

**Resolution No. 2017-18-08
of the Mendocino Local Agency Formation Commission**

**Adopting the
Final Budget and Work Plan for Fiscal Year 2018-19**

WHEREAS, the Mendocino Local Agency Formation Commission, hereinafter referred to as the "Commission", annually adopts a proposed budget by May 1st and a final budget by June 15th to fulfill its purposes and functions that are set by State law; and

WHEREAS, the Executive Officer has given sufficient notice of a public hearing to be conducted by the Commission in the form and manner prescribed by law; and

WHEREAS, the Commission heard and fully considered all oral and written testimony submitted and presented on the proposed budget and work plan for fiscal year 2018-19, including the Executive Officer's report and recommendations, at a public hearing held on April 2, 2018; and

WHEREAS, the Commission heard and fully considered all the evidence presented at a public hearing held on the final budget for fiscal year 2018-19 on May 7, 2018.

NOW, THEREFORE, the Mendocino Local Agency Formation Commission does hereby RESOLVE, DETERMINE, and ORDER as follows:

1. The Commission hereby approves a Final Budget for fiscal year 2018-19 in the amount of \$150,270, as set forth in Exhibit A, attached hereto; and
2. Finds that the Final Budget as set forth in Exhibit A, attached hereto, will not result in reductions in staffing or program costs to such an extent that the Commission would be impeded from fulfilling the purpose and programs of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000; and
3. The final budget allows the Commission to fulfill its prescribed regulatory and planning duties; and

BE IT FURTHER RESOLVED that the Commission directs the Executive Officer to distribute the Final Budget, as adopted, to all member agencies and the County Auditor-Controller.

The foregoing Resolution was passed and duly adopted at a regular meeting of the Mendocino Local Agency Formation Commission held on this 7th day of May 2018, by the following vote:

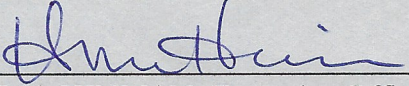
AYES: Commissioners Brown, Doble, Gonzalez, McCowen, McNerlin, Orth, and Ward

NOES:

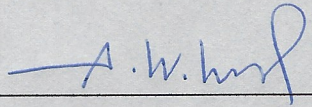
ABSTAIN:

ABSENT:

ATTEST:



UMA HINMAN, Executive Officer



GERALD WARD, Chair

Mendocino Local Agency Formation Commission

Final Operating Budget FY 2018-2019

LINE #	ACCOUNT #	DESCRIPTION	FY 2017-18 Adopted	FY 2018-19 Final
1	REVENUE			
2	4000	LAFCO Apportionment Fees	\$ 120,000	\$ 135,000
3	4100	Service Charges	\$ -	\$ -
4	4800	Miscellaneous	\$ -	\$ -
5	4910	Interest Income	\$ 120	\$ 120
6	Revenue Total		\$ 120,120	\$ 135,120
7	EXPENSES			
8	5300	Basic Services	\$ 66,815	\$ 70,560
9	5500	Rent	\$ 5,360	\$ 5,360
10	5600	Office Expenses	\$ -	\$ -
11	5601	Office Supplies	\$ 800	\$ 800
12	5603	Photocopy	\$ 1,000	\$ 1,000
13	5605	Postage	\$ 300	\$ 400
14	5607	Office Equipment	\$ 1,250	\$ 1,250
15	5700	Internet & Website Costs	\$ 1,300	\$ 1,300
16	5900	Publication and Legal Notices	\$ 2,000	\$ 2,000
17	6000	Televising Meetings	\$ 3,000	\$ 3,000
18	6100	Audit Services	\$ 3,100	\$ 3,100
19	6200	Bookkeeping	\$ 4,800	\$ 4,000
20	6300	Legal Counsel	\$ 7,200	\$ 7,200
21	6400	A-87 Costs County Services	\$ 1,100	\$ -
22	6500	Insurance-General Liability	\$ 1,000	\$ 1,000
23	6600	Memberships (CALAFCO/CSDA)	\$ 2,200	\$ 2,300
24	6670	Contract with County (GIS, IT support)	\$ 5,000	\$ 3,500
25	6740	In-County Travel & Stipends	\$ 2,000	\$ 2,000
26	6750	Travel & Lodging Expense	\$ 4,000	\$ 3,000
27	6800	Conferences (Registrations)	\$ 3,000	\$ 3,000
28	7000	Work Plan (MSRs and SOIs)	\$ 45,000	\$ 35,000
29	9000	Special District Training Support	\$ -	\$ 500
30	Operating Expense Total		\$ 160,225	\$ 150,270
31				
32	REVENUE/EXPENSE DIFFERENCE		\$ (40,105)	\$ (15,150)
33	<i>(Negative balance indicates use of fund balance)</i>			

Mendocino LAFCO MSR/SOI 5-Year Rolling Work Plan (FY 2018/19 - 2022/23)		
<p>Project Scope: The schedule and budget for each project identified in this Work Plan is an <u>estimate</u> based on receiving complete information from applicable agencies within a reasonable time frame and minimal controversy through the public review process. Each study is assumed to consist of a combined MSR and SOI Update. Budget estimates reflect the anticipated staff time to: coordinate a response to the Request for Information (RFI), draft the study for agency review and make revisions, prepare the study for the Public Workshop and Public Hearing process and make revisions, and file a Notice of Exemption for CEQA compliance. A separate budget will be prepared for studies subject to Negative Declaration or EIR analysis.</p>		
<p>Rolling Plan: The estimated annual Work Plan tasks and budget may roll over into the following fiscal year depending on overall staff workload and the level of agency responsiveness. It is advised that this Work Plan be viewed as a guideline that is subject to change. This Work Plan will be reviewed mid-year and revised to account for a more refined level of detail related to the anticipated scope of work for individual projects.</p>		
Year Adopted	Service Provider	Estimated Budget
Fiscal Year 2018/19		
2011	Fort Bragg Rural FPD	\$ 5,000
2013	Ukiah Valley FPD	\$ 5,000
2010	Covelo CSD	\$ 5,000
2008	Mendocino City CSD	\$ 8,000
2008	Mendocino Coast Rec & Park District	\$ 8,000
n/a	Mutual Water Companies (9) - profiles and maps only	\$ 2,000
n/a	Lighting Districts (11? Discovery Only)	\$ 1,000
n/a	CSAs (10? Discovery Only)	\$ 1,000
<i>Estimated Subtotal</i>		\$ 35,000
Fiscal Year 2019/20		
2012	City of Ukiah	\$ 20,000
??	Ukiah Valley Sanitation District	\$ 20,000
n/a	Lighting Districts (needs research)	TBD
n/a	CSAs (needs research)	TBD
<i>Estimated Subtotal</i>		\$ 40,000
Fiscal Year 2020/21		
2015	City of Point Arena	\$ 8,000
2015	Anderson Valley CSD	\$ 7,500
2015, 2016	Water/Wastewater Districts (14)	\$ 20,000
<i>Estimated Subtotal</i>		\$ 35,500
Fiscal Year 2021/22		
2016	Hopland PUD	\$ 7,500
2016	Mendocino Health Care District	\$ 7,500
2016	Mendocino County RCD	\$ 5,000
2016	Noyo Harbor District	\$ 7,500
2017	Cemetery Districts (8)	\$ 8,000
<i>Estimated Subtotal</i>		\$ 35,500
Fiscal Year 2022/23		
2018	City of Fort Bragg	\$ 8,000
2018	Brooktrails Township CSD	\$ 7,500
2018	Fire Districts (16)	\$ 20,000
<i>Estimated Subtotal</i>		\$ 35,500

Fire Districts

- Albion-Little River FPD
- Comptche CSD
- Covelo FPD
- Elk CSD
- Fort Bragg Rural FPD
- Hopland FPD
- Leggett Valley FPD
- Little Lake FPD
- Long Valley FPD
- Mendocino FPD
- Piercy FPD
- Potter Valley CSD
- Redwood Valley-Calpella FPD

- Redwood Coast FPD
- South Coast FPD
- Ukiah Valley FPD

Cemetery Districts

- Anderson Valley CD
- Cemetery District of the Redwoods
- Covelo Public CD
- Hopland CD
- Mendocino-little River CD
- Potter Valley CD
- Russian River CD
- Westport-Ten Mile CD

Water Districts

- Calpella CWD
- Caspar South WD
- EIK CWD
- Gualala CSD
- Irish Beach WD
- Laytonville CWD
- Millview CWD
- Pacific Reefs WD
- Redwood Valley CWD
- Round Valley CWD
- Russian River FCD
- Westport CWD
- Willow CWD
- Potter Valley ID