

Resolution No. 2019-20-04
of the Local Agency Formation Commission of Mendocino County

Adopting the
Final Budget and Work Plan for Fiscal Year 2020-21

WHEREAS, in accordance with the Cortese Knox Hertzberg Act of 2000, the Mendocino Local Agency Formation Commission, hereinafter referred to as the “Commission”, annually adopts a budget pursuant to Government Code Section 56381(a) to fulfill its purposes and functions that are set by State law; and

WHEREAS, at a minimum, the proposed and final budget shall be equal to the budget adopted for the previous fiscal year unless the Commission finds that reduced staffing or program costs will nevertheless allow the Commission to fulfill the purposes and program of this chapter pursuant to Government Code Section 56381(a); and

WHEREAS, the Commission adopted a proposed budget and work plan and held a duly noticed hearing as required by law on May 4, 2020 for the purposes of developing a final budget and work plan for Fiscal Year 2020-21; and

WHEREAS, the Proposed Fiscal Year 2020-21 Budget and Work Plan has been circulated to all affected agencies pursuant to Government Code Section 56381(a); and

WHEREAS, the Commission hereby advises member agencies of the potential necessity to incrementally increase agency apportionment rates in the fiscal years to follow in order for the Commission to achieve its expanding state mandated responsibilities, consistent with Government Code Section 56381; and

WHEREAS, the Commission heard and fully considered all evidence presented at a duly noticed public hearing held on the Fiscal Year 2020-21 Final Budget and Work Plan on June 1, 2020.

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

1. The Commission hereby adopts the Proposed Budget as the Final Budget for Fiscal Year 2020-21 in the amount of \$161,650 as set forth in Exhibit A, attached hereto; and
2. Establishes the Fiscal Year 2020-21 Work Plan priorities as identified in Exhibit A, attached hereto; and
3. Establishes the agency apportionment fees at \$150,000 and authorizes the use of reserves in the amount of \$11,200 for purposes of offsetting the necessary increases in apportionment fees of member agencies; and
4. Finds that the Fiscal Year 2020-21 Final Budget and Work Plan allows the Commission to fulfill its prescribed regulatory and planning duties.

BE IT FURTHER RESOLVED that aforementioned Fiscal Year 2020-21 Final Budget and Work Plan is officially adopted and ordered to be circulated to all affected agencies pursuant to Government Code Section 56381(a).

PASSED and ADOPTED by the Local Agency Formation Commission of Mendocino County this 1st day of June 2020 by the following vote:

AYES: (7) Ignacio, McCowen, Orth, Huff, Ward, Gonzalez, Brown


NOES:

ABSTAIN:

ABSENT:


CARRE BROWN, Commission Clair

ATTEST:


UMA HINMAN, Executive Officer

"Exhibit A"

Mendocino Local Agency Formation Commission Final Budget FY 2020-21

1-Jun-20

ACCOUNT #	DESCRIPTION	FY 2019-20 Adopted	FY 2020-21 Proposed
REVENUE			
	<i>Anticipated Cash Balance</i>	\$ -	\$ -
4000	LAFCO Apportionment Fees	\$ 135,000	\$ 150,000
4100	Service Charges		
4800	Miscellaneous		
4910	Interest Income	\$ 350	\$ 450
Revenue Subtotal		\$ 135,350	\$ 150,450
8000	Applications		
8601	Special Project (SALC Grant Project Reimbursement)		\$ 5,100
Revenue Total		\$ 135,350	\$ 155,550
EXPENSES			
5300	Basic Services	\$ 72,060	\$ 72,060
5500	Rent	\$ 5,460	\$ 5,568
5600	Office Expenses	\$ 2,700	\$ 3,450
5700	Internet & Website Costs	\$ 1,300	\$ 1,300
5900	Publication and Legal Notices	\$ 2,000	\$ 2,000
6000	Televising Meetings	\$ 3,000	\$ 2,000
6100	Audit Services	\$ 3,500	\$ 3,500
6200	Bookkeeping	\$ 4,500	\$ 4,500
6300	Legal Counsel	\$ 7,200	\$ 10,200
6400	A-87 Costs County Services	\$ 428	\$ 2,131
6500	Insurance-General Liability	\$ 1,100	\$ 3,000
6600	Memberships (CALAFCO/CSDA)	\$ 2,750	\$ 3,691
6670	GIS Contract with County (Counsel training, IT support)	\$ 2,500	\$ 2,500
6740	In-County Travel & Stipends	\$ 4,000	\$ 3,000
6750	Travel & Lodging Expense	\$ 3,500	\$ 100
6800	Conferences (Registrations)	\$ 3,000	\$ 150
7000	Work Plan (MSRs and SOIs)	\$ 41,250	\$ 42,500
9000	Miscellaneous (Special District Training Support, bank fees)	\$ -	\$ -
Operating Expenses Subtotal		\$ 160,248	\$ 161,650
8000	Application Filing Expenses	\$ -	\$ -
8601	Special Project (SALC Grant Project)	\$ -	\$ 5,100
Expenses Total		\$ 160,248	\$ 166,750

REVENUE/EXPENSE DIFFERENCE	\$ (24,898)	\$ (11,200)
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(Negative balance indicates use of fund balance and/or reserves)

Mendocino LAFCo 5-Year Rolling Work Plan

FY 2020-21 through 2024-25

June 1, 2020

Disclaimer: The schedule for each study identified in this Work Plan is an estimate and is subject to change based on overall staff workload, agency responsiveness and timely provision of requested information, complexity of issues, and public controversy. Each study is assumed to consist of a combined MSR and SOI Update and be exempt from CEQA. The cost estimate reflects the minimum staff time to: coordinate a response to the Request for Information (RFI), draft the study for agency review and make revisions, prepare the study for one Public Workshop and Public Hearing and make revisions, and finalize the study to post online and mail to the subject agency. This Work Plan will be reviewed mid-year, or sooner as needed, and revised to account for a more refined level of detail related to the anticipated scope of work for specific studies. The estimated Work Plan schedule and costs may roll over to the next Fiscal Year.

Prior Study	Service Provider
Fiscal Year 2020-21	
n/a	Ukiah Valley Sanitation District (continued from FY 2019-20)
n/a	CSA 3 (continued from FY 2019-20)
2012	City of Ukiah (initiated)
2013	Ukiah Valley FD (Ukiah Valley Fire Authority JPA)
2010	Covelo CSD (continued from FY 2019-20)
Fiscal Year 2021-22	
2012	City of Ukiah (continued from FY 2020-21)
2015	City of Point Arena
2015	Anderson Valley CSD
2015, 2016	Water/Wastewater Districts (14) - include Mutual Water Companies (initiated)
n/a	Lighting Districts Discovery Only (11?)
2008	Mendocino Coast Recreation and Park District
Fiscal Year 2022-23	
2015, 2016	Water/Wastewater Districts (14) - include Mutual Water Companies (continued)
2017	City of Fort Bragg
2016	Mendocino County Resource Conservation District
2016	Noyo Harbor District
Fiscal Year 2023-24	
2016	Hopland PUD
2019	Brooktrails Township CSD
2018	Fire Districts (16)
2019	City of Willits
Fiscal Year 2024-25	
2008	Mendocino City CSD
2017	Cemetery Districts (8)
n/a	Ukiah Valley Sanitation District
n/a	County Service Area 3