

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

CHAIR

Jerry Ward
Public Member

VICE CHAIR

Holly Madrigal
Willits City Council

TREASURER

Doug Hammerstrom
Fort Bragg City Council

MEMBERS

Carre Brown
County Board
of Supervisors

John McCowen
County Board
of Supervisors

Theresa McNerlin
Ukiah Valley Sanitation District

Tony Orth
Brooktrails Township CSD

ALTERNATE MEMBERS

Dan Hamburg
County Board
of Supervisors

Kevin Doble
Ukiah City Council

Carol Rosenberg
Public Member

Angela Silver
Calpella County Water District

Executive Officer

Uma Hinman

Analyst

Larkyn Feiler

Commission Clerk

Elizabeth Salomone

Counsel

Scott Browne

Regular Meetings

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

A G E N D A

Regular Meeting of Monday, November 7, 2016 9:00 AM
County Board of Supervisors Chambers 501 Low Gap Road, Ukiah, California

Live web streaming and recordings of Commission meetings are now available via the County of Mendocino's YouTube Channel. Links to recordings and approved minutes are also available on the LAFCo website.

Call to Order and Roll Call

SPECIAL DISTRICT ELECTION RESULTS

Special District Representative, Tony Orth, as the sole nominee for the 4 year term beginning in January 2017, will continue to represent the Mendocino County Special Districts on the Commission.

PUBLIC EXPRESSION

1. The Commission welcomes participation in the LAFCo meeting. Any person may address the Commission on any subject within the jurisdiction of LAFCo which is not on the agenda. There is a three minute limit and no action will be taken at this meeting. Individuals wishing to address the Commission under Public Expression are welcome to do so throughout the meeting.

CONSENT CALENDAR

The following consent items are expected to be routine and non-controversial, and will be acted on by the Commission in a single action without discussion, unless a request is made by a Commissioner or a member of the public for discussion or separate action.

2. Approval of the September 12, 2016 Regular Meeting Summary Minutes
3. Approval of the September 2016 Claims
4. Approval of the October 2016 Claims
5. Acceptance of the Monthly Financial Report (Including Quarterly Report)
6. 2017 Office Space Lease Agreement

PRESENTATION AND DISCUSSION

7. Population Statistics and Methodology

Larkyn Feiler, Analyst, will present a summary of population statistics for Mendocino County and a methodology for determining population estimates and projections for upcoming SOI studies and MSRs. Staff is requesting feedback from the Commission.

MATTERS FOR DISCUSSION & POSSIBLE ACTION

The following discussion and business items are for review and possible action by the Commission. Questions and comments from the Commission, participating agencies, and members of the public are welcome.

8. Draft Financial Policy

Presentation of a draft financial policy and resolution. The Commission may consider the draft policy and resolution for action, provide direction to staff, or direct the Policies and Procedures Committee to review and provide recommendations to the Commission.

9. Hastings Frontage Road Ad Hoc Committee Meeting Report and Counsel Opinion

Report on November 2, 2016 Ad Hoc Commission Hastings Road Annexation Subcommittee meeting including discussion and request for direction regarding release of the Counsel Opinion letter on the Hastings Road mapping error.

INFORMATION/REPORT ITEMS

The following informational items are to report on current commission activities, communications, studies, legislation, and special projects. General direction to staff for future action may be provided by the Commission.

10. Status of Applications, Future Projects, MSR and SOI Updates (Written)
11. Correspondence (listed below, copies available upon request from Clerk)
 - Special District Risk Management Authority, President's Special Acknowledgement Award
Mendocino LAFCo received the award recognizing members with no "paid" claims during the prior five consecutive program years in the Property/Liability Program.
12. Executive Officer's Report (Verbal)
 - CALAFCO Conference
13. Committee Reports (Verbal)
 - Executive Committee: November 7, 2016 after Regular Meeting
14. Commissioner Reports, Comments or Questions (Verbal)
 - Upper Russian River Water Agency (JPA) Update
15. Legislation Report

ADJOURNMENT

The next Regular Commission Meeting is scheduled for
Monday, December 5, 2016 at 9:00 AM
in the County Board of Supervisors Chambers
501 Low Gap Road, Ukiah, California

Notes: Participation on LAFCo Matters

All persons are invited to testify and submit written comments to the Commission on public hearing items. Any challenge to a LAFCo action in Court may be limited to issues raised at a public hearing or submitted as written comments prior to the close of the public hearing.

Americans with Disabilities Act (ADA) Compliance: If you are a disabled person and need a disability-related modification or accommodation to participate in a meeting, please contact the LAFCo office at 707-463-4470, by e-mail to eo@mendolafco.org, or by FAX to 707-462-2088. Requests must be made as early as possible, and at least two full business days prior to the meeting.

Fair Political Practice Commission (FPPC) Notice: State Law requires that a participant in LAFCo proceedings who has a financial interest in a Commission decision, and who has made a campaign contribution of more than \$250 to any Commissioner in the past 12-months, must disclose the contribution. If you are affected, please notify the Commission prior to the agenda item.

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

Agenda Item No. 2

CHAIR

Jerry Ward
Public Member

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

Tony Orth
Brooktrails Township CSD

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
Uma Hinman

Analyst
Larkyn Feiler

Commission Clerk
Elizabeth Salomone

Counsel
Scott Browne

Regular Meetings

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

MINUTES LOCAL AGENCY FORMATION COMMISSION OF MENDOCINO COUNTY

Regular Meeting of Monday, September 12, 2016

County Board of Supervisors Chambers, 501 Low Gap Road, Ukiah, California

Call to Order

Chair Ward called the meeting to order at 9:04am.

Roll Call

Members Present:

Commissioners Carre Brown, Holly Madrigal, John McCowen, Theresa McNerlin, Tony Orth, and Jerry Ward

Members Absent:

Commissioner Doug Hammerstrom

Alternate Members Present:

Commissioners Kevin Doble, Dan Hamburg, and Carol Rosenberg

Alternate Members Absent:

Commissioner Angela Silver

Staff Present:

Uma Hinman, Executive Officer
Elizabeth Salomone, Clerk

PUBLIC EXPRESSION

1. No one from the public indicated an interest to speak.

CONSENT CALENDAR

2. Approval of the August 1, 2016 Regular Meeting Summary Minutes
3. Approval of the August Claims
4. Acceptance of the Monthly Financial Report

Commissioner Brown noted her agenda packet printed from the email sent by staff had computer formatting issues. Staff will investigate. Commissioner McCowen noted language change to the Adjournment section: "There being no further business, at 10:53am the meeting was adjourned. ~~to the~~ The next regular meeting is..."

Upon motion by Commissioner Madrigal and second by Commissioner Brown the Consent Calendar Items 1-2 plus an invoice for \$71.22 from Fort Bragg Advocate for a Public Hearing Notice were approved by roll call vote:

Ayes: (7) Brown, Doble, Madrigal, McCowen, McNerlin, Orth, and Ward

Absent: (1) Hammerstrom

Approval of August 2016 claims totaling \$9,944.50

Uma Hinman Consulting, incl Cem Dist Contract:	\$8,327.79
Ukiah Valley Conf Ctr:	\$697.20
P. Scott Browne:	\$500.00
Commission Reimbursements:	\$232.40
Newspaper Noticing, Ukiah Daily Journal:	\$115.89
**Newspaper Noticing, Fort Bragg Advocate:	\$71.22

** Added to Claims during meeting

MATTERS FOR DISCUSSION/POSSIBLE ACTION

5. CALAFCO Conference

EO Hinman summarized the staff report. Comments and questions were offered by Commissioners McCowen, Ward, and Brown.

Upon direction of the Commission, Commissioner Carol Rosenberg will represent Mendocino LAFCo as the voting delegate; Commissioner Angela Silver will be the alternate.

Commissioner McNerlin noted her support of paying the full conference fee in light of the EO covering travel and accommodation costs. She commended EO Hinman for offering to cover the non-reimbursed fees out of pocket.

Chair Ward directed the Policies & Procedures Committee to develop a policy for the standard of reimbursing half of the Executive Officer's conference registration fee.

Upon motion by Commissioner Orth and second by Commissioner McCowen, half of the Executive Officer's registration fee for the CALAFCO conference to be paid by the Commission was approved by roll call vote:

Ayes: (6) Brown, Doble, Madrigal, McCowen, Orth, and Ward
Noes: (1) McNerlin (supported full payment of EO registration fee)
Absent: (1) Hammerstrom

INFORMATION/ REPORT ITEMS

6. Status of Applications, Future Projects, MSR and SOI Updates

EO Hinman presented. Comments and questions were offered by Commissioners Ward, McCowen, Madrigal, Brown, and Orth.

Fort Bragg RFPD Detachment: Discussion was held regarding the District's request to not pursue finalizing the mapping at this time and request for refund. The Commission supports seeing the detachment through and EO Hinman will continue speaking with Chief Orsi to facilitate. It was noted the detachment was filed in 2011 and current staff are researching the details of the project and why it was not finalized, and the files are not providing much information. Chair Ward offered his assistance to staff.

Irish Beach WD Moores Annexation: Chair Ward asked for an update on the remaining balance. EO Hinman noted no responses have been forthcoming from applicant. She will call him and send a follow up letter this week.

7. Correspondence

Chair Ward noted the summary provided by the Little Hoover Commission was thorough.

8. Executive Officer's Report: Uma Hinman provided a verbal update.

- Special District Elections: nominations are due October 10th.
- LAFCo Counsel contract does not have an end date.
- Website transition has been completed.
- Planwest held off invoice until website transition was completed to satisfaction.
- George Williamson, Planwest, assured EO Hinman that all of Planwest's files are now on dropbox.
- Document reader/editor programs are available free online to download on Commissioners individual computers. Staff research indicated purchasing software was not viable.

9. Committee Reports

Hastings Frontage Road Ad Hoc Committee: EO Hinman and Commissioner Brown provided an update from the August 1, 2016 meeting and further investigation. LAFCo Counsel is reviewing the issue. Commissioner McCowen suggested that wording of approvals be crafted carefully to insure all conditions of Commission approval are met for finalization.

10. Commissioners Reports, Comments or Questions

Commissioner Orth: Reported on his recent tour of the Willits bypass, noting the influence of the bypass for future boundary issues of Willits.

Commissioner Ward: Requested an update on the County GIS contract. EO Hinman reported the County is preparing the contract and she will follow up with Leif Farr during their meeting later today.

Commissioner McNerlin: Asked for an update on the transition between Executive Officers. EO Hinman noted a lack of documentation on projects, especially email correspondence, has made it challenging to get up to speed. [Note: Planwest has since provided a backup of the EO email inbox from their tenure.]

11. Legislation Report

Four bills were discussed by the Commission: Assembly Bills 2613, 2910*, 1266*, SB 817* (*Letter requests). Upon Commission consensus, Chair Ward will sign letters, as requested by CALAFCO. Commissioner McCowen noted that in the future, these letters should be agendized for discussion and consideration.

ADJOURNMENT

There being no further business, at 9:48am the meeting was adjourned. The next regular meeting is Monday, October 3, 2016 at 9:00 AM in the County Board of Supervisors Chambers at 501 Low Gap Road, Ukiah, California.

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September 12, 2016 meeting:

<https://www.youtube.com/watch?v=ITIFGSSSTmOA&index=11&list=PLraKTU7AyZLS-y2htsLamY6DO6IFMHuwP>

MENDOCINO Local Agency Formation Commission

Staff Report

DATE: November 7, 2016
 TO: Mendocino Local Agency Formation Commission
 FROM: Uma Hinman, Executive Officer
 SUBJECT: Claims for September 2016

 The following claims are recommended for payment authorization:

Name	Account Description	Amount
Uma Hinman Consulting	<u>Executive Director Contract: \$6,970.49</u> 5300 Basics Services: \$ 4,027.45 6200 Bookkeeping: \$ 159.60 7501 SOI Updates \$ 948.45 5601 Office Supplies \$ 18.00 Applications \$ 601.25 6800 CALAFCO Conference \$ 1,215.73 <u>Cemetery District MSR Contract:</u> 7000 Cemetery District MSR \$ 251.15	\$7,221.63
Ukiah Valley Conf. Center	5502 Office space: \$ 400.00 5503 Work room: \$ 30.00 5603 Photocopy: \$ 6.10 5605 Postage: \$ 4.65	\$ 440.75
P. Scott Browne	6300 Legal Counsel, Monthly flat fee	\$ 500.00
Commissioner Reimbursements	6740 In-County Travel & Stipends: Rosenberg \$50.00 (September 2016) McNerlin \$50.00 (September 2016) Orth \$77.00 (September 2016) Silver \$55.40 (September 2016)	\$232.40
Planwest Partners	7000 Planwest Website Transition	\$2,170.00
Total:		10,564.78

Please note that copies of all invoices, bank statements, and petty cash register were forwarded to Commission Treasurer.



Uma Hinman Consulting Invoice

Date	October 3, 2016	Invoice No.	286
To	Mendocino LAFCo		
Project	Executive Officer Services		
Work Period	September 1-30, 2016		

Cost Summary		Total
Acct 5300	Basic Services	\$ 4,027.45
Acct 6200	Bookkeeping (Other Services)	\$ 159.60
Acct 7501	Sphere of Influence Updates	\$ 948.45
Acct 5601	Office Supplies	\$ 18.00
	Applications (AVCSD)	\$ 601.25
Acct 6800	Expense Reimbursement (CALAFCO Conference)	\$ 1,215.73
Total Amount Due:		\$ 6,970.49

Basic Services (Acct 5300)	Rate	Hours	Total
Executive Officer, Uma Hinman	\$ 90.00	25.50	\$ 2,295.00
Analyst, Larkyn Feiler	\$ 65.00	11.00	\$ 715.00
Clerk, Elizabeth Salomone	\$ 39.90	25.50	\$ 1,017.45
Subtotal			\$ 4,027.45

Office Supplies (Acct 5601)			
	Quickbooks Online (monthly fee)		\$ 18.00
	Subtotal		\$ 18.00

Bookkeeping (Acct 6200)			
	Executive Officer, Uma Hinman	\$ 90.00	\$ -
	Clerk, Elizabeth Salomone	\$ 39.90	\$ 4.00
	Subtotal		\$ 159.60

Sphere of Influence Updates (Acct 7501)			
	Executive Officer, Uma Hinman	\$ 90.00	\$ -
	Analyst, Larkyn Feiler	\$ 65.00	\$ 12.75
	Clerk, Elizabeth Salomone	\$ 39.90	\$ 3.00
	Subtotal		\$ 948.45

Applications			
	AVCSD Executive Officer, Uma Hinman	\$ 90.00	\$ -
	AVCSD Analyst, Larkyn Feiler	\$ 65.00	\$ 9.25
	AVCSD Clerk, Elizabeth Salomone	\$ 39.90	\$ -
	Subtotal		\$ 601.25

Expense Reimbursements

		Rate	Quantity	Total
6800	CALAFCO Conference Registration (Commissioners Silver and Rosenberg)	\$ 486.29	2.0	\$ 972.58
6800	CALAFCO Conference Registration (EO Hinman - 50%)	\$ 486.29	0.5	\$ 243.15
	Subtotal			\$ 1,215.73

Basic Services

Prepared, posted and distributed meeting cancellation for 10/3/16 Commission meeting. Transcribed and reviewed draft August meeting minutes for review at next meeting. Staffed office in September. Started preparing November meeting agenda and staff reports. Updated website. Compiled claims for October. Finalized past MSRs and SOIs and posted to website.

Researched and responded to public records request from Mr. Losak regarding UVSD 2010 Admin Draft MSR. Corresponded with district regarding next steps for Fort Bragg Rural FPD detachment in order to complete project. Followed up on Fort Bragg Rural FPD North of Ten Mile annexation mapping and researched next steps with BOE and County GIS. Conference call with SHN Engineers regarding Millview CWD proposed annexation.

Reviewed special district nominations and prepared for next steps.

Bookkeeping (Other Services)

Compiled claims for Commissioner review and approval at the next meeting. Entered claims into Quickbooks and prepared checks for claims to be authorized by the Commission Chair.

Sphere of Influence Updates

Drafted and sent requests for information to each of the fire districts. Drafted RFI for Willits SOI Update. Worked on the cemetery district MSR/SOI studies.

Applications

Coordinated with the County Auditor-Controller and Assessor regarding the tax rate assessment report.

Eventbrite - My Tickets

Order for [CALAFCO 2016 Annual Conference in Santa Barbara - Credit Card Registration](#)

Order #550594996 for \$972.58 purchased on Sep 15, 2016

Wednesday, October 26, 2016 at 1:00 PM –
Friday, October 28, 2016 at 12:00 PM (PDT)

Santa Barbara California

Member Early Registration

The organizer has elected to not make this information editable. Contact the organizer if you made a mistake.

Contact Information

First Name *

Angela

Last Name *

Silver

Email *

angelasilver@gmail.com

Member Early Registration

The organizer has elected to not make this information editable. Contact the organizer if you made a mistake.

Contact Information

First Name *

Carol

Last Name *

Rosenberg

Email *

carolrosenberg@pacific.net

Uma Hinman

From: Eventbrite <orders@eventbrite.com>
Sent: Tuesday, August 23, 2016 10:44 AM
To: uhinman@comcast.net
Subject: Order Confirmation for CALAFCO 2016 Annual Conference in Santa Barbara - Credit Card Registration

Eventbrite

Find events My Tickets

Hi Uma, this is your order confirmation for
**CALAFCO 2016 Annual Conference in Santa
Barbara - Credit Card Registration**

Organized by [CALAFCO](#)

Message from **CALAFCO**

The event organizer has provided the following information:

Event Information

Thank you for registering for the 2016 CALAFCO Annual Conference in Santa Barbara. We look forward to seeing you there!

If you have any questions about your registration, please contact Jeni Tickler at CALAFCO via email jtickler@calafco.org or phone (916)442-6536.

Have a question? Contact the organizer at jtickler@calafco.org

Order Summary

August 23, 2016

Order #: 543047095

Name	Type	Quantity	Price
Uma Hinman	Member Early Registration	1	\$486.29

TOTAL \$486.29

Charged to: ~~XXXXXXXXXXXX~~ - XXXX-XXXXXX-~~XXXX~~

This charge will appear on your card statement as EB *CALAFCO 2016 Annua

This order is subject to Eventbrite [Terms of Service](#), [Privacy Policy](#), and [Cookie Policy](#)

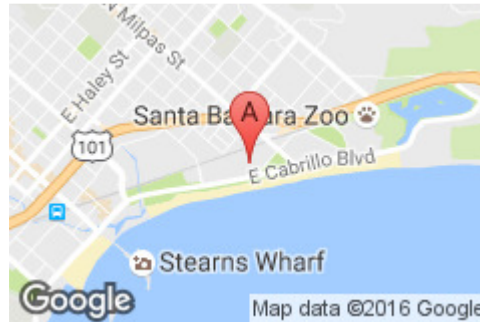
About this event



Wednesday, October 26, 2016 at 1:00 PM - Friday, October 28, 2016 at 12:00 PM (PDT)



Fess Parker DoubleTree by Hilton
633 E. Cabrillo Blvd
Santa Barbara, California 93103



Add to my calendar:

[Google](#) · [Outlook](#) · [iCal](#) · [Yahoo](#)

Eventbrite for mobile

Easily pull up event details and discover upcoming events on the go. [Download](#)



Uma Hinman Consulting
 PO Box 1251
 CA 95924
 uhinman@comcast.net
 (916) 813-0818

Invoice

Date	Invoice #
8/23/2016	287

Bill To
Mendocino LAFCo 200 School Street Ukiah, CA 95482

P.O. No.	Terms	Project
		Cemetery District MSR

Quantity	Description	Rate	Amount
3.25	7000 Cemetery District MSR	65.00	211.25
	7000 Cemetery District MSR	38.00	38.00
	Total Reimbursable Expenses		38.00
	Markup	5.00%	1.90
	Total Reimbursable Expenses		39.90
		Total	\$251.15

Law Offices of P. Scott Browne

131 South Auburn Street
Grass Valley, CA 95945

(530) 272-4250
(530) 272-1684 Fax

Marsha A. Burch
Of Counsel

Mendocino Lafco
200 South School Street, Suite F
Ukiah, CA 95482

Period Ending:

9/15/2016

Payment due by the 15th of next month

In Reference To: CLIENT CODE: MENDO-01

Professional Services

	<u>Hours</u>	
8/26/2016 MB Review questions from LAFCo EO re: mapping error	0.60	
	<hr/>	
SUBTOTAL:	[0.60]	
		<hr/>
Total Professional Hours	0.60	<u>Amount</u>
Per Representation Agreement, flat fee of \$500/month.		\$500.00
Previous balance		\$500.00
		<hr/>
TOTAL BALANCE NOW DUE		<u><u>\$1,000.00</u></u>

Please make your check for this bill payable to P. SCOTT BROWNE, ATTORNEY. Please write the CLIENT CODE shown on this statement on your check to insure proper credit. Thank you!

MENDOCINO Local Agency Formation Commission

Staff Report

DATE: November 7 2016
 TO: Mendocino Local Agency Formation Commission
 FROM: Uma Hinman, Executive Officer
 SUBJECT: Claims for October 2016

 The following claims are recommended for payment authorization:

Name	Account Description	Amount
Uma Hinman Consulting	<u>Executive Director Contract: \$3,959.76</u>	\$ 5,234.66
	5300 Basics Services: \$ 2,833.70	
	6200 Bookkeeping: \$ 159.60	
	7501 SOI Updates \$ 899.70	
	5601 Office Supplies \$ 18.00	
	Applications (AVCSD) \$ 48.75	
	<u>Cemetery District MSR Contract:</u>	
	7000 Cemetery District MSR \$ 1,274.90	
Ukiah Valley Conf. Center	5502 Office space: \$ 400.00	\$ 471.30
	5503 Work room: \$ 30.00	
	5603 Photocopy: \$ 5.20	
	5605 Postage: \$ 36.10	
P. Scott Browne	6300 Legal Counsel, Monthly flat fee	\$ 500.00
Commissioner Reimbursements	6750 Travel and Lodging: Rosenberg \$ 566.31 (Conference Oct 2016)	\$1,751.78
	Silver \$1,185.47 (Conference Oct 2016)	
Board of Equalization	8017 (formally 7200) Fort Bragg RFPD Detachment of Overlap Areas	\$7,452.37
	Final payment to Board of Equalization from previously deposited District Funds	
Total:		\$15,410.00

Please note that copies of all invoices, bank statements, and petty cash register were forwarded to Commission Treasurer.



Uma Hinman Consulting Invoice

Date	November 1, 2016	Invoice No.	293
To	Mendocino LAFCo		
Project	Executive Officer Services		
Work Period	October 1-31, 2016		

Cost Summary	Total
Acct 5300 Basic Services	\$ 2,833.70
Acct 6200 Bookkeeping (Other Services)	\$ 159.60
Acct 7501 Sphere of Influence Updates	\$ 899.70
Acct 5601 Office Supplies	\$ 18.00
Acct 8016 Applications (AVCSD)	\$ 48.75
Total Amount Due:	\$ 3,959.76

Basic Services (Acct 5300)	Rate	Hours	Total
Executive Officer, Uma Hinman	\$ 90.00	20.00	\$ 1,800.00
Analyst, Larkyn Feiler	\$ 65.00	0.25	\$ 16.25
Clerk, Elizabeth Salomone	\$ 39.90	25.50	\$ 1,017.45
Subtotal			\$ 2,833.70

Office Supplies (Acct 5601)			
Quickbooks Online (monthly fee)			\$ 18.00
Subtotal			\$ 18.00

Bookkeeping (Acct 6200)			
Executive Officer, Uma Hinman	\$ 90.00	0.00	\$ -
Clerk, Elizabeth Salomone	\$ 39.90	4.00	\$ 159.60
Subtotal			\$ 159.60

Sphere of Influence Updates (Acct 7501)			
Executive Officer, Uma Hinman	\$ 90.00	0.00	\$ -
Analyst, Larkyn Feiler	\$ 65.00	12.00	\$ 780.00
Clerk, Elizabeth Salomone	\$ 39.90	3.00	\$ 119.70
Subtotal			\$ 899.70

Applications			
Executive Officer, Uma Hinman	\$ 90.00		\$ -
8016 Analyst, Larkyn Feiler	\$ 65.00	0.75	\$ 48.75
8016 Clerk, Elizabeth Salomone	\$ 39.90	0.00	\$ -
Subtotal			\$ 48.75

Basic Services

Prepared, posted and distributed agenda and packet materials. Coordinated meeting packet preparation. Transcribed and reviewed draft August meeting minutes for review at next meeting. Staffed office in October. Started preparing November meeting agenda and staff reports, Posted notices and agendas. Prepared and distributed hearing notices for publishing. Compiled claims for November agenda.

Responded to public records request from Mr. Losak. Coordinated with Anderson Valley CSD and SHN regarding applications. Corresponded with district and BOE regarding next steps for Fort Bragg Rural FPD detachment in order to complete project. Attended CALAFCO conference.

Completed special district election.

Bookkeeping (Other Services)

Compiled claims for Commissioner review and approval at November meeting. Entered claims into Quickbooks and prepared checks for claims to be authorized at November 7 meeting. Maintenance of Quickbooks, reconciling of past entries.

Sphere of Influence Updates

Drafted and sent requests for information to RRFC. Worked on the cemetery district MSR/SOI studies. Prepared draft population methodology for Commission feedback. Coordinated with County GIS regarding mapping discrepancies for SOIs.

Applications

Coordinated with County Assessor and Controller regarding the tax share agreement for AVCSO reorganization.

Uma Hinman Consulting
 PO Box 1251
 CA 95924
 uhinman@comcast.net
 (916) 813-0818

Invoice

Date	Invoice #
11/1/2016	294

Bill To
Mendocino LAFCo 200 School Street Ukiah, CA 95482

P.O. No.	Terms	Project
		Cemetery District MSRs

Quantity	Description	Rate	Amount
19	Cemetery District MSR preparation (Analyst)	65.00	1,235.00
	Cemetery Districts MSR (Clerk)	38.00	38.00
	Total Reimbursable Expenses		38.00
	Markup	5.00%	1.90
	Total Reimbursable Expenses		39.90
		Total	\$1,274.90

Law Offices of P. Scott Browne

131 South Auburn Street
Grass Valley, CA 95945

(530) 272-4250
(530) 272-1684 Fax

Marsha A. Burch
Of Counsel

Mendocino Lafco
200 South School Street, Suite F
Ukiah, CA 95482

Period Ending:

10/15/2016

Payment due by the 15th of next month

In Reference To: CLIENT CODE: MENDO-01

Professional Services

	<u>Hours</u>
9/21/2016 MB Meeting with P. Scott Browne; Draft memo.	0.50
PSB Conference with Marsha re: status.	0.25
9/26/2016 PSB Respond to Uma issue.	0.85
9/28/2016 PSB Revise draft memo on Hastings Road Annexation; Email to client.	1.40
10/3/2016 PSB Do Power Point for presentation. (Split between all LAFCo clients)	0.50
10/7/2016 PSB Telephone call from county counsel re: Hastings Rd.; Email to client	0.65
10/10/2016 PSB Review and respond to emails re: Tribal Lands	0.20
SUBTOTAL:	[4.35]

	<u>Amount</u>
Total Professional Hours	4.35
Per Representation Agreement, flat fee of \$500/month.	\$500.00
Previous balance	\$1,000.00

Additional charges:

	<u>Amount</u>
10/15/2016 On Line Legal Research	1.73
	<hr/>
SUBTOTAL:	[1.73]
	<hr/>
Total costs	\$1.73
	<hr/>
Total billing this month	\$501.73
Per Representation Agreement, flat fee of \$500/month.	
Previous balance	\$1,000.00
<u>Payments and Credit Activity</u>	
10/15/2016 Payment - Thank You. Check No. 1182	(\$500.00)
	<hr/>
Total payments and adjustments	(\$500.00)
	<hr/>
TOTAL BALANCE NOW DUE	<u><u>\$1,001.73</u></u>

Please make your check for this bill payable to P. SCOTT BROWNE, ATTORNEY. Please write the CLIENT CODE shown on this statement on your check to insure proper credit. Thank you!

Amount

Payments and Credit Activity

10/15/2016 Payment - Thank You. Check No. 1182

(\$500.00)

Total payments and adjustments

(\$500.00)

TOTAL BALANCE NOW DUE

\$1,000.00

Please make your check for this bill payable to P. SCOTT BROWNE, ATTORNEY. Please write the CLIENT CODE shown on this statement on your check to insure proper credit. Thank you!

MENDOCINO
Local Agency Formation Commission

Staff Report

DATE: November 7, 2016
TO: Mendocino Local Agency Formation Commission
FROM: Uma Hinman, Executive Officer
SUBJECT: Monthly Financial Report

Application Revenues: none

Other Deposits: none

Budgeted Expenses: Attached is the updated budget track form with budget items, account numbers, and amounts. The monthly claims are also itemized in the Claims under Consent Calendar.

Petty Cash: **Expenses:** \$3.77 postage on 10/4/16
Balance: \$189.43

(Note: Petty cash expenses allocated in budget track at time of expenditure)

Attachments:
Budget Track Spreadsheet
Application Track Spreadsheet
Quarterly Report

Mendocino Local Agency Formation Commission
 FY 2016-17 Budget Track - Through October 2016

Task	Acct #	FY 16-17 Budget	July	August	Sept	October	Year to Date	Remaining Budget*
EXPENSES								
Basic Services - EO/Analyst/Clerk	5301	\$65,680.00	\$4,610.00	\$6,265.43	\$4,027.45	\$2,833.70	\$17,736.58	\$47,943.42
Office Space	5502	\$4,800.00	\$400.00	\$400.00	\$400.00	\$400.00	\$1,600.00	\$3,200.00
Work Room	5503	\$360.00	\$30.00	\$30.00	\$30.00	\$30.00	\$120.00	\$240.00
Office Supplies	5601	\$700.00	\$63.50	\$18.00	\$18.00	\$18.00	\$117.50	\$582.50
Photocopy	5603	\$1,000.00	\$37.00	\$55.70	\$6.10	\$5.20	\$104.00	\$896.00
Postage	5605	\$300.00	\$3.72	\$211.50	\$4.65	\$36.10	\$255.97	\$44.03
Internet & Website Costs	5700	\$1,200.00					\$0.00	\$1,200.00
Publication & Legal Notices	5900	\$2,000.00	\$244.95	\$115.89			\$360.84	\$1,639.16
Televising Meetings	6000	\$1,700.00					\$0.00	\$1,700.00
Audit Services	6100	\$3,025.00	\$1,550.00				\$1,550.00	\$1,475.00
Bookkeeping	6200	\$4,800.00	\$100.00	\$109.73	\$159.60	\$159.60	\$528.93	\$4,271.07
Legal Counsel (S Browne)	6300	\$6,000.00	\$500.00	\$500.00	\$500.00		\$1,500.00	\$4,500.00
A-87 Costs County Services	6400	\$2,010.00						\$2,010.00
Insurance - General Liability	6500	\$1,000.00					\$0.00	\$1,000.00
Memberships (CALAFCO/CSDA)	6600	\$2,100.00					\$0.00	\$2,100.00
In-County Travel & Stipends	6740	\$4,300.00	\$237.80	\$232.40	\$232.40		\$702.60	\$3,597.40
Travel & Lodging Expenses	6750	\$5,000.00				\$1,751.78	\$1,751.78	\$3,248.22
Conferences (Registrations)	6800	\$3,000.00			\$1,215.73		\$1,215.73	\$1,784.27
MSR & SOI Updates								
MSR Reviews - Admin	7001	\$15,000.00					\$0.00	\$15,000.00
SOI Updates	7501	\$42,622.00		\$364.90	\$948.45	\$899.70	\$2,213.05	\$40,408.95
Monthly/ Year to Date Totals		\$166,597.00	\$7,776.97	\$8,303.55	\$7,542.38	\$6,134.08	\$29,756.98	\$136,840.02
CONTRACTS/OTHER								
Cemetery District MSRs	7000	\$3,900.00	\$130.00	\$272.23	\$251.15	\$1,274.90	\$1,928.28	\$1,971.72
North of 10 Mile Map Correction	8000	\$2,000.00	\$2,000.00				\$2,000.00	\$0.00
Planwest Website Transition	7000	\$2,460.00			\$2,170.00		\$2,170.00	\$290.00
			\$9,906.97	\$8,575.78	\$9,963.53	\$1,274.90	\$33,685.26	

Mendocino LAFCo Application Cost Track FY 2016-17										
Application Name	Acct #	FY 14-15 Standing	2015/16 Deposits	2016/17 Deposits	Expenses this Month	Expenses to Date	Remaining Budget	Final Payment/ Reimburse	Remaining Balance	Notes
Filed Applications	8000									
Irish Beach WD Moores Annexation	8001	-\$610.56	\$0.00	\$0.00	~	\$0.00	-\$610.56		-\$610.56	final invoice sent certified mail 10/4/16
Fort Bragg FPD Detachment	8003	\$7,452.37	\$0.00	\$0.00	\$7,452.37	\$7,452.37	\$0.00	~	\$0.00	final BOE payment sent 10/17/16
City of Ukiah Detachment of UVSD lands	8010	\$1,532.75	\$0.00	\$0.00	~	\$0.00	\$1,532.75			
AVCSD (Ambulance) Activation of Latent Powers & Annexation	8016	-	-	\$6,000.00	\$48.75	\$1,947.50	\$4,052.50			
Pre-application Reviews										

Mendocino Local Agency Formation Commission
Statement of Activities
FY 2016-17

Program Revenues		<u>Jul 1 - Sept 30</u>
4000	LAFCo Apportionment Fees	
4030	Fees & Reimbursements (Application Deposits)	\$ 6,000.00
4910	Interest Income	\$ 32.29
Program Income		<u>\$ 6,032.29</u>

General Government - Planning Expense		
5301	Basic Services - EO/Analyst/Clerk	\$ 14,902.88
5502	Office Space	\$ 1,200.00
5503	Work Room	\$ 90.00
5601	Office Supplies	\$ 99.50
5603	Photocopy	\$ 98.80
5605	Postage	\$ 219.87
5607	Office Equipment	\$ -
5700	Internet & Website Costs	\$ -
5900	Publication & Legal Notices	\$ 360.84
6000	Televising Meetings	\$ -
6100	Audit Services	\$ 1,550.00
6200	Bookkeeping	\$ 369.33
6300	Legal Counsel (S Browne)	\$ 1,500.00
6400	A-87 Costs County Services	\$ -
6500	Insurance - General Liability	\$ -
6600	Memberships (CALAFCO/CSDA)	\$ -
6740	In-County Travel & Stipends	\$ 702.60
6750	Travel & Lodging Expenses	\$ -
6800	Conferences (Registrations)	\$ 1,215.73
7001	MSR	\$ -
7501	SOI Updates	\$ 1,313.35
Program Expenses		<u>\$ 23,622.90</u>

Application Expenses (100% Reimbursable)		
8000	Anderson Valley CSD Reorganization/Latent Powers	\$ 1,898.75
Total Expense		<u>\$ 1,898.75</u>

**MENDOCINO
Local Agency Formation Commission**

Staff Report

DATE: November 7, 2016
 TO: Mendocino Local Agency Formation Commission
 FROM: Uma Hinman, Executive Officer
 SUBJECT: 2017 Office Space Lease Renewal

The Commission leases office space in the Ukiah Valley Conference Center, which is subject to an annual lease renewal. On October 24, 2016 the Ukiah Valley Conference Center issued the 2017 lease renewal for office space. The letter informed that in accordance with the terms of the current lease, the rent is increasing from \$400.00 to \$420.00, effective January 1, 2017. All other terms have remained the same.

The Office Space budget (Account 5502) for Fiscal Year 2016/2017 is \$4,800. The increase in rent will increase expenditures for Account 5502 an additional \$120 for Fiscal Year 2016-17.

FY 2016/2017 Months	Monthly Rent (\$)	Totals (\$)
July - December	400	2,400
January - June	420	2,520
	Total	4,920
	2016/2017 Budget (Acct 5502)	4,800
	Difference	(120)

The contract was last renewed effective January 1, 2016. The contract states that *“rent for the leased premises (200 School Street, Suite N) shall be \$400 per month.”* Section 2.2 of the lease provides for *“subsequent increases in rent at the rate equal to the Consumer Price Index,”* however, not to exceed 5 percent. The increase in rent is consistent with the contract.

Recommendation:

Staff recommends the Commission move to approve the lease agreement for office space at the Ukiah Valley Conference Center between the City of Ukiah and Mendocino County Local Agency Formation Commission and authorize signature of contract.

Attachments

Ukiah Valley Conference Center Lease Renewal Letter, October 24, 2016
 Proposed Contract

UKIAH VALLEY CONFERENCE CENTER



October 24, 2016

Mendocino County Local Agency Formation Commission
Dear LAFCO Representative,

Thank you for another year of support with your rental of space at the Ukiah Valley Conference Center. We appreciate your business and look forward to many years of mutual benefit.

This letter is to inform you that in accordance with the terms of your lease, we are increasing your monthly rent as follows: Suite N from \$400.00 for office space, to \$425.00 effective January 1, 2017.

Enclosed please find three copy sets of your new lease for 2017. Please sign two original copies and return to the UVCC office by December 30, 2016. Please retain the third copy for your records.

In addressing tenant room usage it is necessary for us to limit these uses as follows: Tenants may use the rooms (Chardonnay, Riesling, Merlot, or Zinfandel) at no charge for board style meetings, under 20 people, four times per month. Evening meetings and/or "events" are not considered as part of your "no charge" room rental agreement. Any additional use of our rooms or meetings starting outside normal office hours (Mon.-Fri. 8am-5pm) will be charged at our non-profit rate. As a reminder, any room you use at no cost, does not include room set up and must be clean when you leave. Failure to do so will result in a rental charge. Please note, all room rentals must be approved and calendared through our office, and are subject to change dependent upon paid rental requests. If you have any questions regarding your lease or any other Conference Center issue, please feel free to drop in our office any time.

Kerry Randall
Conference Center Administrator
City of Ukiah

200 South School Street • Ukiah, CA 95482
Phone: 707-463-6701 • Fax: 707-462-2088
uvcc@cityofukiah.com

LEASE AGREEMENT
BETWEEN THE CITY OF UKIAH
And
MENDOCINO COUNTY LOCAL AGENCY FORMATION COMMISSION

The Lease, made this first day of January 2017, by and between the City of Ukiah, hereinafter referred to as "Lessor" and the Mendocino County Local Agency Formation Commission, hereinafter referred to as "Lessee."

WITNESSETH:

WHEREAS, Lessor does determine that the use of certain property owned by the Lessor is not requires for its use at this time and is available for lease;

NOW, THEREFORE, the parties hereto agree that on the terms and conditions hereinafter expressed, Lessor does hereby let to Lessee and Lessee does hereby hire from Lessor, approximately 160 square feet of the property and building located at 200 South School Street, Suite N in the City of Ukiah, County of Mendocino.

1. TERM

The term of this Lease shall be a maximum of 1 year (12 months), commencing on the date set forth above, through December 31, 2017. Both parties understand that the subject property is part of the Ukiah Valley Conference Center.

2. RENT

2.1 Rent for the leased premises Suite N shall be \$425.00 per month, payable on or before the fifth day of each month. If rent due under this paragraph is not received by Lessor on or before the tenth day of the month, lessee shall pay Lessor a late fee of 10% of monthly rent. The imposition of this fee is in addition to any other remedies Lessor may have for Lessee's failure to pay rent when due under the terms of this Lease.

2.2 At the commencement of each subsequent year the rent shall be increased at the rate equal to the Consumer Price Index, however not to exceed 5%.

2.3 Lessee shall also pay any real property, possessory interest or personal property taxes, and assessments imposed on the leased premises, property located on or affixed to the lease premises or as a result of the lease, use or ownership of the leased premises.

3. USE, UTILITIES, REPAIRS, MAINTENANCE AND SHARED WORKSPACE

- 3.1 The Premises shall be used for general office business to be conducted by Lessee. Lessee shall not use or store in the Premises any hazardous or toxic substances, with the sole exception of reasonably necessary substances that are kept in reasonable necessary quantities for normal office operation, provided that their use and storage are in accordance with applicable laws. Lessee shall not do or permit anything to be done on the Premises that will obstruct or interfere with the rights of other tenants of the Building or injure or annoy them, or use or allow the Premises to be used for any unlawful purposes, nor shall Lessee cause, maintain, or permit any nuisance or waste on or about the Premises.
- 3.1(a) At Lessee's sole cost, Lessee shall promptly comply with all laws and governmental rules now or later in force; with the requirements of any board of fire underwriters or other similar body now or in the future constituted; with any direction or occupancy certificate issued by public officers ("Legal Requirements"), insofar as they relate to the condition, use, or occupancy of the Premises. Excluded are (a) structural changes or changes to the electrical, mechanical, or plumbing systems of the Building, all to the extent not necessitated by Lessee's acts or by improvements made for Lessee, other than the tenant improvements to be made pursuant to this Lease by Lessor, if any; (b) alterations or improvements to the Building as a whole or the Premises of tenants generally that are not by law the tenant's responsibility with which to comply; and (c) work necessitated by defects in the construction of the Building. Lessor shall comply in a timely manner with all Legal Requirements that are not Lessee's responsibility under this Section to the extent noncompliance would adversely affect Lessee's use or occupancy of the Premises
- 3.1(b) Lessee shall comply with all rules adopted by Lessor regarding the use of the Building or the Premises which are furnished to Lessee in writing (copy of the current rules are attached hereto as Exhibit "A"). Lessor shall not be responsible to Lessee for the nonperformance of any of these rules by any other tenant or occupant of the Building, but Lessor shall take reasonable steps to enforce any rules, the nonperformance of which by other tenants materially and adversely affects Lessee in the use of the Premises. However, if any rule conflicts with any term, covenant, or condition of this Lease, this Lease shall prevail. In addition, no rules, or any subsequent amendments adopted by Lessor shall alter, reduce, or adversely affect any of Lessee's rights or enlarge Lessee's obligations under this Lease.

- 3.1(c) Lessor may enter the Premises at reasonable hours and, except in the event of an emergency, on reasonable prior notice, to: (a) inspect the Premises; (b) exhibit the Premises to prospective purchasers, lenders, or tenants; (c) determine whether Lessee is complying with all obligations under this Lease; (d) supply janitorial service and any other services to be provided by Lessor under this Lease; (e) post notices of no responsibility; and (f) make repairs or perform maintenance required of Lessor by this Lease, make repairs to any space or utility services, or make repairs alterations, or improvements to any other portion of the Building. However, all this work shall be done as promptly as reasonably possible and cause as little interference to Lessee as reasonably possible. Subject to Lessor's undertakings in the previous sentence, Lessee waives any damage claims for inconvenience to or interference with Lessee's business or loss of occupancy or quiet enjoyment of the Premises caused by Lessor's entry. At all times Lessor shall have a key with which to unlock the doors on the Premises, excluding Lessee's vaults, safes, and similar areas designated as secure areas. In an emergency, Lessor shall have the right to use any means that Lessor deems proper to open Lessee's doors and enter the Premises. Entry to the Premises by Lessor in an emergency shall not be construed as a forcible or unlawful entry, or an actual or constructive eviction of Lessee.
- 3.2 Both parties agree that rent for the premises includes all costs for utilities and custodial maintenance.
- 3.3 Lessor shall maintain the public and Common Areas of the Building, including lobbies, stairs, corridors, restrooms, all exterior landscaping windows, the mechanical, plumbing, and electrical equipment serving the building, and the structure itself, in reasonably good order and condition so as to meet the reasonable needs of Lessee, except for damage, excluding normal wear and tear, caused by the Lessee. Damage by Lessee shall be repaired by Lessor at Lessee's expense. The standard of maintenance shall equal that of commercial office buildings of a similar class in the City of Ukiah.
- 3.3(a) Lessor shall furnish electricity for lighting and the operation of office, and heat and air conditioning to the extent reasonably required for comfortable occupancy by lessee.
- 3.3(b) Lessor shall not be in default under this lease, nor be liable for any damages resulting from, nor shall the required rental be abated because of: (I) the installation, use or interruption of use of any equipment in connection with furnishing the previously listed services, (II) failure to furnish or delay in furnishing these services, when failure or delay is caused by accident or conditions beyond the reasonable control of Lessor

or by necessary repairs or improvements to the Premises or to the building, or (III) the limitation, curtailment, rationing, or restrictions on use of water, electricity, gas or any other form of energy serving the Premises or the Building. Lessor shall use reasonable efforts to diligently remedy interruptions in the furnishing of these services.

- 3.3(c) Upon receipt of a bill, Lessee shall reimburse Lessor for the cost of: (I) all heat or air conditioning provided to the Premises during hours requested by Lessee when those services are not otherwise furnished by Lessor, and (II) all power and cooling energy provided for supplementary air conditioning facilities in the Premises. Lessee shall also pay the cost of any transformers, additional risers, panel boards, and other facilities, if reasonably required to furnish power for supplementary air conditioning facilities in the Premises. The cost of item (I) shall be a per hour charge reflecting the electrical energy, labor and fixed plant costs (excluding depreciation) of operating the heating and air conditioning system.
- 3.3(d) In the event that Lessor, at Lessee's request, provides services to Lessee that are not otherwise provided for in this Lease, Lessee shall pay Lessor's reasonable charges for these services on billing of Lessor.
- 3.4 In addition to the monthly rental and other charges to be paid by Lessee under this Lease, Lessee shall pay Lessor for all of the following items (collectively, "Impositions"): possessory interest or other taxes imposed on the leased premises, its contents or the activities conducted in them, to the extent not paid to the taxing entity by Lessee.
- 3.5 Lessee accepts the Premises as being in the condition in which Lessor is obligated to deliver the Premises, subject to the tenant improvements, if any, that Lessor has agreed to make. At all times during the term of this Lease and at Lessee's sole cost, Lessee shall keep the Premises in good condition and repair; exceptions are ordinary wear and tear and damage to the Premises by fire, earthquake, or act of God or the elements. Lessee waives all rights to make repairs at the expense of Lessor or instead to vacate the Premises, and Lessee further waives the provisions of Civil Code §§1941 and 1942 with respect to Lessor' obligations under this Lease. At the end of the term of this Lease, Lessee shall surrender to Lessor the Premises and all Alterations that are to remain in the Premises in the same condition as when received; exceptions are ordinary wear and tear and damage by fire, earthquake, or act of God or the elements. Lessor has no obligation and has made no promise to alter, remodel, improve, repair, decorate, or paint the Premises, except as specifically set forth in this Lease. Lessor has made no representations respecting the condition of the Premises or the Building, except as specifically set forth in this Lease.

4. ALTERATIONS

- 4.1 Lessee shall not make any alterations to the interior or exterior of the leased premises without the prior written consent of the Lessor. Lessor may, but need not, require the Lessee to furnish drawings, plans or specifications for any proposed alterations, which the Lessor may review prior to authorizing any such alterations.
- 4.2 Lessee shall keep the Premises and the Building free from any liens arising out of any work performed, materials furnished, or obligations incurred by Lessee. Lessor may have posted on the Premises any notices that may be provided by Law or that Lessor may deem proper for the protection of Lessor, the Premises, and the Building from those liens. Lessee may contest any lien for which Lessee is responsible under this Section, provided that Lessee shall have caused the lien to be bonded against.

5. HOLD HARMLESS AND LIABILITY INSURANCE

- 5.1 Indemnification. Lessor shall not be liable for and is free from the cost of any damages for personal injury or property damage resulting from the use made by Lessee of the leased premises, any defective condition or faulty construction of the leased premises existing at the time of letting or arising thereafter and Lessee covenants and agrees to indemnify and save harmless said Lessor and its officers, agents and employees from and against any and all claims, liability, loss, cost, or other obligation, including reasonable attorneys' fees, on account of or arising out of Lessee's use of the leased premises.
- 5.2 Liability insurance. Lessee covenants and agrees during the life of this Lease at Lessee's sole expense to comply with the requirements of Exhibit "B", Insurance Requirements for Lessees (No Auto Risks) attached hereto and incorporated herein by reference.

6. ASSIGNMENT

Lessee will not assign this Lease, or any interest therein, and will not let or underlet the said premises, or any part thereof, without the prior written consent of the Lessor.

7. OWNERSHIP OF IMPROVEMENTS

If Lessee installs any permanent improvements, in accordance with paragraph four of this Lease or otherwise, such improvements shall become a part of the leased premises and title to said improvements shall be vested in the Lessor upon termination of this Lease. Lessor shall have the right to demand that Lessee restore the premises to the condition it was in prior to the date this Lease is made and if such demand is made, Lessee shall so restore the premises within ten (10) days of the date such notice is given.

8. TERMINATION

Notwithstanding any other provision of this Lease to the contrary, the parties shall have the right to terminate this Lease under the following circumstances.

- 8.1 Upon ninety (90) days prior written notice to the other party Lessor and Lessee shall have the mutual right to terminate the Lease for any reason.
- 8.2 Either party shall have an immediate right to terminate this Lease without prior notice to the other party other than that required by law for any breach of a term of the Lease by the other party, including, but not limited to, the Lessee's obligation to provide liability insurance.
- 8.3 Even though Lessee has breached this Lease and abandoned the Premises, this Lease shall continue in effect for so long as Lessor does not terminate Lessee's right to possession, and Lessor may enforce all rights and remedies under this Lease, including the right to recover the rental as it becomes due under this Lease. Acts of maintenance or preservation, efforts to relet the Premises, or the appointment of a receiver upon initiative of Lessor to protect Lessor's interest under this Lease shall not constitute a termination of Lessee's right to possession.
- 8.4 The remedies provided in this Lease are in addition to any other remedies available to Lessor at law, in equity, by statute, or otherwise.
- 8.5 Agreements and provisions to be performed by Lessee under this Lease shall be at Lessee's sole cost and without abatement of rental, except as specifically provided in this Lease. If Lessee (I) fails to pay any sum of money, other than rental, required under this Lease, or (II) fails to perform any other act required of lessee under this Lease, and this failure continues for thirty (30) days after notice of the failure by Lessor, or a longer period as may be allowed under this Lease, Lessor may, without waiving or releasing Lessee from any obligations of Lessee, make payment or perform other acts required by this Lease on Lessee's behalf.

All sums paid by Lessor and all necessary incidental costs shall be payable to Lessor on demand and shall constitute additional rental under this Lease.

- 8.5(a) If, without objection by Lessor, Lessee holds possession of the Premises after expiration of the term of this Lease, Lessee shall become a tenant from month-to-month on the terms specified in this lease, except those pertaining to term, option to extend, and option to acquire the Building, but at a monthly rental equivalent to one hundred ten percent (110%) of the then prevailing monthly rental paid by Lessee at the expiration of the term of this Lease, payable in advance on or before the first day of each month. Each party shall give the other notice of intention to terminate the tenancy at least one (1) month prior to the date of termination of a monthly tenancy.
- 8.5(b) If, over Lessor's objection, Lessee holds possession of the Premises after expiration of the term of this Lease or expiration of the holdover tenancy, Lessee shall be deemed to be a tenant-at-sufferance and, without limiting the liability of Lessee for unauthorized occupancy of the Premises, Lessee shall indemnify Lessor and any replacement tenant for the Premises for any damages or loss suffered by either Lessor or the replacement tenant resulting from Lessee's failure to vacate the Premises in a timely manner.

9. ATTORNEY'S FEES

If either party to this Lease prevails in any legal proceeding arising under or in connection with the terms of the Lease, that party shall recover its reasonable attorney's fees from the other party.

10. NOTICE

Whenever notice is required to be given under this Lease, it shall be deemed given when deposited in the U.S. Mail with first class postage properly affixed thereto or when personally delivered and addressed as follows:

City of Ukiah
300 Seminary Avenue
Ukiah, CA 95482

Mendocino County Local Agency
Formation Commission
200 S. School Street, Suite N
Ukiah, CA 95482

11. WAIVER

Waiver of any breach of this Lease, including the failure to pay rent or obtain prior approval for an assignment of the Lease, shall not be deemed a waiver of any subsequent breach of the same or a different provision of the Lease.

12. PARAGRAPH HEADINGS

Paragraph headings are included for the convenience of the parties and are not intended to define or limit the scope of this Lease.

13. PREVIOUS AGREEMENT

Any and all existing statement or agreements, whether oral or written, or renewals thereof between the parties hereto, covering the same subject matter, are hereby canceled and superseded by the terms of this Lease, and such prior agreements, statements or understandings shall have no further force or effect.

14. DUPLICATE ORIGINALS

This Lease may be executed in one or more duplicate originals bearing the original signature of both parties and when so executed any such duplicate original shall be admissible as proof of the existence and terms of this Lease.

Entered on the date referenced above (January 1, 2017).

Sage Sangiacomo, City Manager
City of Ukiah

Mendocino County Local Agency Formation Commission

MENDOCINO Local Agency Formation Commission

Staff Report

DATE: November 7, 2016
 TO: Mendocino Local Agency Formation Commission
 FROM: Larkyn Feiler, Analyst
 SUBJECT: Population Statistics and Methodology

During the July 2016 Commission meeting there was a request for consistency in the population statistics used in LAFCo reports. The purpose of this item is to present a summary of population statistics for Mendocino County and a methodology for determining population estimates and projections for upcoming sphere of influence (SOI) and municipal service reviews (MSR).

The following summary of population statistics for Mendocino County is from the 2014-2019 Mendocino County General Plan Housing Element, Table 5-2-1.

TABLE 5-2-1: POPULATION GROWTH, 1970 – 2020 MENDOCINO COUNTY								
Jurisdiction	1970 ¹	1980 ¹	1990 ¹	2000 ¹	2010 ¹	2013 ²	2020 ³	% County Population in 2013
Fort Bragg	4,455	5,019	6,078	7,026	7,273	7,311	7,503	8.2%
Point Arena	424	425	407	474	449	449	457	0.5%
Ukiah	10,095	12,035	14,599	15,497	16,075	16,065	16,470	18.0%
Willits	3,091	4,008	5,027	5,073	4,888	4,893	5,032	5.5%
Total Cities	18,065	21,487	26,111	28,070	28,685	28,718	29,279	32.2%
Unincorporated	33,036	45,251	54,234	58,195	59,156	59,573	61,304	67.8%
Total County	51,101	66,738	80,345	86,265	87,841	88,291	91,498	100%
Sources: U.S. Census, 1970, 1980, 1990, 2000 and 2010. California Department of Finance E-1 Table, 2009. County population total for 2020 from the Department of Finance Series 2013 P-3 Table. Sub-county estimates based on the 2013 population share.								

- 1 Data Source – U.S. Census, 1970, 1980, 1990, 2000, and 2010.
- 2 Data Source - California Department of Finance E-1 Table, 2009.
- 3 Data Source - County population total for 2020 from the Department of Finance Series 2013 P-3 Table. Sub-county estimates based on the 2013 population share.

Methodology for Determining Population Estimates and Projections

Projected population growth is determined based on the existing population size and the annual population growth rate for a geographic area.

Existing Population Size

For incorporated areas, the existing population size can be determined based on US Census Bureau data and the California Department of Finance population estimates data.

For special districts with a service area that generally follows the boundary of an incorporated area, the existing population size can be determined based on the City population data.

Determining the existing population size for special districts in the unincorporated areas of Mendocino County can be difficult since these service areas often do not follow census boundary lines.

There are multiple methods for estimating the existing population size for special districts as described below.

- (1) Rely on population information from the District. For Fire Districts, the existing population size also includes transient populations for special events and commercial venues such as casinos.
- (2) Multiply the number of service connections by the average household size for water and wastewater service providers.
- (3) Estimate population size based on population data from a census designated place (CDP), even if the district covers a larger geographic area than the CDP, provided that population characteristics and growth patterns are expected to be similar.
- (4) Estimate population size based on population data from a census tract that generally correlates with the district boundary and account for any differences in geographic area by approximating the percent of the total census tract population that is attributable to the district.

Annual Growth Rate

For incorporated areas, the annual growth rate can be determined based on population information from planning documents such as the city general plan housing elements, wastewater master plans, and community plans.

For unincorporated areas of Mendocino County, the annual growth rate can be determined based on population information from the Mendocino County General Plan Housing Element.

2014-2019 Mendocino County General Plan Housing Element

The California Department of Finance (DOF) projects the population in the unincorporated area of Mendocino County will increase 2.8% percent, from 59,573 to 61,304 people, between 2013 and 2020. This population projection results in an annual growth rate of 0.4% for the unincorporated area of Mendocino County.

The following information provides the annual growth rates identified in recent planning and economic documents for the entire population of Mendocino County including incorporated and unincorporated areas.

Vision Mendocino 2030 Blueprint Plan

Based on Statewide projections, Vision Mendocino 2030 assumes that the overall population of Mendocino County will grow approximately 0.5 percent per year over the next twenty years, which is an increase of 10,211 people over 20 years: 88,001 in 2010 to 98,212 in 2030.

2010 Regional Transportation Plan

According to the Department of Finance, between 1999 and 2009, population in Mendocino County increased 0.5% per year, for a total of 5%.

2010-2011 Mendocino County Economic & Demographic Profile

The county’s population grew by 5 percent over the past ten years (2000-2010). The projection to 2030 anticipates continued slow growth with the county growing by 8.8 percent over the next 20 years. This population projection results in an annual growth rate of 0.44% for the total population of Mendocino County.

For the purposes of preparing SOI studies identified in the Mendocino LAFCo workplan, staff proposes using the following growth rates, consistent with the Department of Finance (DOF) projections below:

Jurisdiction	2015 Population¹	Annual Growth Rate (%)	Projected Population (2035)²
Fort Bragg	7,633	0.08	7,754
Point Arena	444	0.31	473
Ukiah	16,156	0.25	17,022
Willits	4,860	0.33	5,201
Unincorporated	59,070	0.4	64,115

1 Data Source - State of California, Department of Finance, E-1 Population Estimates for Cities, Counties, and the State, January 1, 2015 and 2016. Sacramento, California, May 2016.

2 Data Source - State of California, Department of Finance, Report P-1 (Total Population), State and County Population Projections, July 1, 2010-2060 (5-year increments). Sacramento, California, December 2014. Sub-county estimates for 2030 based on the 2013 population share from the Mendocino County General Plan Housing Element, Table 5-2-1.

Request

Staff is requesting feedback from the Commission on the population statistics for Mendocino County and a methodology for determining population estimates and projections for upcoming SOI studies and MSRs.

MENDOCINO
Local Agency Formation Commission

Staff Report

DATE: November 7, 2016
TO: Mendocino Local Agency Formation Commission
FROM: Uma Hinman, Executive Officer
SUBJECT: Draft Financial Policy

Upon cancellation of the September 5, 2016 regular Commission meeting, staff conferred with Counsel regarding payment of claims in the absence of a meeting. There are no statutory requirements with respect to how LAFCo handles claims, rather it is up to each LAFCo to set its own in its Bylaws or Policies. Counsel recommended that under the Chair's inherent authority, payment of claims could be authorized in order to keep LAFCo functioning until the next meeting. Consequently, the September claims were paid and have been included for ratification as Agenda Item 3.

Most LAFCos have adopted Finance Policies that allow the Chair or Executive Officer to approve and pay claims between meetings. Typically, Commissions authorize the Executive Officer to pay regular billings that were anticipated in the approved budget, and the Chair to approve all others. A summary of all payments is then provided to the full Commission for review at the next Commission meeting.

As recommended by our Counsel, the Chair directed staff to draft a financial policy for consideration by the Commission. Staff researched such policies and proposes the following:

Chapter 5, Section 7. The Chair or the Vice-Chair (if the Chair is unavailable) is hereby authorized to sign the Claim forms, authorizing the Executive Officer to issue payments. All such approved payments shall be presented to the Commission at their next meeting for review and ratification.

Recommendation:

Staff recommends the Commission:

- (1) approve the draft financial policy "Chapter 5, Section 7", or
- (2) direct the Policies and Procedures Committee to review the draft policy and provide recommendation to the Commission.

Attachments

Draft Resolution

**A RESOLUTION OF
THE LOCAL AGENCY FORMATION COMMISSION OF MENDOCINO COUNTY**

LAFCo Resolution No. 16-17-02

**FINANCIAL POLICIES
AUTHORIZING THE EXECUTIVE OFFICER TO PERFORM SPECIFIC DUTIES**

WHEREAS, Local Agency Formation Commissions have been created under the provisions of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, Sections 56000 et. seq. of the Government Code, as independent agencies, with the power to adopt expenditure and finance policies, as necessary, to carry out their functions, (§56384); and

WHEREAS, the Commission adopts and manages an annual budget including revenues and expenditures; and

WHEREAS, the LAFCO Executive Officer is responsible for managing the day-to-day business of the Commission and for directing expenditures for that purpose within the guidelines established by the adopted budget; and

WHEREAS, there is a need for the Commission to adopt written expenditure and finance policies for the financial operation of LAFCo and to authorize the Executive Officer to handle the day to day financial transactions; and

WHEREAS, it is the Commission's desire to authorize the Executive Officer to perform specific financial duties; and

WHEREAS, this Commission held a public meeting on the proposed expenditure and finance policies and at that meeting, this Commission received all oral and written comments with respect to the proposed policies and the report of the Executive Officer.

NOW, THEREFORE, the Local Agency Formation Commission of the County of Mendocino DOES HEREBY RESOLVE, DETERMINE AND ORDER as follows:

1. The Chairman or the Vice-Chairman (if the Chairman is unavailable) is hereby authorized to approve the Claim forms, authorizing the Executive Officer to issue payments. All such approved payments shall be presented to the Commission at their next meeting for review and ratification.

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 November by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

GERALD WARD, Chair

UMA HINMAN, Executive Officer

MENDOCINO
Local Agency Formation Commission

Staff Report

DATE: November 7, 2016
TO: Mendocino Local Agency Formation Commission
FROM: Uma Hinman, Executive Officer
SUBJECT: Hastings Frontage Road Ad Hoc Committee Meeting Report and Counsel Opinion

The Hastings Frontage Road Ad Hoc Committee met on November 2, 2016 and will provide a written memo to the Commission for discussion and possible action to resolve this issue.

LAFCo Counsel has provided an opinion letter on the issue, which has been requested by the County Counsel's office.

Recommendation:

- 1) Staff recommends the Commission determine that the release of the Hastings Frontage Road legal opinion is in the public interest in order to facilitate discussion and resolution of the issue.
- 2) Staff recommends the Commission discuss the memo from the Hastings Frontage Road Ad Hoc Committee and take action as deemed appropriate by the Commission.

Attachments:

Hastings Road Ad Hoc Committee Memorandum, November 2, 2016

MENDOCINO

Local Agency Formation Commission

Memorandum

DATE: November 2, 2016
TO: Mendocino Local Agency Formation Commission
FROM: Hastings Frontage Road Ad Hoc Committee (Commissioners Brown and McCowen)
SUBJECT: Hastings Frontage Road Ad Hoc Committee Meeting Report and Recommendations

Background: In 1982, the Local Agency Formation Commission approved an annexation in the Hastings Road area but included a condition that a particular portion of Hastings Road be included in the annexation in order to transfer road maintenance responsibility from the County of Mendocino to the City of Ukiah. Despite the clear direction of the Commission, the map that was recorded with the Certificate of Completion did not include the portion of the road that is the subject of this discussion. As a result, the annexation became final in 1982. LAFCo legal counsel has prepared an opinion related to this issue that responds to questions posed by the Ad Hoc Committee. The recommendations included below are offered for discussion and possible action.

Recommendations:

- 1) The Ad Hoc Committee agrees with staff's recommendation to release the legal opinion by LAFCo legal counsel dated September 26, 2016 in order to facilitate discussion and resolution of this issue.
- 2) The annexation, without the required condition, became final in 1982 and can only be changed by a subsequent annexation. The Ad Hoc Committee, for reasons stated in the legal opinion, recommends that LAFCo take no further action at this time, but that jurisdictional responsibility for the portion of roadway in question be considered if and when a subsequent application for reorganization is submitted in the immediate vicinity of the roadway in question.
- 3) The Ad Hoc Committee recommends that this item be referred to the Policy and Procedures Committee to work with staff to develop draft policies and procedures to insure that all required conditions of LAFCo actions are complied with and report back to the Commission for discussion and possible adoption.

MENDOCINO Local Agency Formation Commission

Staff Report

DATE: November 7, 2016
TO: Mendocino Local Agency Formation Commission
FROM: Uma Hinman, Executive Officer
SUBJECT: Status of Applications, Future Projects, MSR & SOI Updates

ACTIVE APPLICATIONS

There are currently three (3) active applications on file with the Commission:

1. Anderson Valley CSD Proposed Reorganization (Annexation, Detachment, and Activation of Latent Powers to Provide Ambulance Services)

The AVCS D has submitted application materials to LAFCo for a Reorganization consisting of annexation, detachment, and latent powers activation for ambulance services. The proposed latent powers activation would allow the AVCS D to pursue a functional merger by contract with the Anderson Valley Ambulance Service, an independent non-profit entity that currently provides ambulance services to the Anderson Valley community. The proposed merger into a single entity for fire/rescue and EMS transport would support the provision of local ambulance services and improve financial and operational efficiencies. Staff are working with the Assessor and Auditor-Controller on the tax share analysis.

2. City of Ukiah Detachment of Ukiah Valley Sanitation District (UVSD) Served Areas

The City of Ukiah was notified in December 2014 that their detachment application was incomplete pending submittal of a Plan for Services and property tax exchange agreement.

3. Fort Bragg RFPD North of 10 Mile Annexation

SHN Engineers submitted a revised annexation map and legal description in July 2016. The map has been reviewed for accuracy and accepted by Mendocino County GIS and the County Surveyor. The remaining task is to resubmit the map and legal description to the State Board of Equalization. Staff is corresponding with the BOE and County GIS regarding this project.

4. Fort Bragg RFPD Detachment

A Certification of Completion for the detachment was filed November 11, 2011 and a map filing submitted to the State Board of Equalization. On April 11, 2012, LAFCo staff received a rejection letter from the BOE requesting a corrected legal description and processing fee. In September and October of this year staff have been working with the BOE to determine the insufficiencies of the mapping submittal and a path forward to completion. Staff coordinated with the District and the original surveyor and was able to obtain electronic files for a new submittal. BOE filing fees, which were deposited with LAFCo in 2011 and 2016, and an electronic map submittal have been made to the BOE.

(continued...)

FUTURE PROJECTS:

There are four (4) potential project proposals that may be submitted in the future:

1. Anderson Valley CSD Proposed Activation of Latent Powers to Provide Water and Sewer Services

AVCSD has indicated they are making progress on preparing a Plan for Services and associated LAFCo application materials. This process is ongoing and will be maintained separately from the Ambulance Services Latent Powers process described above.

2. Millview CWD Annexation

Staff had a conference call with SHN and Streamline Planning staff on September 22, 2016 regarding a proposed annexation by Millview CWD. At this time, the proposal includes Mr. Nicolls' parcels noted below. The meeting consisted of going over application submittal requirements. Staff has provided forms and example documents to SHN.

3. Nicolls inquiry into water and wastewater services in the Ukiah Valley

A property owner with an undeveloped parcel located in both the Millview CWD and the Ukiah Valley Sanitation District (UVSD) inquired about annexation options. Staff has met with the property owner and District Managers to discuss annexation options.

4. Calpella CWD Proposed Annexation

The Calpella CWD provides out of district water services to an area adjacent to the district boundary known as the Central Avenue Area. This "Out of District Service Area" has been receiving water services since 2000 and was part of past annexation proposals that were disapproved by LAFCo. The 2013 Ukiah Valley MSR noted that annexation of this area should be considered in the future. At the February 1, 2016 LAFCo meeting, the Commission approved a SOI amendment (reduction) for the Calpella CWD to include only those areas within the Out of District Service Area and District boundary (Resolution No. 15-16-11). The District has expressed interest in annexing the Central Avenue Area now that the MSR and SOI Update are complete. A fee waiver/reduction in LAFCo application costs was considered by the Commission on May 12, 2016. The Commission approved providing one-half of the required deposit to be matched by the District. Staff met with the District to review files and history of annexation on July 11, 2016. Staff has provided a cost estimate for the annexation application at the request of Commissioner Silver.

MSR & SOI UPDATES:

Staff is continuing to work on finalizing MSR and SOI studies that have been adopted in the past year. Finalizing these documents consists of mapping verification with County GIS, document assembly, distribution to relevant district(s), and posting on the website.

The following MSR and/or SOI Studies are included in the 2016/2017 Work Plan:

MSR	SOI	MSR/SOI	Start Date	Targeted Completion Date	Status
X	X	Cemetery Districts (8)	7/11/16	1/9/17	Administrative draft in process
	X	Fire Districts (14)	7/1/16	2/6/17	Information requests have been sent to the Districts
	X	Russian River FCWCID	8/1/16	12/5/16	Information request sent to District
	X	City of Willits	8/1/16	3/6/17	Information request being drafted
X	X	City of Fort Bragg	9/1/16	4/3/17	Pending

Senate Governance and Finance Committee

LEGISLATIVE UPDATE FROM SACRAMENTO

2016 CALAFCO ANNUAL CONFERENCE

October 28, 2016

LAFCO-Related Bills

- **SB 1266 (McGuire)** requires joint powers agencies and joint powers authorities that provide municipal services to file copies of specified documents with local agency formation commissions. *Signed – Chapter 173, Statutes of 2016.*
- **SB 1318 (Wolk)** would have required local agency formation commissions to identify disadvantaged un-incorporated communities that are within or adjacent to the sphere of influence of a city or special district, assess their needs for water and wastewater infrastructure, and adopt and implement a plan to address any water and wastewater service deficiencies. *Died in the Assembly Local Government Committee.*
- **AB 2414 (Eduardo Garcia)** establishes an annexation process to expand the Desert Healthcare District’s boundaries that is exempt from some statutes that generally govern district annexations. *Signed – Chapter 416, Statutes of 2016.*
- **AB 2470 (Gonzalez)** requires one of two water districts in San Diego County to provide water outside of the district’s boundaries to the Sycuan Tribe upon request of the tribe. *Signed – Chapter 301, Statutes of 2016.*
- **AB 2471 (Quirk)** would have required, notwithstanding the statutes that generally govern district dissolutions, that the Alameda County Local Agency Formation Commission must order the Eden Township Healthcare District’s dissolution if the District meets specified criteria. *Died on the Senate Floor.*
- **AB 2910 (Committee on Local Government)** is the annual local agency formation commission omnibus bill, which contains several non-controversial changes to state laws affecting local government organization and reorganization. *Signed – Chapter 165, Statutes of 2016.*

Land Use Planning & Development

- **SB 1000 (Leyva)** requires each city and county to incorporate an environmental justice element, or goal, policies, and objectives for environmental justice contained in other elements, into its general plan. *Signed – Chapter 587, Statutes of 2016.*

- **SB 1262 (Pavley)** requires a water supply assessment for new development to include additional information on groundwater resources if the development relies on groundwater and requires identification of water systems where the service area contains or is adjacent to the development site, if those systems may serve as a potential supplier to the project. *Signed – Chapter 594, Statutes of 2016.*
- **SB 1263 (Wiekowski)** requires the State Water Resources Control Board (SWRCB) to review permit applications for new water systems, authorizes SWRCB to deny a permit if it is found that the service area of the public water system can be served by an existing public water system, and prohibits a city or county from issuing a building permit for new residential development when the proposed water supply is bottled water, transported by a water hauler, or provided by a water-vending machine or a retail water facility. *Signed – Chapter 843, Statutes of 2016.*
- **SB 1317 (Wolk)** would have generally required a city or county overlying certain groundwater basins to establish a process for permitting new wells that (1) requires the permit applicant to demonstrate that the well will not contribute to or create an undesirable result for the basin, until January 31, 2022 or the basin is governed by an approved groundwater sustainability plan; and (2) prohibits new wells in probationary or overdrafted basins. *Died in the Assembly Water, Parks, and Wildlife Committee.*
- **AB 2180 (Ting)** shortens deadlines for lead agencies and responsible agencies, excluding the California Coastal Commission, to approve or disapprove certain residential and mixed use developments under the Permit Streamlining Act. *Signed – Chapter 566, Statutes of 2016.*

Housing

- **SB 1069 (Wiekowski)** repeals the ability of local governments to prohibit the construction of “second units,” requires the ministerial approval of some second unit development applications, and limits the conditions that local governments may impose on the development of second units, such as lowering the maximum amount of parking that local governments may require. *Signed – Chapter 720, Statutes of 2016.*
- **AB 2031 (Bonta)** allows a city or county to reject allocations of specified revenues resulting from redevelopment agencies’ dissolution to make those revenues available to develop affordable housing. *Signed – Chapter 453, Statutes of 2016.*
- **AB 2299 (Bloom)** repeals the ability of local governments to enact ordinances banning second units and limits the requirements that cities and counties may impose on second units. *Signed – Chapter 735, Statutes of 2016.*

Local Finance

- **SB 817 (Roth)** would have changed the formulas for calculating annual vehicle license fee adjustment amounts for four cities that incorporated after 2004. *Vetoed.*
- **SB 1029 (Hertzberg)** requires state and local government debt issuers to report to the California Debt and Investment Advisory Commission (CDIAC) specified information about some proposed and outstanding debt. *Signed – Chapter 307, Statutes of 2016.*
- **AB 2613 (Achadjian)** allows certain small special districts, until January 1, 2027 to replace a required annual audit with an annual financial compilation or an agreed-upon procedures engagement. *Signed – Chapter 164, Statutes of 2016.*

Issues on Deck for Next Session

- Housing affordability, housing affordability, housing affordability
- Water, continued
- 2016 ballot measure implementation
- Environmental justice/disadvantaged communities

CONTACT INFORMATION:

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