
MENDOCINO

Local Agency Formation Commission

Ukiah Valley Conference Center ◊ 200 South School Street ◊ Ukiah, California 95482
Telephone: 707-463-4470 Fax: 707-462-2088 E-mail: eo@mendolafco.org Web: www.mendolafco.org

VICE-CHAIR

John McCowen
County Board
Of Supervisors

MEMBERS

Carre Brown
County Board
Of Supervisors

Doug Hammerstrom
Fort Bragg City Council

Holly Madrigal
Willits City Council

Theresa McNerlin
Ukiah Valley Sanitation District

Vacant
Special District Member

Jerry Ward
Public Member

ALTERNATE MEMBERS

Kevin Doble
Ukiah City Council

Dan Hamburg
County Board
Of Supervisors

Carol Rosenberg
Public Member

Angela Silver
Calpella County Water District

Executive Officer
George Williamson

Counsel
Scott Browne

Analyst
Colette Metz

Administrator
Sarah West

Commission Clerk
Elizabeth Salomone

Regular Meetings
First Monday
of each month
at 9:00 AM
at the Mendocino
County Board
Of Supervisors Chambers
501 Low Gap Road

DRAFT

Planning Committee Minutes

Meeting of Monday, February 29, 2016 10:00am
Chardonnay Room, Ukiah Valley Conference Center,
200 South School Street, Ukiah, California

Call to Order

Chair Hamburg called the meeting to order at 10:24am.

Roll Call

Members Present:

Commissioners Kevin Doble, Dan Hamburg, and Theresa McNerlin

Staff Present:

Elizabeth Salomone and Colette Metz (via telephone)

MATTERS FOR DISCUSSION & POSSIBLE ACTION

1. Approval of the October 19, 2015 Planning Committee Meeting Minutes

[Note: Committee name was changed in the updated Policies and Procedures, December 2015.]

Upon motion by Commissioner McNerlin and second by Commissioner Hamburg, the minutes for the October 19, 2015 Planning Committee Meeting was approved by roll call vote:

Ayes: Hamburg, McNerlin

Abstain: Doble

2. LAFCo Fee Schedule

Colette Metz reviewed the current fee schedule, noting requested changes. Sample fee schedules from other LAFCos were reviewed and discussed. Notable change requests were hyperlinks in the electronic version to assist public in locating information and inclusion that monthly account updates will be provided by staff to applicants.

3. LAFCo Reserve Policy

Discussion was held regarding the basis for establishing a reserve amount, past practice, comparable LAFCo practices, development of a policy, and the implementation process of new policy. The Committee directed Colette Metz to speak with Executive Officer, George Williamson with regards to conducting a budget and reserve analysis, either in-house or through a contract. The Committee recommends a 2% reduction to apportionment fees for the Fiscal Year 2016-17 and a reserve transfer to cover operating costs not covered by apportionment fees, noting that data received from analysis will support policy development for future fiscal years.

ADJOURNMENT

There being no further business, at 11:50am the meeting was adjourned.

The next Regular Commission Meeting is scheduled for Monday, March 7 at 9:00 AM
in the County Board of Supervisors Chambers
501 Low Gap Road, Ukiah, California