

**MENDOCINO
LOCAL AGENCY FORMATION COMMISSION**

LAFCo Resolution No. 12-13-05

**A RESOLUTION OF
THE LOCAL AGENCY FORMATION COMMISSION OF MENDOCINO COUNTY
ADOPTING A FINAL BUDGET FOR THE 2013-14 FISCAL YEAR**

WHEREAS, the Local Agency Formation Commission of Mendocino County wishes to provide for a budget to fulfill its purposes and functions as required by the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000; and

WHEREAS, the Commission conducted a Preliminary Budget hearing on April 1, 2013, and a Final Budget hearing on June 3, 2013 in order to review its budget for the Fiscal Year beginning July 1, 2013; and

WHEREAS, copies of the Preliminary Budget and the Final Budget were provided to the Mendocino County Board of Supervisors, the Cities within Mendocino County, and all Independent Special Districts within Mendocino County as required by statute.

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

1. In accordance with Government Code Section 56381(a), the Commission hereby adopts a Final Budget for the 2013-14 Fiscal Year with anticipated revenues in the amount of \$152,100; proposed expenditures in the amount of \$158,445; and a total of \$6,345 transferred from reserves.
2. Details of the Final Budget are specified by line item in the budget document, attached hereto as Exhibit A.
3. Contributions from member agencies shall remain the same as for Fiscal Year 2012-13, with the County of Mendocino contributing \$45,000; the four cities contributing \$45,000; and the 50 Independent Special Districts contributing \$45,000.
4. The adopted budget will allow the Commission to operate on a day-to-day basis; will provide necessary services to all local government agencies; and will insure that the Municipal Service Review program is completed.

BE IT FURTHER RESOLVED that the Commission requests that the Mendocino County Auditor apportion and collect the contributions from the member agencies pursuant to Government Code Section 56381.

The foregoing Resolution was passed and duly adopted at a regular meeting of the Mendocino Local Agency Formation Commission held on this 3rd day of June, 2013, by the following vote:

AYES: Commissioners Carre Brown, Doug Hammerstrom, Michael Kisslinger, John McCowen, Guinness McFadden, Mari Rodin, and Richard Shoemaker

NOES: None

ABSTAIN: None


ABSENT: None


RICHARD SHOEMAKER, Chair

ATTEST:


BRUCE C. BARACCO, Executive Officer

APPROVED AS TO FORM:


THOMAS R. PARKER, LAFCo Counsel

Final FY 2013-14 Budget

Exhibit A

Line Number	Quick Books Account Number	Description	Proposed FY 2013-14 Amount	Current Revised FY 2012-13 Budget	Notes:
Revenue					
1	4000	Contributions from Member Agencies			Same as FY 2012-13
2	4010	Mendocino County	\$ 45,000	\$ 45,000	
3	4020	Cities	45,000	45,000	
4	4030	Special Districts	45,000	45,000	
5	4100	Service Charges			
6	4110	Application Filing Fees	12,000	12,000	
7	4120	City of Ukiah MSR/SOI Payments		4,860	
8	4130	Application Fees and Allocated Reserves			
9	4131	Fort Bragg Fire Detachments		7,553	
10	4133	Moores Annexation to Irish Beach WD	2,500	2,820	
11	4135	Fort Bragg Fire 10 Mile River Annexation	2,000	7,500	
12	4137	Ukiah Valley MSR - Part 2		26,640	Transfer from Reserves
13	4140	Miscellaneous	100	80	Copies of reports, photocopies
14	4900	Investments			
15	4910	Interest Income	500	500	County account
16		Total Revenue	\$ 152,100	\$ 196,953	
Expenditures					
17	5000	Commissioner Meeting Per Diem			Referred to P&P Committee
18	6000	Contract Services - Office & Staff			
19	6010	Executive Officer	\$ 17,535	15,750	167 hours at \$105 per hour
20	6020	Commission Clerk	13,790	14,000	394 hours at \$35 per hour
21	6030	LAFCo Analyst	10,125	18,500	135 hours at \$75 per hour
22	6035	Website Maintenance	7,500	4,000	2 hours per week @ \$75 per hr
23	6040	Facilitator	3,800	4,750	40 hours at \$95 per hour
24	6050	Environmental Coordinator	8,500	4,250	100 hours at \$85 per hour
25		Subtotal	\$ 61,250	\$ 61,250	
26	6100	Rent			
27	6110	Ukiah City Council Chambers		1,200	Relocate to Board Chambers
28	6120	Office Space	\$ 5,800	5,500	6 mos at \$464; 6 mos at \$487
29	6130	Work Room	330	300	6 mos at \$25, 6 mos at \$30
30	6200	Equipment Rental			
31	6210	PowerPoint Projector		300	
32	6300	Office Expenses			
33	6310	Office Supplies	\$ 600	800	
34	6320	Printer Ink Cartridges	300	200	
35	6330	Photocopy Costs	1,800	1,000	Primarily Agenda Packets
36	6340	Telephone	400	450	
37	6350	Postage	200	180	
38	6400	Internet and Website Costs			
39	6410	High Speed Internet	\$ 720	1,140	
40	6420	Webhosting and E-mail	120	120	
41	6430	Domain Name	80	80	
42	6500	Publication & Legal Notices	2,400	1,000	15 MSRs at \$160
43	6550	Televising Commission meetings - Channel 65	1,760		11 at 4 hours each x \$40
44	6600	Audit Services	3,000	3,000	
45	6700	Contracted Bookkeeping Services		3,000	
46	6710	Larry Restel, oversight	1,250		
47	6720	Beth Salomone, Quick Books	1,750		50 weeks at \$35 per week
			A-1		

Line Number	Quick Books Account Number	Description	Proposed FY 2013-14 Amount	Current Revised FY 2012-13 Budget	Notes:
48	6800	Legal Counsel	3,000	2,000	Increase of \$1,000
49	6900	A-87 Costs County Services	5,000	4,000	Increase of \$1,000
50	7000	Insurance-General Liability	1,050	1,500	
51	7100	Memberships			
52	7110	CALFCO Membership	760	750	
53	7120	CSDA Membership	950	950	
54	7130	Miscellaneous Memberships	25		Wine Country Water Association
55	7200	In County Travel		500	
56	7300	Travel and Lodging Expenses	6,000	2,800	Adds mileage and meals
57	7400	Conference and Workshop Expenses	3,400	2,500	7 Comm; 3 Staff @ 50%
58		Subtotal	\$ 40,695	\$ 33,270	
59	7500	Municipal Service Reviews	\$ 40,000	\$ 40,000	
60		Subtotal	\$ 40,000	\$ 40,000	
61	7700	Application Processing Costs			
62	7705	Fort Bragg Fire Detachments		7,553	
63	7710	Moores Annexation to Irish Beach WD	2,500	320	
64	7715	Ukiah City MSR - Part 1		8,700	
65	7720	Ten Mile Annexation to FBRFPD	2,000	7,500	
66	7725	Ukiah Valley MSR - Part 2		26,640	
67	7750	New applications	12,000	12,000	
68		Subtotal	\$ 16,500	\$ 62,713	
Equipment Expense					
69	8000	Office Equipment		\$ 2,000	
70		Subtotal	\$ -0-	\$ 2,000	
71		Total Expenditures	\$ 158,445	\$ 199,233	
72		Expenditures in Excess of Revenues	\$ 6,345	\$ 2,280	
Reserve Funds					
73	9100	General Reserves	\$ 64,210	\$70,555	Transfer \$2,280 for FY 12-13
74	9200	Legal Services Reserves	\$ 20,000		Transfer \$6,345 for FY 13-14
75	9300	Municipal Service Review and SOI Reserves	\$ 20,000		