

**LOCAL AGENCY FORMATION COMMISSION
MENDOCINO COUNTY**

The Local Agency Formation Commission convened a regular meeting on Monday, May 5, 2008 at 10:00 a.m. at the City of Ukiah Council Chambers, 300 Seminary Ave., Ukiah, CA.

AGENDA ITEM 1 - CALL TO ORDER / ROLL CALL

Chairman Melo called the regular meeting of the Local Agency Formation Commission of Mendocino County to order at 10:00 a.m. The following Commissioners were present and seated: Commissioners Delbar, Kisslinger, Wattenburger, Oslund, Ruff and Chair Melo. Also present were Alternate Commissioners McCowen, Ward, Orth and Executive Officer McMichael. Commissioner Wattenburger and Alternate Commissioner Smith had previously indicated their expected absence.

AGENDA ITEM 2 - PUBLIC EXPRESSION

There was no one in attendance from the public.

AGENDA ITEM 3 – APPROVAL/CORRECTION/ADOPTION OF MINUTES

Upon a motion by Commissioner Oslund, seconded by Commissioner Ruff the minutes of April 7, 2008 were approved as submitted by the following vote: Ayes: Delbar, Oslund Kisslinger, Ruff and Chair Melo; Nays: None; Abstain: Orth; Absent: Shoemaker and Wattenburger.

AGENDA ITEM 4 – PUBLIC HEARING FOR ADOPTION OF FISCAL YEAR 2008-2009 BUDGET

The Commission reviewed the Proof of Publication of Notice of Public Hearing and upon a motion by Commissioner Oslund, seconded by Commissioner Orth the Proof of Publication was accepted by the following vote: Ayes: Delbar, Ruff, Kisslinger, Oslund, Orth and Chair Melo; Nays: None; Abstain: None; Absent: Shoemaker and Wattenburger.

Upon direction of the Chair, Executive Officer McMichael reviewed the notification process for the Proposed Budget. After this review, Chair Melo opened the Public Hearing at 10:04 a.m. There was no one in attendance for the public hearing. Seeing no one in attendance, Chair Melo closed the Public Hearing at 10:07 a.m.

After closure of the Public Hearing, Commissioner Orth, seconded by Commissioner Oslund entered a motion to adopt the Proposed Budget indicated below as the Final Budget for the Commission for Fiscal Year 2008-2009. The motion was approved by the following roll call vote: Ayes: Delbar, Ruff, Kisslinger, Oslund, Orth and Chair Melo; Nays: None; Abstain: None; Absent: Shoemaker and Wattenburger.

**Commission's Final Budget
Fiscal Year 2008-2009**

	Line Item	Detail Description	Amount Budgeted	Totals
1	862150	CALAFCO Membership	725.00	
2	862150	CSDA Membership	700.00	
3	862101	General Liability Insurance--CSDA	3,500.00	
4	862181	Audit Services	2,900.00	
5	862182	Website—DSL	2,000.00	

6	862060	Communications	1,000.00	
7	862184	Engineering and Plan Services--GIS	2,000.00	
8	862194	A-87 Costs (County Services)	3,000.00	
9	862183	Commission Counsel	4,000.00	
10	862189	Contract Services Office & Staff	99,812.32	
11	862239	Special Dept. Expense	1,000.00	
12	862250	In County Commissioner Travel	1,000.00	
13	862280	ADA Compliance	0.00	
14	862253	Out of County Conferences	6,000.00	
15	862190	Publication and Legal Notices	500.00	
16	862189	56425 and 56430 Mandates [Sphere of Influence (SOI) and Municipal Service Reviews (MSR)]	57,040.00	
17	860010	Appropriation for Contingency	7,000.00	
18	869991	Legal Reserve	0.00	
19	860011	General Reserve	3,000.00	
20	Total apportionment Budget FY 08-09			195,277.32
21	Fund Balance Carryover			0.00
22	Total to be apportioned for revenues			195,277.32
23	Apportionment for County-Cities-Districts			65,092.44
24	Fiscal Year 06-07 Comparison			
25	Total Budgeted FY 07-08			225,552.32
26	Fund Balance Carryover FY 07-08			00.00
27	Total Apportionment Budget FY 07-08			195,552.32
28	Apportionment for County-Cities-Districts FY 07-08			65,184.10
29	Reserve Commitment to Budget			
30	Reserve Commitment to SOI/MSR Mandated Process FY 07-08			30,000.00
31	Total Budgeted FY 07-08 For SOI/MSR Mandates			87,040.00
32	Total Budgeted FY 07-08			225,277.32
33	Balance of Reserves From Prior Fiscal Years			
34	Legal Reserves			20,000.00
35	Service Review Reserves			15,000.00
36	Operational Reserves			84,415.00
37	Total			119,415.00

AGENDA ITEM 5—REVIEW AND APPROVAL OF CONTRACT WITH PMC FOR DEVELOPMENT OF WASTEWATER MSR

Upon direction of the Chair, Executive Officer McMichael reviewed the written report and the overall process for selection of PMC by the Consultant Selection Committee and the proposed contract. After discussion, Commissioner Kisslinger, seconded by Commissioner Ruff entered a motion directing Chair Melo and Executive Officer McMichael to sign the contract. The motion was approved by the following roll call vote: Ayes: Delbar, Ruff, Kisslinger, Oslund, Orth and Chair Melo; Nays: None; Abstain: None; Absent: Shoemaker and Wattenburger.

AGENDA ITEM 6—DISCUSSION/DIRECTION AS TO LAFCO REQUESTED RESPONSE TO GRAND JURY REPORTS REGARDING CITY OF FORT BRAGG

Upon direction of the Chair, Executive Officer McMichael reviewed the two Grand Jury Reports regarding the City of Fort Bragg entitled “Savings for Sunny Day” and “the \$10,000 Popsicle Stick” and the draft proposed response letter. After discussion, upon a motion by Commissioner Orth, seconded by Commissioner Kisslinger the Chair was directed to sign the indicated letter and Executive Officer McMichael was directed to forward it to the Grand Jury.

AGENDA ITEM 7—REPORTS

- A. Executive Officer McMichael orally reviewed the written progress report provided to the Commission regarding the MSR process and the monthly expenditure report.
- B. Commissioner Orth provided a written report entitled “Governance of Change” and spoke of his efforts with two activities/organizations named Renewable Energy and the Mendocino Activists for a Dependable Economy (REMADE) and Independent Green Renewable Energy Economy Now (iGREEN)

Commissioner Oslund reported that the City of Willits has had a request from the local Indian casino to provide water and wastewater services for a new casino. She indicated that the City had no water for that purpose but may have the ability to provide wastewater services and that possibility was under review by City staff.

AGENDA ITEM 8—ADJOURNMENT

Having no further business, the meeting adjourned at 10:53 a.m.