

AGENDA ITEM 4A
PUBLIC HEARING
PROPOSED BUDGET

Mendocino LAFCo

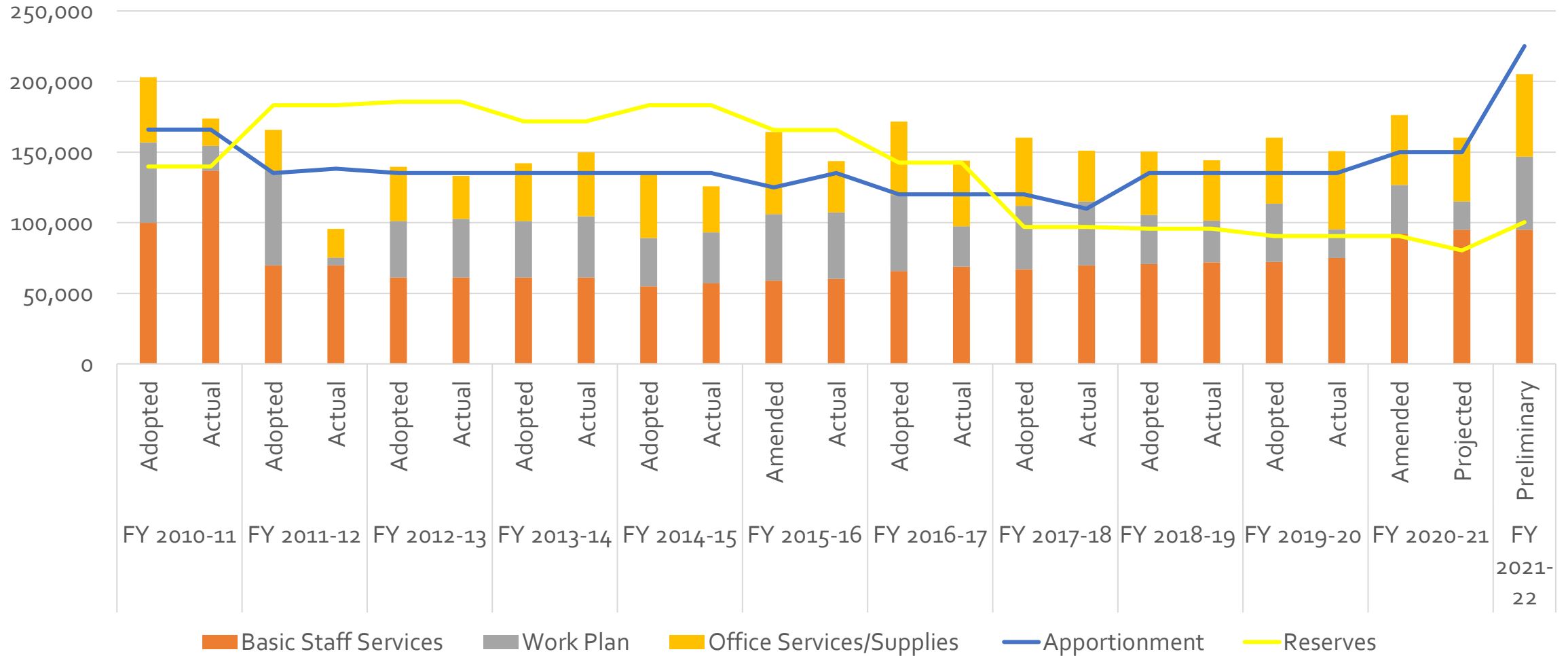
Regular Meeting

May 3, 2021

LAFCo Budget Development

- Annual Budget (CKH 56381(a))
 - Budget \geq previous fiscal year
 - Provision for less if find that there a reduction in staffing or program expenses will nevertheless allow the Commission to fulfill its purposes and programs
- Work Program
 - Narrative of expected work products in a fiscal year (pg 25)
 - Basic Services
 - Services and Supplies
 - Work Plan (Municipal Service Reviews/Spheres of Influence Updates)
 - Special Projects
 - Tentative plan for future work products to meet state mandates for preparation of MSR/SOI Updates

Budget/Actuals History



FY 2021-22 Proposed Budget

- Revenues
 - Apportionment fees
 - Formula set by State regulation
 - 1/3 split (County, Cities, Special Districts)
 - Established with adoption of annual budget
 - Funds collected by the County Auditor on behalf of LAFCo
 - Interest
 - Application fees – zero sum
- Expenditures
 - Basic Services (EO/Analyst/Clerk)
 - Operations
 - Work Plan (MSR/SOI Updates)
 - Application processing – zero sum

FY 2021-22 Proposed Budget Summary

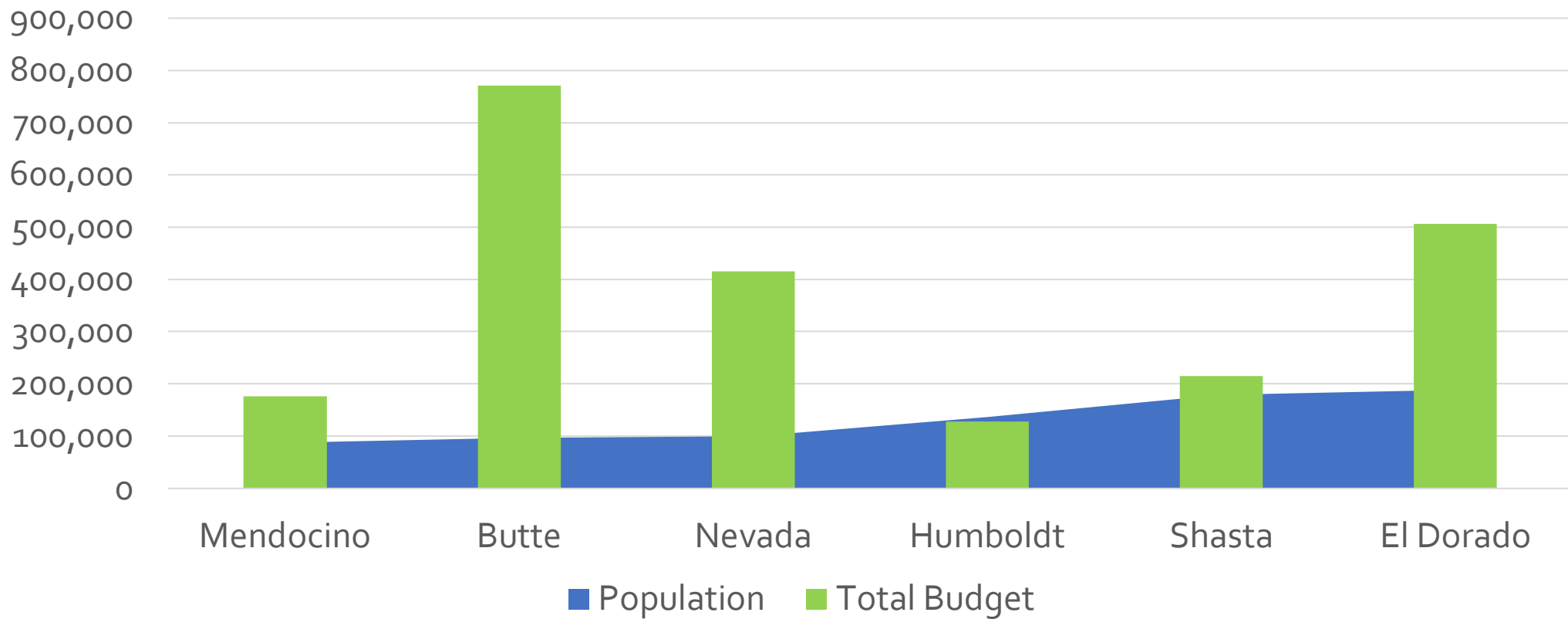
	Amended FY 2020-21	Projected (June 30, 2021)	Preliminary FY 2021-22
REVENUE SUMMARY			
Apportionments	150,000	150,000	225,000
Misc Revenue	450	70	100
Use of Reserves (to balance budget)	25,743	10,063	0
Total	176,193	160,133	225,100
EXPENDITURE SUMMARY			
Basic Services (staffing)	92,060	95,000	95,000
Work Plan	34,500	20,000	51,500
Office Operations	49,633	45,133	58,650
Total	176,193	160,133	205,150

Proposed Staff Training

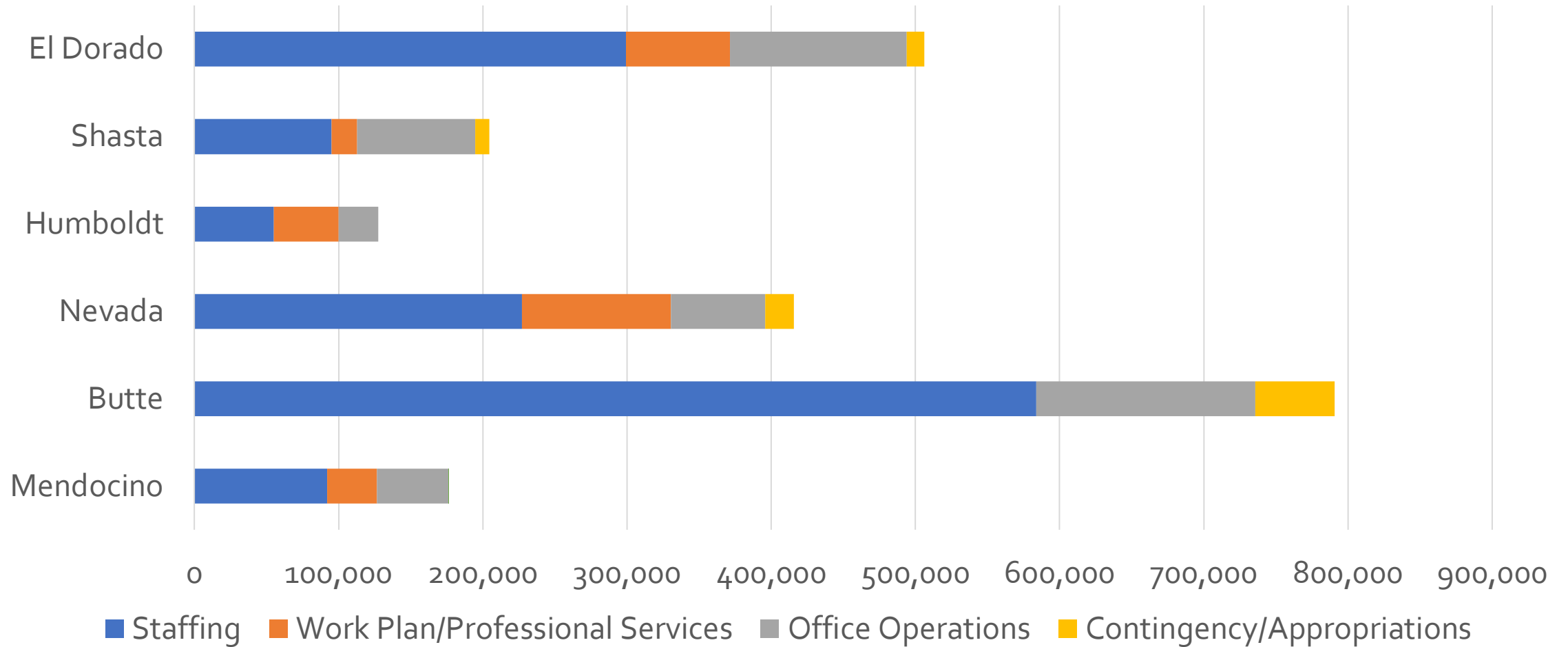
- Staff Training (CALAFCO Staff Workshop)
- Three staff
- Increase of \$3,350
 - Account 6750 (travel/lodging)
 - Account 6800 (registrations)
- Result in reduction in deposit to reserves
 - 5% under target (\$5,000)

Estimated Budget Summary	FY 2021-22	
	Proposed Budget (\$)	Revised Proposed Budget (\$)
Staffing Total	95,000	95,000
Services and Supplies Total	58,650	62,000
Work Plan Total	51,500	51,500
Total Expenditures	205,150	208,500
Estimated Deposit to Reserves	19,950	16,600

Comparison of Similar LAFCo Budgets/Population (FY 2020-21)



Comparison of Similar LAFCo's



Work Plan

- Update Municipal Service Reviews (MSR) and Spheres of Influence (SOI) every 5 years, as necessary - CKH Section 56425(g)
- Work Plan prioritizes MSR/SOI Updates
 - 1) Municipal services (Policy 10.1.3)
 - 2) Date of last SOI Update (agenda packet pg 26)
 - 3) Known development pressures
- Coordinate with other land use plan updates
 - Comprehensive planning
 - Efficiency of planning efforts
 - CEQA

Proposed Work Plan FY 2021-22

- Estimated costs
- No CEQA included in estimates
- City of Ukiah has offered to fund consultant costs for preparation of MSR/SOI and associated CEQA

Agency MSR/SOI Update	Last Adopted MSR/SOI	Estimated FY 2021-22 Budget
City of Ukiah	2012 (MSR) 1984 (SOI)	\$12,500
Ukiah Valley Sanitation District	1984	\$20,000
Ukiah Valley Fire District	2008	\$6,000
CSA 3	n/a	\$6,000
Covelo CSD	2008	\$7,000
Total		\$51,500

Next Steps

- Policies 5.1 Budget
 - March – Preliminary Budget/Work Program submitted to Executive Committee
 - April – Proposed Budget/Work Program presented to Commission
 - June 15 – Final Budget/Work Program adopted by Commission

Budget Phase	Schedule
Workshop – Preliminary Budget and Work Program	April 5, 2021
Public Hearing – Proposed Budget and Work Program	May 3
Public Hearing – Final Budget and Work Program	June 7