

had been created and that once the response from the District was obtained he would be able to complete this document.

AGENDA ITEM 11 - CITY OF UKIAH REQUEST FOR MEETING OF PLANNING COMMITTEE

As per the letter in the agenda packet, Chair Melo indicated that he had received a letter from the City of Ukiah requesting a meeting of the Planning Committee for the purpose of reviewing the circumstances of the City's SOI/MSR process. He indicated that the meeting had be set for May 6, 2010 at 3:00 p.m.

AGENDA ITEM 12 - REPORTS

A. Commissioner McCowen provided a request that the minutes reflect the absence of Commissioners and not just those in attendance.

B. E.O. McMichael reviewed the letter dated April 4, 2010 from Rapport and Marston regarding his letter dated February 21, 2010 to Brian Carter, Attorney for Hopland PUD. After discussion, it was the unanimous direction of the Commission that LAFCO not expend legal costs for response to this letter and no response be provided.

AGENDA ITEM 13—ADJOURNMENT

Having no further business, the meeting adjourned at 12:28 PM.

20	General Revenue Commitment for Line 11	(7,000.00)
21	Unreserved Fund Commitment for Line 16	(30,000.00)
22	Apportionment Budget	
23	Total apportionment Budget FY 10-11	165,902.32
24	One-Third Apportionment for County-Cities-Districts	55,300.78
25	Fiscal Year 09-10 Comparison	
26	Total Budgeted FY 09-10	225,202.32
27	Total Apportionment Budget FY 09-10	195,202.32
28	Apportionment for County-Cities-Districts FY 09-10	65,067.44
29	Revenues and Reserves From Prior Fiscal Year	
30	General Revenues--Application Fees ¹	14,710.00
31	General Revenues--Interest Earnings	3,700.00
32	Fund Balance--Legal Reserves ²	20,000.00
33	Fund Balance--Service Review Reserves ³	20,000.00
34	Unreserved Fund Balance	66,590.00
35	Total Fund Balance (Reserves)	125,000.00

¹ Application fees include fees collected for other agency costs such as SBOE, Fish & Game, County Surveyor, Clerk-Recorder collected in FY 09-10 that will be expended in FY 10-11--see Line Item 11

² This amount set aside in case of lawsuit or extraordinary legal needs

³ This amount set aside for SOI/MSR process with the Chair being authorized to authorize initiation of expenditures from these funds, followed by report to commission at next meeting

AGENDA ITEM 7 - UPDATE ON FORT BRAGG RURAL FIRE DISTRICT SOI/MSR PROCESS

Chair Melo provided a verbal update to the memo contained in the agenda packet. E.O. McMichael provided a timeline update as expected completion of the this process.

AGENDA ITEM 8 - UPDATE ON UKIAH VALLEY WASTEWATER SOI/MSR REPORT

Upon direction of the Chair, Executive Officer McMichael provided an update on the wastewater SOI/MSR report. He indicated that he was waiting for some final information from John Dickerson regarding the financial analysis and expected to have completed an administrative draft of this report within the next few weeks at which time he would be sending copies to the respective agencies for their review.

AGENDA ITEM 9 - UPDATE ON BROOKTRAILS CSD SOI/MSR REPORT

Ex. Officer McMichael reported that he had sent an Administrative Draft of the Brooktrails SOI/MSR Report to Brooktrails staff the first part of January and that he had just received it back with comments and suggestions. He stated that he was incorporating the additional information and viewpoint that had been provided and that after inclusion these updates, etc. he would begin circulating the document as a public draft. E.O. McMichael that Brooktrails had requested a coterminous SOI and that the SOI/MSR Report concurred with that request. Additionally, E.O. McMichael sought direction from the Commission as to whether a workshop should be scheduled for the next meeting of the Commission regarding the Report or a public hearing. There was a mixed response from commissioners with no clear direction being given as to the overall Commission direction.

AGENDA ITEM 10 - UPDATE ON UKIAH VALLEY FIRE SOI/MSR REPORT

E.O. McMichael indicated that he had just recently received the response from the City for the fire service review questionnaire first sent in 2005. Additionally, he indicated that he was still waiting for the response from Chief Grebil at the Ukiah Valley Fire Protection District but based on assurances from Chief Grebil, he expected their response soon. He additionally indicated that perhaps half of document

AGENDA ITEM 5 – REVIEW AND APPROVAL OF BUDGET REPORTS

Upon direction of the Chair, Executive Officer McMichael reviewed the Budget Reports obtained from the County Auditor to include: (1) A Summary Balance for the fiscal year; (2) A month-to-date report of revenues and expenses and ; (3) A detailed year-to-date report for all revenues and expenses for the year. After discussions and upon a motion Commissioner McCowen, seconded by Commissioner Rodin, the budget reports were received and unanimously approved by the following vote: Ayes: Shoemaker, Rodin, McCowen, Kisslinger and Chair Melo; Nays: None; Abstains: None; Absent: Colfax. Additionally, the motion included a requirement that an ad hoc committee comprised of Commissioners Kisslinger and Shoemaker along with E.O. McMichael be convened for the purpose of designing a monthly report for the new fiscal year budget cycle.

AGENDA ITEM 6 - PUBLIC HEARING ON FY 2010-2011 PROPOSED BUDGET

Upon direction of the Chair, Executive Officer McMichael reviewed the changes to the format for the budget as directed by the Commission at the April hearing. After this review, the Commission reviewed the Proof of Publication of Notice of Public Hearing and upon a motion by Commissioner Kisslinger, seconded by Commissioner McCowen the Proof of Publication was accepted by unanimous voice vote.

Following this vote, Chair Melo opened the public hearing at 11:15 AM. There was no one in attendance who indicated an interest in speaking to the budget. Seeing this, Chair Melo closed the public hearing at 11:18 AM. Upon closure of the public hearing, Commissioner Kisslinger, seconded by Commissioner Rodin, moved adoption of the below indicated budget with a minor labeling change to line 21 as requested by Commissioner Shoemaker as the Final Budget for FY 2010-2011. The motion was approved on the following roll call vote: Ayes: Shoemaker, Rodin, Kisslinger, McCowen and Chair Melo; Nays: None; Abstain: None; Absent: Colfax.

LAFCO Fiscal Year 2010-2011 Final Budget

	Line Item	Detail Description	Amount Budgeted	
1	862150	CALAFCO Membership	775.00	
2	862150	CSDA Membership	775.00	
3	862101	General Liability Insurance--CSDA	3,000.00	
4	862181	Audit Services	3,000.00	
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)	3,500.00	
9	862183	Commission Counsel	4,000.00	
10	862189	Contract Services Office & Staff	99,812.32	
11	862239	Special Dept. Expense	8,000.00	
12	862250	In County Commissioner Travel	1,000.00	
13	862280	ADA Compliance	0.00	
14	862253	Out of County Commissioner Travel	6,000.00	
15	862190	Publication and Legal Notices	1,000.00	
16	862189	56425 and 56430 Mandates (SOI/MSR Process]	57,040.00	
17	860010	Appropriation for Contingency	7,000.00	
18	860011	General Reserve	3,000.00	
19		Total Budgeted FY 10-11		202,902.32

**LOCAL AGENCY FORMATION COMMISSION
MENDOCINO COUNTY**

The Local Agency Formation Commission convened a meeting on Monday, May 3, 2010 at 10:00 p.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 meeting of the Local Agency Formation Commission of Mendocino County to order at 10:05 a.m. The following Commissioners were present and seated: Commissioners McCowen, Rodin, Shoemaker, Kisslinger and Chair Melo. Executive Officer McMichael was also present. Commissioner Colfax and Alternate Commissioners Orth, Ward Madrigal and Pinches were not present.

AGENDA ITEM 2 - PUBLIC EXPRESSION

There was no one in attendance from the public who indicated an interest in speaking.

AGENDA ITEM 3 – INTERVIEW AND APPOINTMENT OF PUBLIC MEMBER

After the opportunity for public expression was provided, Chair Melo indicated that the interviews for the two applicants for the public would be initiated by having Mr. Stephen Ward provide a statement of his qualifications and interest in the position. At this point, Mr. Kisslinger suggested that he should leave the dais during the interview process, to which Chair Melo agreed that it would be appropriate.

After Mr. Ward provided his statement about his qualifications and interest in the position, Commissioners provided additional questions as to his past experiences and knowledge of LAFCO. Upon completion of this process, Mr. Kisslinger reviewed his background and his reasons for wanting to continue to be the public member for LAFCO. Commissioners also provided questions to Mr. Kisslinger as to various LAFCO issues.

After completion of this process, the Commissioners provided observations and appreciation about the candidates and their desire to serve generally indicating that having two qualified candidates made it difficult for a decision. After this discussion, Commissioner Shoemaker, seconded by Chair Melo, provided a motion that Mr. Kisslinger be reappointed. After additional discussion, the motion was unanimously approved by the following roll call vote: Ayes: Shoemaker, Rodin, McCowen and Chair Melo; Nays: None; Abstain: None; Absent: Colfax. (Note: Because of the nature of the motion, Commissioner Kisslinger did not participate in the vote process.)

Subsequent to this approval at 10:43 AM, Chair Melo administered the oath of office to Commissioner Kisslinger.

AGENDA ITEM 4 - APPROVAL/CORRECTION/ADOPTION OF MINUTES

Upon a motion by Commissioner McCowen, seconded by Commissioner Rodin the minutes of the April 5, 2010 regular meeting were approved as submitted by the following vote: Ayes: Rodin, Shoemaker, McCowen, and Chair Melo; Nays: None; Abstain: Kisslinger; Absent: Colfax. At a later point in the meeting, Commissioner McCowen indicated that the minutes should reflect those Commissioners that were absent to which the Commissioners unanimously agreed, thus the minutes were adjusted to indicate Commissioners that were absent.