1/22	-		129,467.74
04/01/2022	7294	Kathryn M. McKenna	For Payroll Period Ending 3/25/22 Paid 4/1/22	-		129,467.74
04/01/2022	7295	Safarina M Maluki	For Payroll Period Ending 3/25/22 Paid 4/1/22	-		129,467.74
04/01/2022	EFT	CalPERS Retirement	CalPers Retirement Contribution	2,924.12		126,543.62
04/01/2022	EFT	CalPERS 457 Program	CalPers 457 Deferred Compensation Contribution	2,544.55		123,999.07
04/01/2022	EFT	EDD	State Payroll Tax Deposit	1,073.33		122,925.74
04/01/2022	EFT	EFTPS	Federal Payroll Tax Deposit	2,432.94		120,492.80
04/01/2022	7296	MBS Business Systems	Copy Machine Rentals April-June 2022	985.32		119,507.48
04/01/2022	7297	Office of County Counsel - Co of Monterey	LAFCO-General Legal Services for February 2022	701.10		118,806.38
04/01/2022	7298	Office of County Counsel - Co of Monterey	LAFCO-MPWMD, Latent Power for February 2022	5,092.20		113,714.18
04/01/2022	7299	Office of County Counsel - Co of Monterey	LAFCO-CNPS-Litigation for February 2022	258.30		113,455.88
04/01/2022	7300	Bruce Lindsey	Monthly Building Rent	2,397.69		111,058.19
04/05/2022	EFT	CalPERS Health	April 2022 Health Insurance	6,720.76		104,337.43
04/07/2022	EFT	AT&T	Telephone Service 3/18/22-4/17/22	204.67		104,132.76
04/08/2022	EFT	Payment Remittance Center	Lenovo 2 Warranty on Laptop \$165.11; Culligan Water \$97.64 (2 months)	262.75		103,870.01
04/13/2022	EFT	EDD	Quarter 1 SUI and ETT Quarterly Payroll Tax Due	378.00		103,492.01
04/14/2022	EFT	QuickBooks Payroll Service	For Payroll Period Ending 4/8/22 Paid 4/15/22	11,171.83		92,320.18
04/15/2022	7301	Darren J McBain	For Payroll Period Ending 4/8/22 Paid 4/15/22	-		92,320.18
04/15/2022	7302	Jonathan Brinkmann	For Payroll Period Ending 4/8/22 Paid 4/15/22	-		92,320.18
04/15/2022	7303	Kathryn M. McKenna	For Payroll Period Ending 4/8/22 Paid 4/15/22	-		92,320.18
04/15/2022	7304	Safarina M Maluki	For Payroll Period Ending 4/8/22 Paid 4/15/22	-		92,320.18
04/15/2022	EFT	CalPERS Retirement	CalPers Retirement Contribution	2,924.12		89,396.06
04/15/2022	EFT	CalPERS 457 Program	CalPers 457 Deferred Compensation Contribution	2,544.55		86,851.51
04/15/2022	EFT	EDD	State Payroll Tax Deposit	1,022.36		85,829.15
04/15/2022	EFT	EFTPS	Federal Payroll Tax Deposit	2,311.86		83,517.29
04/15/2022	7305	IBM Corporation	Leased Computers for Lafco Staff 4/1/22-4/30/22	43.69		83,473.60
04/15/2022	7306	MacLeod Watts Inc.	OPEB 75 Report for FY ending 6/30/22	3,825.00		79,648.60
04/15/2022	7307	Sunrise Express	Board Packet Deliveries	279.18		79,369.42
04/17/2022	EFT	Comcast	Telephone Services from 3/27/22-4/26/22	123.75		79,245.67
04/25/2022	EFT	Wolfpack Insurance Services, Inc.	Dental and Vision Insurance-May 2022	967.60		78,278.07
04/28/2022	EFT	QuickBooks Payroll Service	For Payroll Period Ending 4/22/22 Paid 4/29/22	10,752.45		67,525.62
04/29/2022	7308	VOID	VOID: Printer Error	-		67,525.62
04/29/2022	7309	VOID	VOID: Printer Error	-		67,525.62
04/29/2022	7310	VOID	VOID: Printer Error	-		67,525.62
04/29/2022	7311	VOID	VOID: Printer Error	-		67,525.62
04/29/2022	7312	Darren J McBain	For Payroll Period Ending 4/22/22 Paid 4/29/22	-		67,525.62
04/29/2022	7313	Jonathan Brinkmann	For Payroll Period Ending 4/22/22 Paid 4/29/22	-		67,525.62
04/29/2022	7314	Kathryn M. McKenna	For Payroll Period Ending 4/22/22 Paid 4/29/22	-		67,525.62
04/29/2022	7315	Safarina M Maluki	For Payroll Period Ending 4/22/22 Paid 4/29/22	-		67,525.62
04/29/2022	EFT	CalPERS Retirement	CalPers Retirement Contribution	2,924.12		64,601.50
04/29/2022	EFT	CalPERS 457 Program	CalPers 457 Deferred Compensation Contribution	2,944.55		61,656.95
04/29/2022	7316	Bruce Lindsey	Monthly Building Rent	2,397.69		59,259.26
04/29/2022	EFT	EDD	State Payroll Tax Deposit	989.72		58,269.54
04/29/2022	EFT	EFTPS	Federal Payroll Tax Deposit	2,363.88		55,905.66
04/29/2022	7317	Hayashi Wayland	Accounting Services	5,200.00		50,705.66
04/29/2022	7318	Principal Life	April and May 2022 Benefits: LTD, ADD, STD, Life	1,083.46		49,622.20
04/29/2022	7319	Purchase Power	Postage Meter Refill	520.99		49,101.21
04/29/2022	7320	Sunrise Express	Board Packet Deliveries	285.52		48,815.69
04/29/2022	7321	Office of County Counsel - Co of Monterey	LAFCO-MPWMD, Latent Power for March 2022	110.70		48,704.99
04/29/2022	7322	Office of County Counsel - Co of Monterey	LAFCO-CNPS-Litigation for March 2022	959.40		47,745.59
04/29/2022	7323	Office of County Counsel - Co of Monterey	General Legal Services for March 2022	1,367.40		46,378.19
04/29/2022	TFR	County of Monterey	Funds Transfer-Drawdown Request #19		959.40	47,337.59
04/29/2022	TFR	County of Monterey	Funds Transfer		150,000.00	197,337.59
04/30/2022	INT	Wells Fargo Bank	Interest		0.95	197,338.54
					83,089.55	150,960.35
Ending Balance 4/30/2022						\$ 197,338.54

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

LOCAL AGENCY FORMATION COMMISSION
P.O. Box 1369 132 W. Gabilan Street, Suite 102
Salinas, CA 93902 Salinas, CA 93901
Telephone (831) 754-5838 www.monterey.lafco.ca.gov

KATE McKENNA, AICP
Executive Officer

DATE: May 23, 2022

TO: Chair and Members of the Budget and Finance Committee

FROM: Kate McKenna, AICP, Executive Officer

SUBJECT: Draft Financial Statements for Period Ending March 31, 2022

SUMMARY OF RECOMMENDATION:

The Budget and Finance Committee recommends that the Commission approve the Draft Financial Statements for the Period ending March 31, 2022.

EXECUTIVE OFFICER’S REPORT:

This matter came before the Budget and Finance Committee on May 5, and received the Committee’s support to bring it forward to the full Commission for approval.

Attached are draft financial statements for the third quarter of the fiscal year. Prepared by Hayashi Wayland, the statements show that overall revenue and expenditures are as anticipated for this budget period. Some highlights are as follows.

Balance Sheets (Page 2)

A year-by-year comparison of balance sheets shows that current year assets, liabilities and equity are comparable to last year’s financial picture. Unreserved funds available at June 30, 2022 will be in a healthy position and comparable to last June’s year-end balance.

FORA-related funds held by LAFCO are sufficient for remaining dissolution tasks. Funds not used will eventually be released to local jurisdictions.

As of March 31, general contingency and litigation reserves were fully funded at policy levels. Monterey Peninsula Water Management District (MPWMD) litigation-related expenses began on April 1 and will be funded from the litigation reserve. Those expenses will be reflected in future financial statements.

Income and Expense Budget Performance (Page 3)

Expenses for outside professional services (line item 7242) and legal services (line item 7245) through March 31 were high due to the complexities of processing the MPWMD application through February 2022. Those expenses are offset by project fee revenue (line item 4000), and MPWMD has authorized payment of a final invoice for application processing costs.

Expenses for temporary clerical services (line item 7230) were for temporary staffing through February. The Clerk to the Commission/Office Administrator position is now filled.

Accounts Receivable (Page 6)

All accounts showing as receivable from local agencies have been collected as of May 2022.

Respectfully Submitted,



Kate McKenna, AICP
Executive Officer

Attachment:

- 9.1 Draft Financial Statements for March 31, 2022, Hayashi & Wayland Accounting & Consulting, LLP
Dated April 27, 2022

**Local Agency Formation Commission
of Monterey County
Financial Statements
March 31, 2022**

Draft

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

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HAYASHI | WAYLAND

ACCOUNTANTS' COMPILATION REPORT

**To the Chair and Commissioners
Local Agency Formation Commission
LAFCO of Monterey County
Salinas, California**

We have compiled the accompanying financial statements of the **Local Agency Formation Commission of Monterey County (LAFCO)** as of and for the nine months ended March 31, 2022. We have not audited or reviewed the financial statements included in the accompanying prescribed form and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with accounting principles generally accepted in the United States of America.

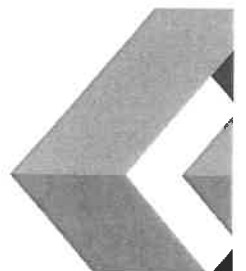
Management is responsible for the preparation and fair presentation of the financial statements included in the form prescribed by LAFCO and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist LAFCO in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

The financial statements included in the accompanying prescribed form are presented in accordance with the requirements of LAFCO, which differ from accounting principles generally accepted in the United States of America. Accordingly, these financial statements are not designed for those who are not informed about such differences.

We are not independent with respect to **LAFCO**.

April 27, 2022



LAFCO of Monterey County
Balance Sheets
March 31, 2022 and 2021

ASSETS			
	<u>ACCT #</u>	<u>2022</u>	<u>2021</u>
CURRENT ASSETS:			
Cash Held in Bank:			
Wells Fargo Operating	1007	\$ 129,467.74	\$ 102,876.80
Total Cash Held in Bank		<u>129,467.74</u>	<u>102,876.80</u>
Cash Held in County Treasury:			
Cash Held for Operating Expenses	1010	598,360.04	544,473.92
Designated Cash for Reserve for Litigation	1012	300,036.51	300,036.51
Designated Cash for Accrued Leave	1013	60,892.78	71,844.00
Designated Cash for Post Retirement (GASB 75)	1014	90,300.00	78,626.00
Designated Cash for Reserve for Contingency	1015	258,357.00	282,316.00
Restricted Cash for FORA Litigation	1020	345,603.04	346,495.98
Total Cash Held in County Treasury		<u>1,653,549.37</u>	<u>1,623,792.41</u>
Petty Cash	1100	300.00	300.00
Total Cash		<u>1,783,317.11</u>	<u>1,726,969.21</u>
Other Current Assets:			
Accounts Receivable - For Fiscal Yr Ending 6/21	1233	-	27,697.00
Accounts Receivable - For Fiscal Yr Ending 6/22	1234	635.00	-
Prepaid Insurance	1400	3,318.10	4,507.55
Prepaid Expenses	1405	1,302.57	1,123.89
Total Other Current Assets		<u>5,255.67</u>	<u>33,328.44</u>
Total Current Assets		<u>1,788,572.78</u>	<u>1,760,297.65</u>
NON-CURRENT ASSETS:			
Equipment	1500	57,801.99	57,801.99
Accumulated Depreciation	1550	(48,220.74)	(43,292.48)
Total Non-Current Assets		<u>9,581.25</u>	<u>14,509.51</u>
DEFERRED OUTFLOWS OF RESOURCES (GASB 68):			
Deferred Outflows of Resources - PERS Contributions	1800	69,874.49	84,864.30
Deferred Outflows of Resources - Actuarial	1805	38,893.32	58,225.94
Total Deferred Outflows of Resources (GASB 68)		<u>108,767.81</u>	<u>143,090.24</u>
DEFERRED OUTFLOWS OF RESOURCES (GASB 75):			
Deferred Outflows of Resources - OPEB Contributions	1810	4,080.00	1,650.00
Deferred Outflows of Resources - OPEB Actuarial	1815	2,609.00	1,721.00
		<u>6,689.00</u>	<u>3,371.00</u>
		<u>\$ 1,913,610.84</u>	<u>\$ 1,921,268.40</u>
LIABILITIES AND EQUITY			
	<u>ACCT #</u>	<u>2022</u>	<u>2021</u>
CURRENT LIABILITIES:			
Accounts Payable	2000	\$ 11,695.84	\$ 17,106.00
Payroll Liabilities	2200	504.00	812.00
Direct Deposit Liabilities	2210	(10,646.32)	-
Accrued Leave	2220	60,892.78	71,844.00
Dissolution of FORA Legal Liability	2380	345,603.04	346,495.98
Dissolution of FORA Admin Liability	2381	57,755.00	64,025.00
Total Current Liabilities		<u>465,804.34</u>	<u>500,282.98</u>
NON-CURRENT LIABILITIES:			
Net Pension Liability/(Asset) (GASB 68)	2400	(10,976.20)	(8,803.33)
Net OPEB Liability/(Asset) (GASB 75)	2410	90,300.00	78,626.00
Total Non-Current Liabilities		<u>79,323.80</u>	<u>69,822.67</u>
DEFERRED INFLOWS OF RESOURCES (GASB 68):	2500	<u>10,172.41</u>	<u>14,424.67</u>
DEFERRED INFLOWS OF RESOURCES (GASB 75):	2505	<u>46,684.00</u>	<u>58,295.00</u>
EQUITY:			
Invested in Capital Assets	3700	9,581.25	14,509.51
Encumbered Funds	3710	70,749.02	79,061.52
Reserve for Litigation	3800	300,036.51	300,036.51
Reserve for Contingency	3810	258,357.00	282,316.00
Unreserved Fund*	3850	672,902.51	602,519.54
Total Equity		<u>1,311,626.29</u>	<u>1,278,443.08</u>
		<u>\$ 1,913,610.84</u>	<u>\$ 1,921,268.40</u>

*Includes revenue received in the current year to be used for operating expenses through 6/30/22

LAFCO of Monterey County
Income and Expense Budget Performance - Summary
March 31, 2022

ACCT #	Income:			% of Budget		Adopted	Remaining	% of	
		Mar 22	Mar 21	Received/ Spent Mar 22	July 21-Mar 22				July 20-Mar 21
4000	Fees: Project	\$ -	\$ 7,200.00	0.00%	\$ 158,954.23	\$ 21,400.00	\$ 10,000.00	\$ 148,954.23	1489.54%
4205	County Contributions	-	-	0.00%	298,814.00	298,814.00	298,814.00	-	0.00%
4210	City Contributions	-	-	0.00%	298,813.00	298,813.99	298,814.00	(1.00)	0.00%
4220	District Contributions	-	-	0.00%	298,814.00	298,815.00	298,814.00	-	0.00%
4249	FORA Administrative Revenue	247.50	1,815.00	0.00%	3,630.00	35,975.00	-	3,630.00	0.00%
4300	Interest	1.52	4,007.19	0.03%	2,541.74	8,702.56	4,631.00	(2,089.26)	-45.11%
	Total Income	249.02	13,022.19	0.03%	1,061,566.97	962,520.55	911,073.00	150,493.97	16.52%
	Expense:								
VAR	Employee Salaries	29,874.11	41,474.60	5.51%	318,039.06	400,507.10	541,761.00	223,721.94	41.30%
VAR	Employee Benefits	18,984.06	17,301.48	8.52%	134,913.48	181,069.96	222,866.00	87,952.52	39.46%
7000	Postage and Shipping	121.62	506.13	3.68%	3,896.55	3,194.19	3,308.00	(588.55)	-17.79%
7010	Books and Periodical	-	150.13	0.00%	1,323.36	824.56	1,544.00	220.64	14.29%
7030	Copy Machine	444.26	848.06	4.03%	4,742.43	4,431.70	11,025.00	6,282.57	56.98%
7040	Outside Printers	-	726.92	0.00%	667.88	1,882.89	6,300.00	5,632.12	89.40%
7060	Office Supplies	-	437.16	0.00%	1,876.81	2,105.46	6,615.00	4,738.19	71.63%
7070	Office Equipment & Furnishings	-	-	0.00%	273.11	1,115.61	6,615.00	6,341.89	95.87%
7080	Computer Hardware/Peripherals	43.69	1,282.89	0.79%	2,030.85	3,080.56	5,513.00	3,482.15	63.16%
7085	Computer Support Svcs Fixed Costs	165.11	741.67	1.43%	6,161.31	6,675.03	11,576.00	5,414.69	46.78%
7090	Computer Support Svcs Variable Costs	-	2,047.50	0.00%	546.00	9,691.51	18,522.00	17,976.00	97.05%
7100	Computer Software	-	49.99	0.00%	579.84	359.96	1,158.00	578.16	49.93%
7105	Meeting Broadcast Services	-	-	0.00%	-	-	4,631.00	4,631.00	100.00%
7110	Property and Gen Liability Insurance	594.11	882.67	4.61%	5,346.99	7,944.03	12,882.00	7,535.01	58.49%
7120	Office Maintenance Services	-	-	0.00%	160.00	160.00	441.00	281.00	63.72%
7140	Travel	-	-	0.00%	-	-	4,450.00	4,450.00	100.00%
7150	Training, Conferences & Workshops	-	225.00	0.00%	-	650.00	5,238.00	5,238.00	100.00%
7160	Vehicle Mileage	-	-	0.00%	-	43.99	1,575.00	1,575.00	100.00%
7170	Rental of Buildings	2,397.69	2,327.85	8.33%	21,579.21	20,950.65	28,772.00	7,192.79	25.00%
7200	Telephone Communications	328.42	956.79	4.26%	3,184.46	4,455.86	7,718.00	4,533.54	58.74%
7230	Temp Help Services (Clerical)	6,081.75	-	0.00%	37,440.38	-	-	(37,440.38)	0.00%
7240	Outside Prof. Services: Other	-	-	0.00%	75,180.00	-	-	(75,180.00)	0.00%
7242	Outside Prof. Services: Accounting	4,800.00	6,680.00	6.90%	46,000.00	50,100.00	69,600.00	23,600.00	33.91%
7242A	Outside Prof. Services: General Admin and HR	400.00	-	2.38%	5,440.00	-	16,800.00	11,360.00	67.62%
7245	General and Special Legal Services	9,643.30	3,016.50	116.62%	88,373.70	12,191.50	8,269.00	(80,104.70)	-968.74%
7247	Outside Prof. Services: Human Resources	-	-	0.00%	-	-	5,513.00	5,513.00	100.00%
7248	Outside Prof. Services: Annual Audit	-	-	0.00%	14,500.00	14,500.00	14,700.00	200.00	1.36%
7249	Outside Prof. Services: FORA Admin	-	-	0.00%	-	1,197.00	-	-	0.00%
7250	Miscellaneous Office Expense	97.64	117.33	8.85%	355.20	439.79	1,103.00	747.80	67.80%
7260	Legal Notices	236.25	54.50	5.10%	4,028.97	980.75	4,631.00	602.03	13.00%
7270	Recruitment Advertising	-	-	0.00%	675.00	-	1,000.00	325.00	32.50%
7280	LAFCO Memberships	-	-	0.00%	8,839.01	8,886.01	9,300.00	460.99	4.96%
7300	Depreciation	381.00	502.00	0.00%	3,430.37	7,896.17	-	(3,430.37)	0.00%
	Total Expense	74,593.01	80,329.17	7.22%	789,583.97	745,328.28	1,033,426.00	243,842.03	23.60%
	Net Ordinary Income (Loss)	(74,343.99)	(67,306.98)		271,983.00	217,192.27	(122,353.00)		
	Other Income/(Expense):								
8106	Prior Year Project Fees Returned	-	-		(218.25)	-	-		
8110	From Unreserved Funds	-	-		-	-	122,353.00		
8113	Encumbered Funds: Human Resources	-	(552.00)		-	(8,018.50)	-		
8115	Encumbered Funds: Temp Professional Services	-	(531.25)		(3,437.50)	(3,250.00)	-		
	Total Other Income/(Expense)	-	(1,083.25)		(3,655.75)	(11,268.50)	122,353.00		
	Net Income (Loss)	\$ (74,343.99)	\$ (68,390.23)		\$ 268,327.25	\$ 205,923.77	\$ -		

LAFCO of Monterey County
Income and Expense Budget Performance - Detail
March 31, 2022

ACCT #	Income:			% of Budget		Adopted 21/22 Budget	Remaining Budget Balance	% of Remaining Budget Balance	
		Mar 22	Mar 21	Mar 22	July 21-Mar 22				July 20-Mar 21
4000	Fees: Project	\$ -	\$ 7,200.00	0.00%	\$ 158,954.23	\$ 21,400.00	\$ 10,000.00	\$ 148,954.23	1489.54%
4205	County Contributions	-	-	0.00%	298,814.00	298,814.00	298,814.00	-	0.00%
4210	City Contributions	-	-	0.00%	298,813.00	298,813.99	298,814.00	(1.00)	0.00%
4220	District Contributions	-	-	0.00%	298,814.00	298,815.00	298,814.00	-	0.00%
4249	FORA Administrative Revenue	247.50	1,815.00	6.25%	3,630.00	35,975.00	-	3,630.00	0.00%
4300	Interest	1.52	4,007.19	0.03%	2,541.74	8,702.56	4,631.00	(2,089.26)	-45.11%
	Total Income	249.02	13,022.19	0.03%	1,061,566.97	962,520.55	911,073.00	150,493.97	16.52%
	Expense:								
6002	Regular Earnings	29,799.00	40,188.61		316,962.54	387,751.21			
6004	FORA Administrative Wages	75.11	1,285.99		1,076.52	12,755.89			
	Employee Salaries	29,874.11	41,474.60	5.51%	318,039.06	400,507.10	541,761.00	223,721.94	41.30%
6007	Management Expense Allowance	50.00	50.00		450.00	450.00			
6010	Accrued Leave	(2,288.43)	2,495.74		(22,576.42)	1,527.32			
6011	Car Allowance	400.00	400.00		3,600.00	3,600.00			
6013	Post Retirement Healthcare Reserve	149.00	143.00		1,305.00	1,263.00			
6100	Employee Benefits - Other	3,825.00	-		4,525.00	4,300.00			
6101	Payroll Expenses	526.04	627.91		5,865.00	7,090.17			
6102	Worker's Compensation Insurance	253.43	305.84		2,052.90	2,728.31			
6103	Employee Memberships	-	-		848.00	848.00			
6104	Deferred Comp Plan Contribution	1,852.19	2,571.42		19,168.56	24,813.71			
6105	PERS Retirement	3,250.31	4,229.26		33,473.47	55,103.35			
6110	PERS Health - Other	18.29	15.61		167.94	146.25			
6111	PERS Health - Med ER Non-Elective	447.00	429.00		4,630.00	3,789.00			
6112	PERS Health - Med ER Pre Tax	5,306.47	4,573.20		49,117.06	45,159.42			
6131	LIFE	90.90	118.08		979.30	1,062.72			
6132	ADD	5.96	8.21		64.22	73.89			
6133	Dental	683.70	768.03		6,512.41	7,608.15			
6134	Vision	101.70	93.56		908.78	924.66			
6135	LTD	231.82	348.67		2,533.41	4,994.30			
6136	EAP	-	26.80		80.40	241.20			
6139	STD	75.08	97.15		728.05	868.51			
7294	Accrued Leave Reserve	4,005.60	-		20,480.40	14,472.00			
	Employee Benefits	18,984.06	17,301.48	8.52%	134,913.48	181,063.96	222,866.00	87,952.52	39.46%
7000	Postage and Shipping	121.62	506.13	3.68%	3,896.55	3,194.19	3,308.00	(588.55)	-17.79%
7010	Books and Periodical	-	150.13	0.00%	1,323.36	824.56	1,544.00	220.64	14.29%
7030	Copy Machine	444.26	848.06	4.03%	4,742.43	4,431.70	11,025.00	6,282.57	56.98%
7040	Outside Printers	-	726.92	0.00%	667.88	1,882.89	6,300.00	5,632.12	89.40%
7060	Office Supplies	-	437.16	0.00%	1,876.81	2,105.46	6,615.00	4,738.19	71.63%
7070	Office Equipment & Furnishings	-	-	0.00%	273.11	1,115.61	6,615.00	6,341.89	95.87%
7080	Computer Hardware/Peripherals	43.69	1,282.89	0.79%	2,030.85	3,080.56	5,513.00	3,482.15	63.16%
7085	Computer Support Svcs Fixed Costs	165.11	741.67	1.43%	6,161.31	6,675.03	11,576.00	5,414.69	46.78%
7090	Computer Support Svcs Variable Costs	-	2,047.50	0.00%	546.00	9,691.51	18,522.00	17,976.00	97.05%
7100	Computer Software	-	49.99	0.00%	579.84	359.96	1,158.00	578.16	49.93%
7105	Meeting Broadcast Services	-	-	0.00%	-	-	4,631.00	4,631.00	100.00%
7110	Property and Gen Liability Insurance	594.11	882.67	4.61%	5,346.99	7,944.03	12,882.00	7,535.01	58.49%
7120	Office Maintenance Services	-	-	0.00%	160.00	160.00	441.00	281.00	63.72%
7140	Travel	-	-	0.00%	-	-	4,450.00	4,450.00	100.00%
7150	Training, Conferences & Workshops	-	225.00	0.00%	-	650.00	5,238.00	5,238.00	100.00%
7160	Vehicle Mileage	-	-	0.00%	-	43.99	1,575.00	1,575.00	100.00%
7170	Rental of Buildings	2,397.69	2,327.85	8.33%	21,579.21	20,950.65	28,772.00	7,192.79	25.00%
7200	Telephone Communications	328.42	956.79	4.26%	3,184.46	4,455.86	7,718.00	4,533.54	58.74%
7230	Temp Help Services (Clerical)	6,081.75	-	0.00%	37,440.38	-	-	(37,440.38)	0.00%
7240	Outside Prof. Services: Other	-	-	0.00%	75,180.00	-	-	(75,180.00)	0.00%
7242	Outside Prof. Services: Accounting	4,800.00	6,680.00	6.90%	46,000.00	50,100.00	69,600.00	23,600.00	33.91%
7242A	Outside Prof. Services: General Admin and HR	400.00	-	2.38%	5,440.00	-	16,800.00	11,360.00	67.62%
7245	General and Special Legal Services	9,643.30	3,016.50	116.62%	88,373.70	12,191.50	8,269.00	(80,104.70)	-968.74%
7247	Outside Prof. Services: Human Resources	-	-	0.00%	-	-	5,513.00	5,513.00	100.00%
7248	Outside Prof. Services: Annual Audit	-	-	0.00%	14,500.00	14,500.00	14,700.00	200.00	1.36%
7249	Outside Prof. Services: FORA Admin	-	-	0.00%	-	1,197.00	-	-	0.00%
7250	Miscellaneous Office Expense	97.64	117.33	8.85%	355.20	439.79	1,103.00	747.80	67.80%
7260	Legal Notices	236.25	54.50	5.10%	4,028.97	980.75	4,631.00	602.03	13.00%
7270	Recruitment Advertising	-	-	0.00%	675.00	-	1,000.00	325.00	32.50%
7280	LAFCO Memberships	-	-	0.00%	8,839.01	8,886.01	9,300.00	460.99	4.96%
7300	Depreciation	381.00	502.00	0.00%	3,430.37	7,896.17	-	(3,430.37)	0.00%
	Total Expense	74,593.01	80,329.17	7.22%	789,583.97	745,328.28	1,033,426.00	243,842.03	23.60%
	Net Ordinary Income (Loss)	(74,343.99)	(67,306.98)		271,983.00	217,192.27	(122,353.00)		
	Other Income/(Expense):								
8106	Prior Year Project Fees Returned	-	-		(218.25)	-	-		
8110	From Unreserved Funds	-	-		-	-	122,353.00		
8113	Encumbered Funds: Human Resources	-	(552.00)		-	(8,018.50)	-		
8115	Encumbered Funds: Temp Professional Services	-	(531.25)		(3,437.50)	(3,250.00)	-		
	Total Other Income/(Expense)	-	(1,083.25)		(3,655.75)	(11,268.50)	122,353.00		
	Net Income (Loss)	\$ (74,343.99)	\$ (68,390.23)		\$ 268,327.25	\$ 205,923.77	\$ -		

LAFCO of Monterey County
Income and Expense by Month
March 31, 2022

Ordinary Income/Expense	July 21	Aug 21	Sept 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Total
Income:										
4000 - Fees: Project	\$ -	\$ -	\$ 75,000.00	\$ -	\$ -	\$ 14,802.74	\$ -	\$ 69,151.49	\$ -	\$ 158,954.23
4205 - County Contributions	298,814.00	-	-	-	-	-	-	-	-	298,814.00
4210 - City Contributions	298,814.00	-	-	-	-	-	-	-	-	298,814.00
4220 - District Contributions	298,814.00	-	-	-	-	-	-	-	-	298,814.00
4249 - FDRA Administrative Revenue	495.00	495.00	-	825.00	165.00	495.00	660.00	247.50	247.50	3,630.00
4300 - Interest	1.27	1.14	1.67	1,263.51	1.26	1,268.37	1,268.37	1,76	1.52	2,541.74
Total Income	896,937.27	496.14	75,001.67	2,083.51	166.26	15,296.98	1,928.37	69,400.75	249.02	1,061,566.97
Expense:										
6000 - Employee Salaries	39,435.78	33,523.36	33,159.86	50,758.87	35,617.67	31,889.81	31,889.80	31,889.80	29,874.11	318,039.06
6100 - Employee Benefits	(1,693.03)	12,179.17	13,568.56	22,113.72	18,505.30	16,410.59	17,830.43	17,014.68	18,984.06	134,913.48
7000 - Postage and Shipping	79.62	79.62	79.62	908.88	677.46	404.36	1,071.40	472.97	121.62	3,896.55
7010 - Books and Periodical	412.79	-	224.49	224.49	686.08	686.08	686.08	686.08	686.08	1,323.36
7030 - Copy Machine	412.96	559.89	406.84	563.78	625.50	444.26	449.34	835.60	444.26	4,742.43
7040 - Outside Printers	6.72	-	151.17	136.67	-	57.95	1,138.74	228.08	-	667.88
7060 - Office Supplies	-	-	-	-	273.11	-	-	-	-	1,876.81
7070 - Office Equipment and Furnishings	1,655.48	69.54	43.69	43.69	43.69	43.69	43.69	43.69	43.69	273.11
7080 - Computer Hardware/Peripherals	761.08	847.80	847.80	847.80	395.67	77.34	654.65	2,397.69	2,397.69	2,030.85
7085 - Computer Support Svcs Fixed Costs	136.50	-	-	136.50	-	-	-	273.00	165.11	6,161.31
7090 - Computer Support Svcs Variable Costs	214.98	-	-	99.99	-	-	-	84.99	-	546.00
7100 - Computer Software	594.11	594.11	594.11	594.11	594.11	594.11	594.11	594.11	594.11	5,346.99
7110 - Property and Gen Liability Insurance	-	-	-	-	160.00	-	-	-	-	160.00
7120 - Office Maintenance Services	2,397.69	2,397.69	2,397.69	2,397.69	2,397.69	2,397.69	2,397.69	2,397.69	2,397.69	21,579.21
7200 - Telephones Communications	440.09	319.98	199.87	440.00	395.67	77.34	654.65	328.44	328.42	3,184.46
7230 - Temp Help Services (Clerical)	-	-	-	-	7,599.00	7,898.63	7,905.00	7,956.00	6,081.75	37,440.38
7240 - Outside Prof. Services: Other	7,303.75	30,611.25	12,161.25	14,293.75	7,990.00	2,820.00	-	4,800.00	-	75,180.00
7242 - Outside Prof. Services: Accounting	5,600.00	-	11,600.00	4,800.00	9,600.00	4,800.00	-	4,800.00	-	46,000.00
7242A - Outside Prof. Services: Gen Admin & HR Assistance	880.00	-	2,160.00	400.00	800.00	400.00	-	400.00	-	5,440.00
7245 - General and Special Legal Services	-	2,000.00	20,683.00	7,194.00	29,136.00	35.00	16,269.00	5,413.40	9,643.30	86,373.70
7248 - Outside Prof. Services: Annual Audit	27.41	27.41	52.02	35.61	60.27	19.21	35.63	-	97.64	14,500.00
7250 - Miscellaneous Office Expense	-	-	656.25	-	1,278.49	684.99	595.49	577.50	236.25	355.20
7260 - Legal Notices	-	-	-	-	-	-	-	-	-	4,028.97
7270 - Recruitment Advertising	675.00	-	-	-	-	-	-	-	-	675.00
7280 - LAFCO Memberships	7,153.00	-	130.01	-	-	-	1,556.00	-	-	8,839.01
7300 - Depreciation	385.00	384.00	387.00	386.00	384.00	372.37	381.00	370.00	381.00	3,430.37
8106 - Prior Year Project Fees Returned	-	-	-	-	218.25	-	-	-	-	218.25
8115 - Encumbered Funds: Temp Professional Services	67,566.43	83,815.97	100,591.24	120,229.76	116,356.21	70,217.38	83,498.05	76,371.67	74,593.01	793,239.72
Total Expense	829,370.84	(83,319.83)	(25,589.57)	(118,141.25)	(116,189.95)	(54,918.40)	(81,569.68)	(6,970.92)	(74,343.99)	268,327.25

**LAFCO of Monterey County
Accounts Receivable Summary
As of March 31, 2022**

Accounts Receivable-For Fiscal Year Ending 6/2022:

<u>Description</u>	<u>Date</u>	<u>Amount</u>
Mission-Soledad FPD	7/1/21	\$ 290.00
San Ardo Cemetery District	7/1/21	31.00
Soledad Cemetery District	7/1/21	<u>314.00</u>
	ACCT # 1234	<u>\$ 635.00</u>

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**LAFCO of Monterey County
Equipment Summary
As of March 31, 2022**

Equipment and Accumulated Depreciation:

Description	Fiscal Year In Service (6/30)	Cost	Amount Depreciated
Furniture & Fixtures	2010	\$ 502.51	\$ 502.51
Furniture & Fixtures	2017	29,396.72	23,942.00
Furniture & Fixtures	2018	10,618.39	7,853.00
Office Equipment	2011	2,185.00	2,185.00
Office Equipment	2013	1,990.68	1,990.68
Office Equipment	2014	5,214.29	5,214.29
Office Equipment	2016	1,168.89	1,168.89
Office Equipment	2017	2,527.32	2,499.37
Office Equipment	2019	2,143.66	1,630.00
Office Equipment	2020	2,054.53	1,235.00
	ACCT # 1500	\$ 57,801.99	
		ACCT # 1550	\$ 48,220.74

**LAFCO of Monterey County
Accounts Payable Summary
As of March 31, 2022**

Accounts Payable:

Vendor	Description	Date	Inv#/Acct#	Amount
AT&T	Credit	12/10/2021		\$ (42.77)
AT&T	Telephone Services	3/17/2022		\$ 204.67
Comcast	Telephone Services	3/22/2022	8155 10 030 1512806	123.75
MacLeod Watts Inc.	OPEB 75 Report for FY ending 6/30/22	3/31/2022	033122LAFCO	3,825.00
MBS Business Systems	Copy Machine Rental	3/16/2022	420714	814.53
MBS Business Systems	Copy Machine Rental	3/21/2022	421440	170.79
Office of County Counsel-Co of Monterey	General Legal Services for January 2022	3/11/2022	22-000192	701.10
Office of County Counsel-Co of Monterey	LAFCO-FORA Dissolution Legal Services for Jan. 2022	3/11/2022	22-000193	258.30
Office of County Counsel-Co of Monterey	LAFCO-MPWMD, Latent Power Legal Services for Jan. 2022	3/11/2022	22-1000194	5,092.20
Sunrise Express	Board Packet Deliveries	1/31/2022	650332	285.52
Wells Fargo Bank Credit Card	Culligan Water Service \$97.64 (2 months); Lenovo PC Extended 2 Year Warranty \$165.11	3/31/2022	P/E 10/8/21 x2064	262.75
			ACCT # 2000	<u>\$ 11,695.84</u>

Draft

**LAFCO of Monterey County
Accrued Leave Summary
As of March 31, 2022**

Executive Officer and Analyst Positions:

Employee	Title	Total Hours of Accrued Annual Leave *	Hourly Rate	Annual Leave Book Value
Kate McKenna	Executive Director	507.03	90.45	\$ 45,860.86
Darren McBain	Senior Analyst	99.14	67.19	6,661.22
Jonathan Brinkmann	Senior Analyst	167.18	50.07	8,370.70
				\$ 60,892.78

Clerk / Administrative Secretary Position:

Employee	Accrued Sick Leave	Accrued Vacation **	Hourly Rate	Sick Leave Book Value	Vacation Book Value
Safarina Maluki	-	-	-	\$ -	\$ -
				\$ -	\$ -

Annual Leave	\$ 60,892.78
Sick Leave	-
Vacation	-
ACCT # 2220 \$ 60,892.78	

Executive Officer and Senior Analyst Positions:

* Maximum of 250 or 850 hours of Annual Leave may be accrued. This is a general description of benefits only. Actual benefits are defined in individual employment agreements.

Clerk/Admin Secretary Position:

** Maximum of 260 hours of Accrued Vacation may be accrued. This is a general description of benefits only. Actual benefits are defined in employment agreement.

***Compensatory time: Overtime eligible employees can accrue compensatory time-off in lieu of overtime payments. A maximum of 80 hours of compensatory time may be accrued. The compensatory time off balances are considered current year liabilities. These benefits are a general description only.

LAFCO of Monterey County
Detail of Encumbrances
As of March 31, 2022

Encumbered Funds:

Subject	Invoice Date/ Inv. No.	Funds Received/(Paid)
Recruitment Advertising Encumbered Funds:		
13-14 Budget Carryover		\$ 3,179.40
ID Concepts, LLC	7/15/14 Inv. No. LAFCO-01	(115.00)
Hardee Investigations	9/11/14 Inv. No. LAFCO-01	(460.00)
Hardee Investigations	10/3/2014 LAFCO-02	(180.00)
ID Concepts, LLC	10/10/15 Inv. No. 303013	(107.50)
The Post Box	6/15/2016	(50.00)
Hardee Investigations	6/22/16 Inv. No. LAFCO-03	(180.00)
Hardee Investigations	6/3/17 Inv No. LAFCO 17-01	(360.00)
Hardee Investigations	6/6/19 Inv No. LAFCO 19-01	(225.00)
Montereybayjobs.com	7/20/19 Inv No. mbj	(299.00)
Indeed	7/30/19 Inv. No. 24779848	(25.19)
Indeed	7/31/19 Inv. No. 24993586	(6.47)
Hardee Investigations	8/16/19 Inv No. LAFCO 19-02	(275.00)
		<u>896.24</u>
Human Resources Encumbered Funds:		
	Balance Forward	8,973.00
19-20 Budget Carryover		10,500.00
Hayashi Wayland-HR Services Monthly Fee	8/3/20 Inv. No. 293672	(400.00)
Hayashi Wayland-HR Services Monthly Fee	9/1/20 Inv. No. 294080	(400.00)
Hayashi Wayland-HR Services Monthly Fee	10/1/20 Inv No. 294599	(400.00)
Hayashi Wayland-HR Services Monthly Fee	11/1/20 Inv. No. 295271	(400.00)
Hayashi Wayland-HR Services Monthly Fee	12/7/20 Inv. No. 295739	(400.00)
Liebert Cassidy Whitmore, A Professional Law Corp	12/31/20 Inv. No. 1512526	(38.00)
Hayashi Wayland-HR Services Monthly Fee	1/14/21 Inv. No. 296368	(400.00)
Liebert Cassidy Whitmore, A Professional Law Corp	1/31/21 Inv. No. 1514248	(929.00)
Hayashi Wayland-HR Services Monthly Fee	2/8/21 Inv No. 296802	(400.00)
Liebert Cassidy Whitmore, A Professional Law Corp	2/28/21 Inv. No. 1515993	(3,699.50)
Hayashi Wayland-HR Services Monthly Fee	3/1/21 Inv No. 297416	(400.00)
Liebert Cassidy Whitmore, A Professional Law Corp	3/31/21 Inv. No. 1517887	(152.00)
Hayashi Wayland-HR Services Monthly Fee	4/15/21 Inv No. 298589	(400.00)
Hayashi Wayland-HR Services Monthly Fee	5/20/21 Inv No. 299239	(400.00)
Hayashi Wayland-HR Services Monthly Fee	6/8/21 Inv No. 300212	(400.00)
		<u>10,254.50</u>
Temp Professional Services Encumbered Funds:		
2018-2019 Resolution No. 19-01	Fire and Medical Emergency Study	75,000.00
Michael P. McMurry	9/3/19 Inv No. MON 1	(812.50)
Michael P. McMurry	9/30/19 Inv No. MON 2	(1,062.50)
Michael P. McMurry	11/1/19 Inv No. MON 3	(812.50)
Michael P. McMurry	12/1/19 Inv No. MON 4	(2,031.25)
Michael P. McMurry	1/3/20 Inv No. MON 5	(1,312.50)
Michael P. McMurry	2/1/20 Inv No. MON 6	(1,000.00)
Michael P. McMurry	4/1/20 Inv No. MON 7	(3,350.00)
Michael P. McMurry	5/1/20 Inv No. MON 8	(4,437.50)
Michael P. McMurry	5/29/20 Inv No. MON 9	(1,656.25)
Michael P. McMurry	6/23/20 Inv No. MON 10	(1,187.50)
Michael P. McMurry	11/1/20 Inv No. MON 11	(1,937.50)
Michael P. McMurry	12/1/20 Inv No. MON 12	(781.25)
Michael P. McMurry	3/2/21 Inv No. MON 13	(531.25)
Michael P. McMurry	5/3/21 Inv No. MON 14	(2,975.00)
Michael P. McMurry	6/30/21 Inv No. MON 15	(700.00)
Michael P. McMurry	7/31/21 Inv No. MON 15A	(687.50)
Michael P. McMurry	8/31/21 Inv No. MON 16	(1,312.50)
Michael P. McMurry	10/31/21 Inv No. MON 17	(750.00)
Michael P. McMurry	12/31/21 Inv No. MON 18	(687.50)
		<u>46,975.00</u>
Computer Support Services-Variable Encumbered Funds:		
18-19 Budget Carryover		12,623.28
		<u>12,623.28</u>
	ACCT # 3710	\$ 70,749.02

**LAFCO of Monterey County
Detail of Reserve for Litigation
As of March 31, 2022**

Reserve for Litigation:

Date	Vendor/Description	Invoice #	Amount
	Beginning Balance as of 7/1/08		\$ 18,330.28
7/1/2008	08/09 Budget Amount		25,000.00
8/22/2008	Office of County Counsel-Co. of Monterey	08-000147	(564.69)
8/27/2008	Best, Best & Krieger	582486	(2,713.66)
10/14/2008	Best, Best & Krieger	586916	(390.00) *
2/19/2009	Best, Best & Krieger	596717	(2,106.00) *
3/13/2009	Best, Best & Krieger	598793	(19.50)
3/13/2009	Best, Best & Krieger	599174	(6,907.12) *
4/22/2009	Best, Best & Krieger	601472	(156.00)
5/26/2009	Best, Best & Krieger	603629	(175.50)
7/1/2009	09/10 Budget Amount		10,000.00
10/15/2009	Best, Best & Krieger	614071	(312.00)
7/1/2010	10/11 Budget Amount		30,000.00
6/30/2011	Transfer from Unreserved Fund		174,950.70
7/1/2011	11/12 Budget Amount		30,000.00
7/1/2012	12/13 Budget Amount		25,000.00
7/1/2013	13/14 Budget Amount		100.00
		ACCT # 3800	\$ 300,036.51

*The original invoice is greater than the amount stated above. This is the amount allocated to the litigation reserve. The remaining balance is allocated to general and special legal services.

**LAFCO of Monterey County
Detail of Reserve for Contingency
As of March 31, 2022**

Reserve for Contingency:

Date	Vendor/Description	Invoice #	Amount
	Beginning Balance as of 7/1/13		\$ 170,000.00
10/8/2013	Soledad Community Health Care District*		(13,221.00)
4/24/2017	Resolution No. 17-06: Transfer from Unreserved Funds		11,975.00
4/24/2017	Resolution No. 17-06: Transfer from Unreserved Funds		68,971.00
7/1/2018	Authorized Transfer from Unreserved Funds for FY 2018-2019		25,000.00
7/1/2019	Authorized Transfer from Unreserved Funds for FY 2019-2020		7,380.00
7/1/2020	Authorized Transfer from Unreserved Funds for FY 2020-2021		12,211.00
7/1/2021	Authorized Transfer to Unreserved Funds for FY 2021-2022**		(23,959.00)
		ACCT # 3810	\$ 258,357.00

*The Executive Director of Lafco along with the Commission approved a one time contribution from the Contingency Reserve to go toward the 2013-2014 fees due from Soledad Community Health Care District. This was intended to provide short term relief from hardships of a sudden 200-fold increase as compared to previous years. The original amount invoiced was \$13,722.00. Lafco received payment in the amount of \$501.00.

**Per Resolution 19-01, the Contingency Reserve is adjusted at the beginning of each year to account for 25% of the current year budget.

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

LOCAL AGENCY FORMATION COMMISSION
P.O. Box 1369
Salinas, CA 93902
Telephone (831) 754-5838

132 W. Gabilan Street, Suite 102
Salinas, CA 93901
www.monterey.lafco.ca.gov

KATE McKENNA, AICP
Executive Officer

DATE: May 23, 2022

TO: Chair and Members of the Budget and Finance Committee

FROM: Kate McKenna, AICP, Executive Officer

SUBJECT: Amendments to Adopted Salary Ranges for Analyst and Clerk Job Classifications

SUMMARY OF RECOMMENDATION:

The Budget and Finance Committee recommends that the Commission approve and adopt a resolution amending the salary ranges for Analyst and Clerk job classifications, with an effective date of July 1, 2022.

EXECUTIVE OFFICER'S REPORT:

This matter came before the Budget and Finance Committee on May 5, and received the Committee's support to bring the matter forward to the full Commission for approval.

Job descriptions and salary ranges for the Analyst and Clerk job series were adopted by the Commission in 2019. Minor adjustments to the adopted salary ranges are proposed in Exhibits 1 and 2 of the attached draft Resolution. This recommendation is consistent with LAFCO policy to ensure that critical LAFCO functions are properly staffed, and to support and retain a high quality workforce.

Proposed salary range adjustments were prepared by Hayashi Wayland. The methodology applied was to delete the current step one and add a new top step for each salary range. There is a five percent increase in hourly rate between each step. The effect is a five percent increase in the top step of the salary range for each position. Step increases are not automatic. Each step increase is earned by merit based on annual performance evaluations that exceed satisfactory levels. Merit increases are also subject to annual budget conditions, such as pandemic-related decisions to freeze or reduce costs.

For comparison purposes, Exhibits 1 and 2 also show the current annual salary ranges for each job classification.

Fiscal Impact

Funding for the recommended salary range amendments is included in the adopted budget for Fiscal Year 2022-2023. The funding will support merit-based step increases for three filled positions, after several

years of pandemic-impact budgets. One position is filled at the top step of the current salary range, and would be affected by the recommended action on July 1. Two positions are filled at lower to mid-levels of current salary ranges, and would not be affected for several years.

Respectfully Submitted,



Kate McKenna, AICP
Executive Officer

Attachment:

10.1 Resolution 22-XX Updating the Salary Ranges for Analyst and Clerk Job Classifications (Exhibits 1 and 2)

THE LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

RESOLUTION No. 22-XX

AMENDING THE SALARY RANGES FOR ANALYST AND CLERK JOB CLASSIFICATIONS

WHEREAS, these proceedings are taken in conformance with the provisions of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, commencing with Section 56000 et seq of the Government Code; and

WHEREAS, the Commission approved merit-based salary ranges for Analyst and Clerk positions in June 2019 (Resolution No. 19-06); and

WHEREAS, the Budget and Finance Committee of the Local Agency Formation Commission met on May 5, 2022 to consider a report on the proposed update of salary ranges for Analyst and Clerk positions, and recommended support to bring the matter forward to the full Commission for approval; and

WHEREAS, the Local Agency Formation Commission considered the Budget and Finance Committee's recommendations on May 23, 2022, and determined that the recommendations are consistent with LAFCO policy to ensure that critical LAFCO functions are properly staffed and to support and retain a high quality workforce;

NOW, THEREFORE, the Local Agency Formation Commission of Monterey County does hereby resolve, determine and order the recommended actions:

- 1. Authorize amendments to salary ranges for the Analyst and Clerk job classifications as shown in Exhibits 1 and 2 of this Resolution, with an effective date of July 1, 2022.

UPON MOTION of Commissioner _____, seconded by Commissioner _____, the foregoing Resolution is amended this 23rd day of May 2022, by the following vote:

- AYES: Commissioner:
NOES: Commissioner:
ALTERNATES: (Non-Voting)
ABSENT: Commissioner:
ABSTAIN: Commissioner:

By: _____

Chair
Local Agency Formation Commission of Monterey County

ATTEST: I certify that the within instrument is a true and complete copy of the original resolution of said Commission on file within this office.

Witness my hand this 23rd day of May 2022,
By: _____
Kate McKenna, AICP, Executive Officer

LAFCO *of Monterey County*

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

Proposed Salary Ranges
for
Analyst Series

Proposed Salary Ranges in the Analyst Job Series
May 23, 2022

Assistant Analyst	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
Hourly	\$ 32.56	\$ 34.19	\$ 35.90	\$ 37.69	\$ 39.58	\$ 41.56	\$ 43.64
Biweekly Monthly	\$ 2,605	\$ 2,735	\$ 2,872	\$ 3,015	\$ 3,166	\$ 3,325	\$ 3,491
Monthly	\$ 5,644	\$ 5,926	\$ 6,223	\$ 6,533	\$ 6,861	\$ 7,204	\$ 7,564
Annual	\$ 67,725	\$ 71,115	\$ 74,672	\$ 78,395	\$ 82,326	\$ 86,445	\$ 90,771

For Comparison Purposes:

Current Annual Salary Range (Adopted Resolution 19-06)	\$64,501	\$67,725	\$71,115	\$74,672	\$78,395	\$82,326	\$86,445
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Associate Analyst	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
Hourly	\$ 37.63	\$ 39.51	\$ 41.49	\$ 43.56	\$ 45.74	\$ 48.03	\$ 50.43
Biweekly Monthly	\$ 3,010	\$ 3,161	\$ 3,319	\$ 3,485	\$ 3,659	\$ 3,842	\$ 4,034
Monthly	\$ 6,523	\$ 6,848	\$ 7,192	\$ 7,550	\$ 7,928	\$ 8,325	\$ 8,741
Annual	\$ 78,270	\$ 82,181	\$ 86,299	\$ 90,605	\$ 95,139	\$ 99,902	\$ 104,894

For Comparison Purposes:

Current Annual Salary Range (Adopted Resolution 19-06)	\$74,547	\$78,270	\$82,181	\$86,299	\$90,605	\$95,139	\$99,902
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Senior Analyst	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
Hourly	\$ 43.25	\$ 45.41	\$ 47.69	\$ 50.07	\$ 52.57	\$ 55.20	\$ 57.96
Biweekly Monthly	\$ 3,460	\$ 3,633	\$ 3,815	\$ 4,006	\$ 4,206	\$ 4,416	\$ 4,637
Monthly	\$ 7,497	\$ 7,871	\$ 8,266	\$ 8,679	\$ 9,112	\$ 9,568	\$ 10,046
Annual	\$ 89,960	\$ 94,453	\$ 99,195	\$ 104,146	\$ 109,346	\$ 114,816	\$ 120,557

For Comparison Purposes:

Current Annual Salary Range (Adopted Resolution 19-06)	\$85,675	\$89,960	\$94,453	\$99,195	\$104,146	\$109,346	\$114,816
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Principal Analyst	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
Hourly	\$ 51.30	\$ 53.87	\$ 56.56	\$ 59.39	\$ 62.36	\$ 65.48	\$ 68.75
Biweekly Monthly	\$ 4,104	\$ 4,310	\$ 4,525	\$ 4,751	\$ 4,989	\$ 5,238	\$ 5,500
Monthly	\$ 8,892	\$ 9,337	\$ 9,804	\$ 10,294	\$ 10,809	\$ 11,350	\$ 11,917
Annual	\$ 106,704	\$ 112,050	\$ 117,645	\$ 123,531	\$ 129,709	\$ 136,198	\$ 143,000

For Comparison Purposes:

Current Annual Salary Range (Adopted Resolution 19-06)	\$101,629	\$106,704	\$112,050	\$117,645	\$123,531	\$129,709	\$136,198
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% between levels at min of range

Assistant Analyst	\$ 32.56	N/A
Associate Analyst	\$ 37.63	15.57%
Senior Analyst	\$ 43.25	14.93%
Principal Analyst	\$ 51.30	18.61%

% between levels at max of range

Assistant Analyst	\$ 43.64	N/A
Associate Analyst	\$ 50.43	15.56%
Senior Analyst	\$ 57.96	14.93%
Principal Analyst	\$ 68.75	18.62%

LAFCO *of Monterey County*

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

Proposed Salary Ranges for Clerk Series

Proposed Salary Ranges in the Clerk Job Series
May 23, 2022

Administrative Assistant	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Hourly	\$ 22.61	\$ 23.74	\$ 24.93	\$ 26.18	\$ 27.49
Biweekly Monthly	\$ 1,809	\$ 1,899	\$ 1,994	\$ 2,094	\$ 2,199
Monthly	\$ 3,919	\$ 4,115	\$ 4,321	\$ 4,538	\$ 4,765
Annual	\$ 47,029	\$ 49,379	\$ 51,854	\$ 54,454	\$ 57,179

For Comparison Purposes:

Current Salary Range (Adopted Resolution 19-06)	\$44,782	\$47,029	\$49,379	\$51,854	\$54,454
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Assistant Clerk to the Commission	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
Hourly	\$ 28.27	\$ 29.68	\$ 31.16	\$ 32.72	\$ 34.36	\$ 36.08	\$ 37.88
Biweekly Monthly	\$ 2,262	\$ 2,374	\$ 2,493	\$ 2,618	\$ 2,749	\$ 2,886	\$ 3,030
Monthly	\$ 4,900	\$ 5,145	\$ 5,401	\$ 5,671	\$ 5,956	\$ 6,254	\$ 6,566
Annual	\$ 58,802	\$ 61,734	\$ 64,813	\$ 68,058	\$ 71,469	\$ 75,046	\$ 78,790

For Comparison Purposes:

Current Salary Range (Adopted Resolution 19-06)	\$55,994	\$58,802	\$61,734	\$64,813	\$68,058	\$71,469	\$75,046
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Clerk to the Commission/Office Administrator	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
Hourly	\$ 35.69	\$ 37.47	\$ 39.34	\$ 41.31	\$ 43.38	\$ 45.55	\$ 47.83
Biweekly Monthly	\$ 2,855	\$ 2,998	\$ 3,147	\$ 3,305	\$ 3,470	\$ 3,644	\$ 3,826
Monthly	\$ 6,186	\$ 6,495	\$ 6,819	\$ 7,160	\$ 7,519	\$ 7,895	\$ 8,291
Annual	\$ 74,235	\$ 77,938	\$ 81,827	\$ 85,925	\$ 90,230	\$ 94,744	\$ 99,486

For Comparison Purposes:

Current Salary Range (Adopted Resolution 19-06)	\$70,699	\$74,235	\$77,938	\$81,827	\$85,925	\$90,230	\$94,744
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% between levels at min of range

Administrative Assistant	\$ 22.61	N/A
Assistant Clerk to the Commission	\$ 28.27	25.03%
Commission/Office Administrator	\$ 35.69	26.25%

% between levels at max of range

Administrative Assistant	\$ 27.49	N/A
Assistant Clerk to the Commission	\$ 37.88	37.80%
Clerk to the Commission/Office Administrator	\$ 47.83	26.27%

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

KATE McKENNA, AICP
Executive Officer

LOCAL AGENCY FORMATION COMMISSION
P.O. Box 1369
Salinas, CA 93902
Telephone (831) 754-5838
132 W. Gabilan Street, Suite 102
Salinas, CA 93901
www.monterey.lafco.ca.gov

DATE: May 23, 2022
TO: Chair and Members of the Formation Commission
FROM: Kate McKenna, AICP, Executive Officer
PREPARED BY: Jonathan Brinkmann, Senior Analyst
SUBJECT: Anticipated Future Agenda Items and Progress Report on Special Studies

SUMMARY OF RECOMMENDATION:

This report is for information only.

EXECUTIVE OFFICER'S REPORT:

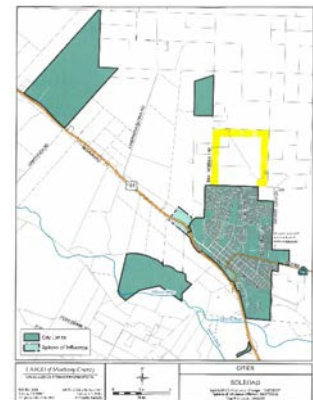
Following are current work priorities and a partial list of items that the Commission may consider in coming months or years. It is organized by applications on file, potential applications under discussion, and LAFCO-initiated studies.

Part I: Items Currently on File and In Progress, but Not Set for Hearing

- I. **City of Soledad:** Approximately 647-acre Miramonte (formerly Miravale III) sphere of influence (SOI) amendment and annexation. Application status is incomplete.

The City of Soledad submitted a LAFCO application in March 2020 that proposes an approximately 40% expansion to Soledad's existing 1,525 acres of developed area (excluding non-contiguous areas such as the wastewater treatment plant). LAFCO's March 2020 completeness letter listed items needed before the application can be deemed complete. On June 28, 2021, the Commission held a study session to receive information on the status of Soledad's proposed SOI/annexation.

In July 2021, LAFCO received a revised application from the City of Soledad. Staff met with City staff and land-owner representatives in August to discuss application completeness items. Some of these items include a City-County property tax transfer agreement, an agricultural mitigation and buffering plan, and a detailed plan for services. LAFCO issued a second incompleteness letter on September 1. Coordination discussions are ongoing. The City is making progress in addressing remaining completeness items. A pre-submittal meeting is planned for May 31 and we anticipate receiving a third application submittal in summer 2022.



2. **Fort Ord Reuse Authority Dissolution:** Per State law, the Fort Ord Reuse Authority (FORA) ceased operations after June 30, 2020. LAFCO's statutory FORA dissolution oversight authority expired after December 31, 2020 with the repeal of the FORA Act, but litigation and monitoring of final administrative tasks continue. Final action on the LAFCO dissolution process is on hold until those items are resolved. LAFCO staff received a copy of FORA's final-year audit on January 11, 2022 and is coordinating with the County on this and other final administrative tasks. A litigation settlement conference is set for summer 2022.

3. **Mission Soledad Rural Fire Protection District:** Sphere amendment and annexation of Paraiso Springs Resort (portion). Application status is incomplete.

The County approved this substantial development project in November 2019. The project proponents are now moving forward with development of the site. The previously/historically developed portion of the resort is already within the fire district. Pursuant to conditions of approval in the County's development permitting, the developer is required to work with the fire district to annex the remainder of the new development site. LAFCO staff has been monitoring and engaged with this project since 2013. LAFCO received the District's application on January 6, 2022 and, on February 4, LAFCO issued a completeness review letter listing items needed before the application can be deemed complete. To date, the District and developer have not agreed to mitigations for fire service impacts.

Part 2: Potential Agenda Items under Discussion

1. **City of Gonzales:** Annexation of some or all of an approximately 1,350-acre area placed in the City's sphere in 2014, plus potentially an adjacent 50-acre parcel. Status is pre-application.

The City of Gonzales is currently completing an administrative draft Specific Plan and EIR for the Vista Lucia project (Fanoe-owned lands of approximately 770 acres). The City similarly is working on a specific plan and an EIR for the Puente del Monte project (Jackson and Rianda-owned lands comprising approximately 547 acres). In total, the two projects together would represent a large expansion of the City, approximately doubling the existing City size. The scope of such an expansion raises issues relevant to LAFCO's review. On June 28, 2021, the Commission held a study session to receive information on the status of the City's proposed annexations.

The City issued a Notice of Preparation for the Vista Lucia project in September 2021, and LAFCO staff provided a comment letter in October 2021. LAFCO will comment on the project's draft environmental impact report when it becomes available in 2022. The City anticipates submitting a LAFCO annexation application for the Vista Lucia project in 2022 or 2023. In 2023, we anticipate commenting on a draft environmental impact report for the Puente del Monte project, and receiving an application for annexation of that project. Staff continues to coordinate with Gonzales staff, and with the County, as the City refines and develops these future expansion proposals.

In March and May 2022, City staff discussed other potential annexation/SOI proposals with LAFCO staff. Still in concept status, those proposals may be further refined in coming months or years.

2. **Marina Coast Water District:**

a. **U.C. MBEST Center** – sphere of influence amendment and annexation of an approximately 75-acre portion of the site, located in the City of Marina. Status is pre-application. In June 2020, the City of Marina approved a master plan for future development of the site. LAFCO staff also held an initial meeting with MCWD and UC representatives in June 2020.

- b. **Campus Town Project and Medical Officers Barracks site** – sphere of influence amendment and annexation of Seaside’s Campus Town Project, an approximately 122-acre large infill project near the freeway interchange at Lightfighter Drive and Highway One, and Seaside’s Medical Barracks site, an approximately 5-acre site in the City of Seaside for future reuse as housing. Status is pre-application. The Campus Town Project’s development plans include: up to 1,485 housing units; 250 hotel rooms; 75 youth hostel beds; 150,000 square feet of retail, dining, and entertainment uses; 50,000 square feet of office and light industrial uses; and 12 acres of parks and open space. LAFCO staff met with City of Seaside and Marina Coast Water District representatives in July 2021 and in December 2021. The Marina Coast Water District will be the agency that initiates the application to LAFCO, with support from the City of Seaside. The City’s certified EIR for the Campus Town Project was challenged in appellate court as of August 2021, and this matter was resolved in May 2022. In April 2022, LAFCO staff coordinated with MCWD staff about other items on our application checklist, including the need for a property tax transfer agreement with the County. The MCWD Board authorized a submittal to LAFCO in mid-May 2022, and a pre-submittal meeting to review the application materials is being scheduled for May. We anticipate that the MCWD application will be submitted to LAFCO in May or June.
3. **City of Monterey:** Detachment from the City of parcels owned by the Monterey Peninsula Airport District. Status is pre-application.

Most Airport District-owned parcels are in the unincorporated County. Several outlying parcels along Highway 68 are in the City of Monterey. The District has expressed interest in detaching these parcels from the City to eliminate this split in underlying city-county jurisdictions as the airport develops new facilities according to its master plan. LAFCO staff met with Airport, City, and County representatives in March 2020. However, in September 2020, the City and the Airport entered into a legal dispute regarding potential future roadway access. Coordination will continue when the parties are ready to move forward.

4. **Technical Assistance to Local Agencies in Greenfield:** LAFCO serves as an informal facilitator and information clearinghouse for small cities and special districts challenged by financial, governance and service delivery issues. Recent staff efforts have focused on special districts in Greenfield, Spreckels, Soledad and North Monterey County. We are currently focused on providing urgent assistance to Greenfield Memorial District.

Greenfield Memorial District Board members, employees and community members have contacted LAFCO staff expressing concerns about the District’s governance, transparency, accountability and operations. These concerns include challenges in retaining board members and obtaining a quorum of Board members to conduct District business, possible lapses in financial reporting, human resources issues, and substantial repair and maintenance issues. As a first step, LAFCO staff provided an educational Board orientation training to this District on April 26.

Based on the serious challenges the Greenfield Memorial District is experiencing, LAFCO staff will prioritize preparation of an updated Municipal Service Review and Sphere of Influence (MSR/SOI) study for that District in 2022. The study will explore the District’s challenges, provide recommendations for immediate improvement, and identify potential options going forward. The study will include a review of the City of Greenfield and the Greenfield Fire, Recreation and Cemetery Districts, consistent with timely, periodic review of these agencies. The LAFCO study will provide a comprehensive approach to identify potential partnerships, explore opportunities for increased integration, and/or review other efficiencies among Greenfield-area local public agencies.

5. **Monterey County Mosquito Abatement District:** Potential annexation of areas in south Monterey County. Status is pre-application. The District's sphere was expanded in 2016 to cover the entire county. Initial discussions are in progress.

6. **County Service Area (CSA) 25 – Quail Lodge Golf and Country Club:** Potential expansion of the CSA's boundaries. Status is pre-application.

This CSA was formed in 1963 to provide street and sidewalk, storm drain, and road shoulder maintenance for the Valley Greens subdivision and golf course. The area consists of a golf course, 165 single-family residential lots, and 21 condominium lots, serving about 400 people. Services are provided by the County Public Works Department. Several CSA residents contacted the County and LAFCO to potentially add several adjacent parcels to the CSA. LAFCO staff participated in a CSA advisory committee meeting in April 2021 to provide an overview of the annexation process. LAFCO and County met in August 2021 to coordinate on the project.

In addition, our staff met with the County and Carmel Area Wastewater District in March 2022 to discuss and coordinate sewer and road improvements in this area.

7. **Pájaro County Sanitation District (PCSD) (for wastewater collection) and/or Pájaro-Sunny Mesa Community Services District (for domestic water)** for the "Parks Legacy" Project. Status is pre-application.

This project, at the Pájaro Valley Golf Club on Salinas Road in Las Lomas, involves creation of an approximately 107-unit modular home community, a campground and recreational vehicle (RV) park, and complete refurbishment of the golf course. Initial discussions among County staff, developer representatives, and the service districts occurred in early 2020. The project will require a new environmental impact report and Coastal Commission approval.

Separately, the County is also considering annexing several nearby properties to PCSD as one coordinated effort. The County is also exploring transferring the entire PCSD system to Cal-Am.

8. **City of Salinas: Target Area "K" (Ferrasci Ranch)** sphere amendment and annexation of approximately 100 acres at the northeast corner of Harrison Road and Russell Road. Status is pre-application.

The site, just north of Salinas and designated as Target Area K in the City's recently approved Economic Development General Plan Element, is planned for industrial and commercial development. In 2019, the County and City approved a site-specific amendment of the Greater Salinas Area Memorandum of Understanding to facilitate the City's annexation and development of this site. Informal pre-application discussions have been underway with County staff, City staff and property owners since January 2020, most recently in February 2022.

9. **City of Marina:**

a. **Former Fort Ord Landfill and Landfill Border Parcels –** Annexation of an approximately 341-acre former Army landfill and landfill border parcels area (south of Imjin Parkway, north of Intergarrison Road, east of 8th Street, and west of Abrams Drive), and detachment of this area from Monterey County Regional Fire District. Current status is pre-application. In November 2020, Monterey County and City of Marina entered into an agreement to convey its landfill border parcels (approximately 177 acres) to the City of Marina and designate the City of Marina as recipient of the former landfill parcels (approximately 164 acres) from the U.S. Army. The City of Marina and County of Monterey also agreed to seek prompt annexation of these properties to the City of Marina. The area is currently uninhabited and includes a five-acre commercial area known as the Ord Market. The area is within the City of Marina's existing sphere of influence.

- b. **East Campus Housing Areas** – Annexation of California State University Monterey Bay (CSUMB) East Campus housing areas (Schoonover and Frederick Park neighborhoods between Reservation Road and Imjin Road), and detachment of this area from Monterey County Regional Fire District. Current status is pre-application. Both housing areas are in Marina’s sphere of influence and have a combined population of about 3,000.

Among other considerations, LAFCO’s review will include each proposal’s potential effect on fire and emergency medical service delivery models and related revenues to the affected agencies. Initial discussions with the parties occurred in 2019. There is currently no specific schedule for the City to submit an application or applications.

- 10. **City of Monterey** – Sphere amendment and annexation of a six-acre site in the former Fort Ord area. Status is pre-application.

The site is adjacent to the Monterey-Del Rey Oaks boundary. Del Rey Oaks has transferred ownership of this parcel to Monterey. Monterey city staff and LAFCO staff began annexation discussions in 2017.

- 11. **City of Greenfield** – Annexation proposal with two separately owned parcels (vacant Thorp parcel and an existing elementary school site) on Apple Avenue west of the existing city limits. The original application is incomplete, and a revised project is in pre-application status.

In 2017, the City submitted an annexation application for a proposed residential project on the Thorp parcel, but that application remains incomplete. Now the City is pursuing development of a community center – rather than housing – on the Thorp parcel. Staff met with the City in March 2022 to discuss annexation of the proposed community center parcel and existing school parcel.

- 12. **Rancho Los Robles residential subdivision (Las Lomas unincorporated community)**

The County approved this 34-acre project in 2009. In late 2017, the California Coastal Commission granted final approval for a revised version of the project, now reduced to 54 residential units. The LAFCO project status is pre-application. In November 2021, a State appeals court overturned the Coastal Commission’s approval of this development. The developer has not yet decided whether it will petition for a re-hearing of the case or if it will petition for the case to be heard by the State Supreme Court. If the project eventually moves forward, consultation will be needed to determine any necessary LAFCO approvals. The Coastal Commission’s 2017 approval was conditioned upon dedication of approximately 20 acres of the site to a public agency for recreation and open space uses. Potential receiving agencies may include Pajaro-Sunny Mesa Community Services District (PSMCS D) or a County Service Area, and LAFCO may have a role in implementing the action.

- 13. **Drinking Water Project North of Moss Landing**

LAFCO staff met with representatives from the Community Water Center (CWC), a non-profit for community-driven water solutions, in August 2021. Due to water quality issues in the unincorporated County area north of Moss Landing, the CWC prepared a report to identify potential solutions to provide safe potable water to approximately 90 households in this area. CWC is working with PSMCS D, the closest public water provider in the area. LAFCO staff provided relevant information to CWC representatives regarding potential LAFCO actions that could facilitate the extension of PSMCS D’s potable water services to this area. Current status is pre-application.

- 14. **Castroville Community Services District (CSD)** – Potential sphere amendment and annexation of the Moss Landing Commercial Park

This commercial and industrial site, designated as a future study area for the Castroville CSD in 2014, has ongoing problems with its septic system and will eventually need to connect to the Monterey One Water

regional wastewater treatment plant by annexing to the CSD (a Monterey One Water member agency). Preliminary coordination with the CSD, the County, and property owner representatives is underway. LAFCO staff participated in a County development review meeting in October 2021. Current status is pre-application.

15. **Salinas Valley Healthcare System (SVMHS)** – Potential annexation in North Monterey County to align with boundaries of the newly formed Pajaro Valley Health Care District.

Part 3: LAFCO-Initiated Studies

In 2021, LAFCO completed Municipal Service Review/Sphere of Influence studies for Carmel Area Wastewater District and the Monterey Peninsula Water Management District.

In 2022, staff is preparing a Municipal Service Review/Sphere of Influence study for the City of Soledad to coincide with consideration of that City's SOI amendment/annexation application (see page 1 of this report). The application is on file but is incomplete, and a resubmittal is expected later this summer.

Also in 2022, as a new and urgent priority, staff will prepare a Municipal Service Review/Sphere of Influence study for four Greenfield-area agencies to help address local challenges (see page 3 of this report). The agencies are the City of Greenfield, Greenfield Memorial District, Greenfield Fire District, Greenfield Cemetery District, and Greenfield Public Recreation District.

Later this year, staff will begin a Municipal Service Review/Sphere of Influence study for the City of Gonzales to coincide with that City's anticipated annexation application in 2023 (see page 2 of this report).

Finally, we intend to begin a Municipal Service Review/Sphere of Influence study for the City of Marina in late 2022 or in 2023. The study will focus on issues such as future growth and provision of services.

Respectfully Submitted,



Kate McKenna, AICP
Executive Officer

LAFCO *of Monterey County*

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

LOCAL AGENCY FORMATION COMMISSION
P.O. Box 1369
Salinas, CA 93902
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132 W. Gabilan Street, Suite 102
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KATE McKENNA, AICP
Executive Officer

DATE: May 23, 2022
TO: Chair and Members of the Commission
FROM: Kate McKenna, AICP, Executive Officer
PREPARED BY: Safarina Maluki, Clerk to the Commission/Office Administrator
SUBJECT: Report on Activities of the California Association of Local Agency Formation
Commissions (CALAFCO)

SUMMARY OF RECOMMENDATION:

This report is for information only.

EXECUTIVE OFFICER'S REPORT:

Planning is underway for the CALAFCO Annual Conference on October 19 – 21, 2022 in Newport Beach. Please save the date and anticipate that staff will contact you in June to determine your interest and availability, and to help you with registration and travel plans.

Respectfully Submitted,



Kate McKenna, AICP
Executive Officer

Attachment: 2022 CALAFCO Save the Date

SAVE THE DATE FOR THE



OCTOBER 19-21, 2022

THIS THREE-DAY EVENT OFFERS THE OPPORTUNITY TO:

- ✓ Discuss statewide and local issues critical to LAFCo
- ✓ Participate in important conversations that will guide decision-making
- ✓ Gain new resources and fresh ideas that will have a positive community impact
- ✓ Hear important legislative updates
- ✓ Make industry connections
- ✓ Network with professionals



**Hyatt Regency John Wayne Airport,
Newport Beach, CA**

Conference and hotel registration opening soon.
Visit calafco.org and stay tuned
for details!

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

KATE McKENNA, AICP
Executive Officer

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www.monterey.lafco.ca.gov

DATE: May 23, 2022
TO: Chair and Members of the Commission
FROM: Kate McKenna, AICP, Executive Officer
SUBJECT: Executive Officer Communications – Greenfield-Area Public Agencies

SUMMARY OF RECOMMENDATION:

This report is for information only.

EXECUTIVE OFFICER'S REPORT:

This report provides information about a priority study that LAFCO staff is initiating for the City of Greenfield and four Greenfield-area special districts. The urgency stems from challenges that the Greenfield Memorial District is experiencing, and our study will include a comprehensive review of other local agencies that serve the community: the City of Greenfield, Greenfield Cemetery District, Greenfield Fire Protection District, and Greenfield Public Recreation District. Work on this Municipal Service Review/Sphere of Influence study will begin in June and be completed this year.

Background

One of LAFCO's Annual Work Program tasks under "Government and Community Relations" is to "initiate informal meetings to discuss budget and policy issues with Cities, Special Districts and County, as appropriate." The work program also includes preparation of Municipal Service Reviews and Sphere of Influence studies on a flexible basis to address the needs of local public agencies.

In recent months, board members, staff and interested parties have approached the LAFCO office with serious concerns about the Greenfield Memorial District. Concerns relate to governance, accountability, transparency and operations. Some of the concerns include challenges in scheduling and orderly conduct of Board meetings, retaining enough board members to conduct District business, possible lapses in financial reporting, board and staff roles and responsibilities, human resources issues, and substantial repair and maintenance issues with the District's Memorial Hall. At our request, the Memorial District Board met on April 26 and received an informal LAFCO presentation. Our presentation included information on the District's Principal Act, District bylaws, the Brown Act, the Public Records Act, and resources offered by the California Special Districts Association for required board member training and annual filings. The presentation is posted on the LAFCO website and can be viewed by this link: <https://www.co.monterey.ca.us/home/showpublisheddocument/111909/637883031028759554>

Following the April 26 meeting, we understand that two Board members and one staff member resigned from the Memorial District. The situation is not sustainable.

Discussion

Based on identified needs, I am exercising our work program flexibility to prepare a Municipal Service Review for the Greenfield Memorial District. The study will explore challenges, recommendations and potential options going forward for the Memorial District. Because of the Memorial District's proximity to

and relationships with other local agencies, our study will also include routine reviews of the City of Greenfield, Greenfield Fire Protection District, Greenfield Public Recreation District and Greenfield Cemetery District. LAFCO studies for these agencies were last conducted in 2011 (City), 2015 (recreation and cemetery districts) and 2020 (fire district). It is timely to conduct updates consistent with authority and provisions of the Cortese-Knox-Hertzberg Act. By taking a comprehensive look at Greenfield-area public agencies, the study will have a view toward identifying potential partnerships, opportunities for increased integration, and other efficiencies for the delivery of important services.

In coming weeks, we will contact the Greenfield-area agencies to begin conversations and request assistance in preparing a study that is useful and beneficial to the community.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Kate McKenna". The signature is fluid and cursive, with the first name "Kate" and last name "McKenna" clearly legible.

Kate McKenna, AICP
Executive Officer

cc: Greenfield-area agencies

LAFCO *of Monterey County*

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

CLOSED SESSION

1. Pursuant to Government Code Section 54956.9(d)(1), the Commission will confer with legal counsel regarding existing litigation: *Monterey Peninsula Water Management District v. Local Agency Formation Commission of Monterey County; Commissioners of the Local Agency Formation Commission of Monterey County; and DOES 1 through 20*, (Monterey County Superior Court Case No. 22CV000925).