



LOCAL AGENCY FORMATION COMMISSION

Dave Braun, Executive Officer

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205 West 4th Street
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Regular LAFCO Meeting
Wednesday, March 27, 2019
6:00 p.m.

Commissioners Present: J. Carol Graham, Chairman, Public Member
Andrew Medellin, Chair Pro Tem, City Member
Waseem Ahmed, City Member
Max Rodriguez, County Member
Tom Wheeler, County Member
Laura Young, Alternate Public Member

Commissioners Absent: None

Others Present: Dave Braun, Executive Officer
Doug Nelson, Legal Counsel
Candie Fleming, Clerk to the Commission

1. Call to Order
2. Pledge of Allegiance
3. Public Comments

There were no comments from the public.

CONSENT AGENDA

4. Minutes – Review and Approval of the January 23, 2019 Meeting

Commissioner Wheeler moved to approve the January 23, 2019, Minutes as presented and Commissioner Rodriguez seconded the motion. The motion was approved with a 5-0 vote.

PUBLIC HEARING

5. Delegation of Principal County Authority to Merced LAFCo – Chowchilla Water District (Continued from January 23, 2019 Agenda)

Executive Officer Braun presented staff's report and recommendation to approve Merced LAFCo's request for authority to process the application.

Commissioner Medellin asked if there was any kind of outreach to the landowners to see if there was any opposition. Braun said that it was his understanding that the landowners were involved in applying to Merced LAFCo to annex their property. Commissioner Medellin asked if Madera County would lose anything else other than the authority to process the annexation. Braun said that if Madera LAFCo denied Merced's request, the landowners would be required to apply to Madera LAFCo first to get the area removed from the Chowchilla Water District's SOI and then go to Merced LAFCo to expand Le Grand-Athlone's SOI to include their property. Braun said that any other landowner in Merced County within the Chowchilla Water District's SOI wishing to annex their land to the Le Grand-Athlone Water District would still have to apply to Madera LAFCo to delegate authority to Merced County because Madera is the Principal County.

There being no further comments, Commissioner Wheeler made a motion to approve Merced LAFCo's request for jurisdiction to process the annexation to the Le Grand-Athlone Water District and Commissioner Medellin seconded the motion. The motion passed on a vote of 5-0.

6. Selection of Consultant for Preparation of Municipal Service Review – Bass Lake/North Fork Area Districts

Braun presented staff's report and recommendation. There were no further comments and Commissioner Wheeler made a motion to approve the proposed contract with QK to prepare the MSR and to authorize the Executive Officer to sign all necessary documents. Commissioner Medellin seconded the motion and the motion passed on a vote of 5-0.

7. Proposed 2019/2020 Fiscal Year Budget

- A. Employee Salary Increase – Executive Officer and Clerk
- B. 2019/2020 Budget/Schedule of Fees and Charges

Commissioner Medellin asked if Item B could be discussed prior to the discussion of Item A. The Commission agreed and Item B was discussed first.

B. Proposed Budget/Fee Schedule

Braun presented staff's report. Braun noted that the 2019/20 Budget was almost the same as the 2018/2019 budget; however, he added \$456 to memberships since the CALAFCO membership increased. Braun said he also increased the category for

outside consultants by \$9,991 to cover the Bass Lake/North Fork MSR and an additional MSR. Staff plans to encumber \$19,991 from this account and place it in next year's budget to pay for these MSRs.

Braun said he didn't change the budget for salaries for the EO and clerk because it looks like the line item for salaries will be about \$6,500 below what was allocated for this fiscal year and would accommodate an 8% salary increase without increasing the budget.

Braun said the Commission is funding part of the 2019/2020 budget with the operating fund balance which at the beginning of the 2018/2019 fiscal year was about \$85,000. Braun said the fund balance at the beginning of the 2019/2020 fiscal year will be about \$65,000. Since the fund balance is being reduced, the Commission will require a little more from the cities (Madera – approximately \$6,300; Chowchilla – approximately \$700; and County approximately \$7,000) to fund the budget.

Commissioner Medellin asked if the amount was based on population. Braun said that according to the LAFCo law, the County is to pay 50% and the other 50% is to be based on each city's total budget as provided by the State Controller. Braun said the City of Madera will be paying approximately 40% while the City of Chowchilla will be paying approximately 10%.

Commissioner Medellin asked if there is a policy for how much the Commission should keep in its reserve account. Braun responded that the policy only states the reserve account could not exceed one year's total budget.

Commissioner Wheeler made a motion to approve the proposed budget as presented and Commissioner Medellin seconded the motion. The motion passed by a vote of 5-0.

C. Employee Salary Increase

Commissioner Wheeler said he totally agreed with the employee salary increase but thought the Commission might want to discuss also increasing their stipend. Commissioner Medellin suggested increasing their stipend from \$100 to \$125. Commissioner Medellin said that there was justification for the salary increase but didn't want to tie the increase to the County's salary since LAFCo is not part of the County. Commissioner Wheeler agreed and said the language should be changed on the justification to just say 8% once the employees reached 1,000 hours. Commissioner Wheeler asked if the Commission could consider raising their stipend at the next meet by 8% or to \$125 per meeting. Commissioner Wheeler also noted that the Chairman of the Board of Supervisors made \$500 more per month and that the Commission might want to consider giving the Chairman of the Commission an additional \$25 per month. The Commission directed staff to place an item on the next agenda regarding an increase in the Commission's stipend.

Commissioner Medellin made a motion to approve the merit increase for the two Commission employees by 8% after working 1,000 hours. Commissioner Wheeler seconded the motion and the motion was approved on a 5-0 vote.

8. Consideration of Appointment for Public Member At-Large

Braun said the Commission's Member At-Large's term is due to expire in May and that the Commission needed to take an action to either grant Commissioner Graham another term or direct staff to begin recruiting for another Member At-Large. Commissioner Medellin said that Commissioner Graham was doing an excellent job and is willing to continue serving on the Commission. Commissioner Rodriguez moved to grant Commissioner Graham another term of four years and Commissioner Wheeler seconded the motion. The motion passed by a vote of 5-0.

9. Commissioners Reports

Commissioner Wheeler said he received a report that there was a tornado coming to the mountain area.

Commissioner Medellin thanked the Commission for their service and said he felt the County and the Cities worked well together to get a lot accomplished.

10. Executive Officer Reports

Braun reminded the Commissioners that their Statements of Economic Interest were due on the 1st of April.

11. Adjournment

The meeting adjourned at 6:36 p.m.