

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

Richard Shoemaker
Russian River Flood Control
And Water Conservation
Improvement District

VICE-CHAIR

John McCowen
County Board
Of Supervisors

MEMBERS

Dan Hamburg
County Board
Of Supervisors

Doug Hammerstrom
Fort Bragg City Council

Holly Madrigal
Willits City Council

Theresa McNerlin
Ukiah Valley Sanitation District

Jerry Ward
Public Member

ALTERNATE MEMBERS

Carre Brown
County Board
Of Supervisors

Kevin Doble
Ukiah City Council

Carol Rosenberg
Public Member

Angela Silver
Calpella County Water District

Executive Officer
George Williamson

Counsel
Scott Browne

Analyst
Colette Metz

Commission Clerk
Elizabeth Salomone

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

A G E N D A

Regular Meeting of Monday, July 13, 2015 9:00 AM
County Board of Supervisors Chambers 501 Low Gap Road, Ukiah, California

Call to Order and Roll Call

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.

1. Approval of the June 1, 2015 Regular Meeting Summary Minutes
2. Approval of the June 8, 2015 Special Meeting Summary Minutes
3. Approval June 2015 claims
4. Acceptance of the Monthly Financial Report

PUBLIC EXPRESSION

5. 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.

MATTERS SET FOR HEARING

6. **Final Fiscal Year 2015-16 Mendocino LAFCo Budget**
Presentation of the Final FY 2015-16 Budget for Commission approval and adoption.
7. **Fire District Municipal Services Reviews**
Presentation of Draft Fire District MSRs by Baracco & Associates

OTHER MATTERS FOR DISCUSSION & POSSIBLE ACTION

8. Pehling & Pehling contract
9. CALAFCO 2015 Conference and Board Elections & SDRMA Election
10. Status of Current and Future Projects
11. Status of Policies and Procedures Update
12. Status of MSRs and SOI Updates

OTHER ITEMS

13. Correspondence
14. Executive Officer's Report
15. Commissioner Reports, Comments or Questions
16. Legislation Report

ADJOURNMENT

The next Regular Commission Meeting is scheduled for
Monday, August 3, 2015 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

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CHAIR

Richard Shoemaker
Russian River Flood Control
And Water Conservation
Improvement District

Agenda Item No. 1

VICE CHAIR

John McCowen
County Board
Of Supervisors

MINUTES LOCAL AGENCY FORMATION COMMISSION OF MENDOCINO COUNTY

Regular Meeting of Monday, June 1, 2015

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

MEMBERS

Dan Hamburg
County Board
Of Supervisors

Call to Order & Roll Call

Vice Chair McCowen called the meeting to order at 9:03am.

Doug Hammerstrom
Fort Bragg City Council

Members Present:

Commissioners Dan Hamburg, Doug Hammerstrom (9:07am), Holly Madrigal (9:06am), John McCowen, Theresa McNerlin, and Jerry Ward

Holly Madrigal
Willits City Council

Theresa McNerlin
Ukiah Valley Sanitation District

Members Absent:

Commissioners Richard Shoemaker, by prearrangement

Jerry Ward
Public Member

ALTERNATE MEMBERS

Carre Brown
County Board
Of Supervisors

Alternate Members Present:

Commissioners Carre Brown, Carol Rosenberg, and Angela Silver

Kevin Doble
Ukiah City Council

Alternate Members Absent:

Kevin Doble, by prearrangement

Carol Rosenberg
Public Member

Staff Present:

George Williamson, Executive Officer
Elizabeth Salomone, Clerk

Angela Silver
Calpella County Water District

Commissioner Angela Silver was seated immediately.

Executive Officer
George Williamson

Consent Calendar

Counsel
Scott Browne

1. Approval of the May 4, 2015 Regular Meeting Summary Minutes
2. Approval May 2015 Claims
3. Acceptance of the Monthly Financial Report

Analyst
Colette Metz

Upon motion by Commissioner Hamburg and second by Commissioner McNerlin, the Consent Calendar was approved by unanimous consent:

Commission Clerk
Elizabeth Salomone

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

Ayes: Commissioners Hamburg, Hammerstrom, Madrigal, McCowen, McNerlin, Silver, and Ward

Public Expression

4. Frank McMichael, District Manager - Ukiah Valley Sanitation District, spoke in regards to possible Brown Act violations in the noticing of the June 1, 2015 Regular Commission Meeting, and Public Hearings for the FY 2015-16 Budget on May 4, 2015 and June 1, 2015.

Public Hearing

5. Final Fiscal Year 2015-16 Mendocino LAFCo Budget

Vice Chair McCowen asked the Executive Officer to address the procedural questions raised during Public Expression before opening the Public Hearing.

Comments and questions were offered by Commissioner McNerlin, Hammerstrom, Madrigal, Silver, Ward, Brown, Hamburg, and Rosenberg, George Williamson, Frank McMichael, and Lee Howard.

George Williamson responded to the procedural questions, distributing and presenting a FY 2015-16 Budget Preparation and Review Chronology he prepared. He noted a letter from the Law Offices of John E. Sharp on behalf of the Ukiah Valley Sanitation District regarding Failure of Mendocino County Local Agency Formation Commission to Provide Proper Notice for Proposed Budget was received Friday afternoon, May 29, 2015 which was attached to the Chronology.

Vice Chair McCowen noted the Commissioners had not received copy or notice of this letter until today's meeting.

George Williamson stated that LAFCo Legal Counsel has advised that when Legal Counsel is copied in correspondence to LAFCo, as this letter was, it becomes privileged communications and Mr. Williamson therefore immediately attempted to contact Scott Browne and was unable to reach him before the meeting.

Commissioner McNerlin noted concern over the lack of Public Hearing Notice to the Special Districts, Cities and County for the May 4, 2015 FY 2015-16 Budget. Vice Chair McCowen noted concern as to whether the points raised were true or not true, and the implications for each point raised if they are true. GW spoke to each point, noting supporting law where appropriate.

Frank McMichael spoke in regards to the website posting requirements and past noticing practice of LAFCo. He also noted the Ukiah Valley Sanitation District has issue with Line 24 of the Proposed Approved FY 2015-16 Budget "Special District Training Support."

Lee Howard, "speaking as Lee Howard and only Lee Howard" spoke in regards to possible Brown Act violations in the noticing.

George Williamson recommended the Commission open the Public Hearing and continue it to a date certain, in order to allow time for 21 day noticing to Special Districts, Cities, County and general public, as well as conference with the Legal Counsel.

Commissioner Hamburg asked if the 72 hour notice for this Regular Commission Meeting was met. He also asked for the Proof of Publication for the Ukiah Daily Journal that was not yet received for the FY Public Hearing Notice FY 2015-16 Budget.

Public Hearing Opened

Vice Chair McCowen opened the Public Hearing at 9:40am to hear comments, noting no action would be taken by the Commission today and the public hearing would be continued.

Lee Howard, speaking “as Lee Howard and only Lee Howard” spoke in regards to the legalities of the Public Hearing Notice Line 24 of the Proposed Approved FY 2015-16 Budget “Special District Training Support.” Comments and questions were offered by Commissioner Ward.

Frank McMichael spoke in regards to the legalities of the Public Hearing Notice Line 24 of the Proposed Approved FY 2015-16 Budget “Special District Training Support.”

Upon motion by Commissioner Silver and second by Commissioner Hammerstrom, continuation of the Public Hearing for Final Fiscal Year 2015-16 Mendocino LAFCo Budget to Monday, June 8, 2015 at a Special Meeting, with Legal Counsel advice on legalities of issues raised was approved by roll call vote:

Ayes: Commissioners Hamburg, Hammerstrom, Madrigal, McCowen, Silver, and Ward
Abstain: Commissioner McNerlin

Commissioner McNerlin asked for Special Districts to be notified by email of the Special Meeting.

Vice Chair McCowen noted there is a list of question for the Executive Officer to review with Legal Counsel.

Other Matters for Discussion & Possible Action

Vice Chair McCowen noted no action can be taken on these items as the agenda does not state what action is expected to be taken. George Williamson concurred.

6. Status of MSR and SOI Updates

George Williamson presented the Staff Report, noting Mr. Bruce Baracco requires further time for completion of MSRs for review and agrees that no further reimbursement of funds will be issued until work completed. Comments and questions were offered by Commission Brown, Madrigal, McCowen, Ward, Madrigal, Hammerstrom, and Rosenberg.

Commissioner Ward recommended that Planwest provide a proposal for the cost of completing the work of Baracco & Associates.

The Executive Officer was directed to place this as an actionable item on the July Regular Meeting Agenda and coordinate with Bruce Baracco to have drafts of the MSRs to Commissioners as soon as possible.

7. Status of Current and Future Projects

George Williamson presented his staff report.

Comments and questions were offered by Commissioner Hamburg and Hammerstrom regarding the Anderson Valley CSD Activation of Latent Powers for Water and Sewer Services.

Commissioner Ward asked for an update on the Moore Annexation, Russian River Flood Control District and Redwood Valley County Water District with regard to outstanding amounts due on their accounts.

Commissioner Ward also asked for an update on the Fort Bragg Detachment and George Williamson responded that mapping discrepancies were discovered and have held up the finalization.

Commissioner Hammerstrom asked for clarification on the financial report regarding Legal cost allocation. Commissioner Ward noted he would forward discrepancies he noted in financial report to the Executive Officer.

Commissioner McCowen noted invoices for work completed by LAFCo need to be issued in a timely manner.

Commissioner McCowen asked for copies of the detailed comment letters from the City of Ukiah and the Ukiah Valley Sanitation District be distributed electronically to the Commissioners so that they may begin familiarizing themselves with the issues.

8. Status of Policies and Procedures Update

Commissioner Hamburg, Chair of the Planning Committee, presented an update. Commissioner Ward asked if the Planning Committee is looking at application fees and Commissioner Hamburg noted that this was not assigned to the Planning Committee.

Other Items

9. Executive Officer's Report

Nothing to report.

10. Commissioners Reports, Comments or Questions

Commissioner Ward: The Jere Melo Foundation is organizing a Walk to Take Back Our Forests in memory of Jere Melo on Saturday, August 29, 2015.

Commissioner Brown: An update on PG&E license variance update.

11. Legislation Report

George Williamson distributed an update.

Adjournment

There being no further business, at 10:45am the meeting was adjourned to the next regular meeting on Monday, June 6, 2015 at 9:00 AM in the County Board of Supervisors Chambers at 501 Low Gap Road, Ukiah, California.

[Note: At a later date, the Regular Commission Meeting for July was moved to **July 13, 2015** at same time and location.]

MENDOCINO

Local Agency Formation Commission

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CHAIR

Richard Shoemaker
Russian River Flood Control
And Water Conservation
Improvement District

Agenda Item No. 2

VICE CHAIR

John McCowen
County Board
Of Supervisors

DRAFT SUMMARY MINUTES LOCAL AGENCY FORMATION COMMISSION OF MENDOCINO COUNTY

Special Meeting of Monday, June 8 2015

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

MEMBERS

Dan Hamburg
County Board
Of Supervisors

Call to Order

Chair Shoemaker called the meeting to order at 9:02am.

Doug Hammerstrom
Fort Bragg City Council

Roll Call

Members Present:

Commissioners Dan Hamburg, Doug Hammerstrom, Holly Madrigal (9:03am), John McCowen (9:03am), Theresa McNerlin (9:10am), Richard Shoemaker, and Jerry Ward

Holly Madrigal
Willits City Council

Theresa McNerlin
Ukiah Valley Sanitation District

Members Absent:

None

Jerry Ward
Public Member

Alternate Members Present:

Commissioners Carre Brown, Kevin Doble, Carol Rosenberg, and Angela Silver

ALTERNATE MEMBERS

Carre Brown
County Board
Of Supervisors

Alternate Members Absent:

None

Kevin Doble
Ukiah City Council

Staff Present:

George Williamson, Executive Officer
Scott Browne, Counsel
Elizabeth Salomone, Clerk

Carol Rosenberg
Public Member

Angela Silver
Calpella County Water District

Public Expression

1. There was no one from the public who indicated an interest in speaking.

Executive Officer
George Williamson

Closed Session

Counsel
Scott Browne

CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to Section 54956.9 subdivision (b): (Number of cases: 1)

Analyst
Colette Metz

Commission Clerk
Elizabeth Salomone

At 9:06 am, all Regular and Alternate Commissioners attended the Closed Session with Legal Counsel, Scott Browne. The Regular Meeting reconvened in open session at 9:38am with no action to report from the Closed Session.

Regular Meetings

Frist Monday
of each month
At 9:00 AM
At the Mendocino
County Board
Of Supervisors Chambers
501 Low Gap Road

MATTERS SET FOR HEARING

2. Final Fiscal Year 2015-16 Mendocino LAFCo Budget CONTINUATION

George Williamson presented the Final FY 2015-16 Budget for Commission approval and adoption.

Comments and questions in regards to Line Item 9000 Special District Training Support were offered by Commissioners Hamburg, McNerlin, Shoemaker, Hammerstrom, and Scott Browne.

Chair Shoemaker suggested Commissioners begin attending Special District meetings. He suggested a new member training to the Special Districts in January, following the November elections.

Comments and questions in regards to the noticing of the Final Fiscal Year 2015-16 Mendocino LAFCo Budget were offered by Commissioners Shoemaker, McCowen, Hamburg, and Scott Browne.

Chair Shoemaker noted the Public Hearing was opened on Monday, June 1, 2015 and was continued today.

Comments and questions in regards to the noticing of the Final Fiscal Year 2015-16 Mendocino LAFCo Budget were offered by Commissioners Hammerstrom, Madrigal, Shoemaker, Ward, McCowen and Frank McMichael.

Frank McMichael, District Manager - Ukiah Valley Sanitation District, spoke in regards to the website posting requirements and past noticing practice of LAFCo. He also noted the Ukiah Valley Sanitation District has issue with Line 24 of the Proposed Approved FY 2015-16 Budget "Special District Training Support." Comments and questions were offered by Commissioners McCowen, Shoemaker, Madrigal, Hammerstrom, and Ward.

Commissioner Madrigal noted for the record that in her opinion, Mendocino LAFCo does not have a history of wonton disregard for rules and regulations. The Commission absolutely tries to meet noticing requirements, and agrees posting on website as per law and LAFCo Policies and Procedures is essential. As an organization, LAFCo has not disregarded the law but has fulfilled the intent of the law, with recent errors in the noticing requirements. The Commission is taking action to move forward to correct these errors.

Commissioner Hammerstrom brought attention to Scott Browne's letter noting that Government Code 56107 makes it clear that procedural irregularities do not invalidate LAFCo action unless the "adversely and substantially affect the rights of any person, city, county, district, the state, or any agency or subdivision."

Chair Shoemaker closed the Public Hearing at 10:13am.

Upon motion by Commissioner Madrigal and second by Commissioner McCowen, adoption of the Draft Fiscal Year 2015-16 Mendocino LAFCo Budget as the Interim Budget including line item 24 Special District Training Support at \$12,000, apportionment fees at \$125,000, and alteration of the Resolution 15/16-01 to reflect the action of the Commission on this day was approved by roll call vote:

Ayes: Commissioners Hamburg, Hammerstrom, Madrigal, McCowen, McNerlin, and Shoemaker.
Noes: Commissioner Ward

Upon motion by Commissioner Hamburg and second by Commissioner McCowen, rescheduling of the July Regular Commission Meeting from July 6 to July 13, 2015 in order to hold a noticed Public Hearing for the adoption of the Final Fiscal Year 2015-16 Mendocino LAFCo Budget was approved by roll call vote:

Ayes: Commissioners Hamburg, Hammerstrom, Madrigal, McCowen, McNerlin, Shoemaker, and Ward

OTHER ITEMS

3. Correspondence

There was no correspondence to report.

4. Executive Officer Report

Executive Officer George Williamson noted the changes that have already been implemented to correct the noticing errors, including website updates to assist users in finding current Public Hearing Notices. He also clarified that Special Districts, Cities and the County would be brought up to date and provided notices, as requested by the Commission. Comments and questions were offered by Commissioners Brown, Hamburg

Commissioner Brown thanked Scott Brown for his attendance and attention to recent matters.

Commissioner Hamburg asked for clarification on the procedure for publishing MSR's once the Commission has given final approval. He noted one Special District has been requesting their final MSR and asked for an update. George Williamson responded that he is not aware of any schedule for publishing final MSR's and noted that due to final documents and mapping issues, the particular MSR in question would be completed this week.

Adjournment

There being no further business, at 10:23am the meeting was adjourned to the next regular meeting on Monday, July 13, 2015 at 9:00 AM in the County Board of Supervisors Chambers at 501 Low Gap Road, Ukiah, California.

**MENDOCINO
Local Agency Formation Commission
Staff Report**

DATE: July 13, 2015
 TO: Mendocino Local Agency Formation Commission
 FROM: George Williamson, Executive Officer
 SUBJECT: Claims for the Period June, 2015

The following claims are recommended for payment authorization:

Name	Account Description	Amount
Planwest Partners	5500 Basics Services – EO/Analyst, SOI Updates & Applications: \$8,859.00 5500 Basic Services – Clerk: \$1,732.50	\$ 10,591.50
Ukiah Valley Conf. Center	5502 Office space: \$375.00 5503 Work room: \$ 30.00 5603 Photocopy: \$ 30.20 5605 Postage: \$ 29.28	\$ 464.48
P. Scott Brown	6300 Legal Counsel: June fee + research: \$504.80 Ukiah SOI Update: \$629.00	\$ 1,132.80
Ukiah Daily Journal	5900 Publication and Legal Notices May: \$ 254.21 June: \$ 654.96	\$ 909.17
CALAFCO	6600 Memberships 2015-2016	\$ 785.00
SDRMA	6500 Insurance-General Liability 2015-2016 (Special District Risk Management Authority)	\$ 964.60
Pehling & Pehling, CPAs	6100 Audit Services 2013-14 Retainer	\$ 1,475.00
Respectech	5607 Computer Repair	\$ 266.00
Pacific Internet	5700 - 5703 Internet July 2015 – June 2016 internet: \$840.00 July 2015 – June 2016 hosting: \$120.00 5607 New DSL Modem Kit: \$ 52.98 Domain Name: \$ 25.00	\$ 1,037.98

Please note that copies of all invoices, bank statements, and petty cash register were forwarded to Commission Treasurer, Jerry Ward for review at time of Agenda Packet distribution.



INVOICE

DATE: June 30, 2015 INVOICE #: 15-218-06
TO: Mendocino LAFCo
PROJECT: LAFCo Planning/Staffing Services & Expense -May 22, to June 30 2015

May 22 - June 30 2015 COSTS SUMMARY

Table with 2 columns: Description and Amount. Rows include Basic Services (\$4,724.50), Application City of Ukiah SOI Reduction (\$561.00), Application City of Ukiah UVSD Detach (\$208.00), Sphere of Influence Updates (\$4,604.00), Other Services (\$494.00), and TOTAL AMOUNT DUE (\$10,591.50).

Basic Services

Table with 3 columns: Description, Hours, and Rate. Rows include Executive Officer, George Williamson (17.75 hours at \$104 per hour, \$1,846.00), Analyst, Colette Metz (8.0 hours at \$78 per hour, \$624.00), Clerk, Elizabeth Salomone (49.50 hours at \$35 per hour, \$1,732.50), GIS Analyst (3 hours at \$58 per hour, \$174.00), and Service Specialist (6 hours at \$58 per hour, \$348.00).

Application - City of Ukiah SOI Reduction

Table with 3 columns: Description, Hours, and Rate. Rows include Executive Officer, George Williamson (4 hours at \$104 per hour, \$416.00) and Service Specialist (2.50 hours at \$58 per hour, \$145.00).

Application - City of Ukiah UVSD Detachment

Table with 3 columns: Description, Hours, and Rate. Row includes Executive Officer, George Williamson (2 hours at \$104 per hour, \$208.00).

SOI Updates

Table with 3 columns: Description, Hours, and Rate. Rows include Executive Officer, George Williamson (3 hours at \$104 per hour, \$312.00), GIS Analyst (32 hours at \$58 per hour, \$1,856.00), and Service Specialist (42 hours at \$58 per hour, \$2,436.00).

Other Services

Table with 3 columns: Description, Hours, and Rate. Row includes Executive Officer, George Williamson (4.75 hours at \$104 per hour, \$494.00).

Basic Services/Administration

Prepared and posted agenda updated website, coordinated meeting preparations, and staffed June 1 and June 8 commission meetings. Transcribed and reviewed draft June meeting minutes for review at July meeting. Prepared and submitted public hearing notices for budget adoption at July 13 meeting. Prepared July meeting agenda and staff reports, including final FY 2015-16 final budget for public hearing. Updated report on pending and filed applications. Updated Mendocino LAFCo information as requested for CALAFCO 2015-16 directory. Reviewed upcoming CALAFCO Northern elections information for vacancies of interest to commission.

Prepared letter and distributed by mail and email interim FY 2015-16 budget to member organizations Provided Anderson Valley CSD with additional application content and LAFCo review procedures information for water and sewer services latent powers activation under

consideration, including mapping and parcel information. Provided additional Park and Recreation District formation process information to ad-hoc group in the Long Valley/Willits area. Responded to verbal report of services being provided outside district boundaries by the Gualala CSD. Contacted Gualala CSD manager about the report and sent letter advising of services issue. Contacted Piercy FPD Chief on out of area services request associated with state parcel map requirements for fire services. Sent application materials for out of area services request. Reviewed needed computer repairs with Clerk. Coordinated legal counsel attendance at June 8 commission meeting. Participated in June 8 closed session.

Sent interim budget resolution to legal counsel for review, incorporated revisions and forwarded to commission chair for signature. Posted budget, and hearing notices to LAFCo website. Responded to Department of Conservation Resource Conservation District (RCD) Assistance Program request to provide GIS files for updating RCD boundary maps. Conferred with County IT staff on RCD boundary data. Responded to County Auditor Controller inquiry to assist in his Grand Jury response on Mendocino County Library offering LAFCo records on Library as Special District.

Applications

City of Ukiah SOI Reduction.

Sent EIR RFP to city staff and legal counsel for review prior to distribution. Responded to multiple consultant inquiries on EIR preparation request for proposal (RFP) for City of Ukiah SOI Reduction. Posted RFP and support materials to website. Published RFP availability in Ukiah Daily Journal. Prepared responses to Public Record Act request by UVSD.

Irish Beach Water District – Proposed Detachment (De Ruiter)

Responded to inquiries on referral sent to affected agencies on pending LAFCo action.

City of Ukiah Detachment of UVSD lands within City Boundary Application

Prepared responses to Public Record Act request by UVSD.

Sphere of Influence Updates/ Municipal Service Reviews

Met with Calpella County Water District representatives to discuss out of area services and potential district consolidation on June 1. Provided follow-up information on adding out of services area to SOI and process for annexation and consolidation. Updated Millview SOI mapping based on information provided by the District. Completed admin draft SOI Updates for Willow and Calpella WD's and sent admin drafts to district representatives for review and comment. Completed admin draft SOIs for Caspar South WD, Millview WD, Irish Beach WD, Elk CSD and CWDs. Completing Laytonville, Westport, Round Valley WD, SOI updates. Completing Willits and Point Arena City SOI Updates for staff level review. This includes consideration of unincorporated lands at north and south Hwy 101 bypass for City of Willits and Stornetta Lands for City of Point Arena. Prepared Gualala CSD SOI map from LAFCo records and out of area service report and sent to district. Prepared final Anderson Valley CSD and Noyo Harbor MSRs for distribution to districts.

Other Services

Compiled claims for commissioner review and approval at July meeting. Prepared final FY 2015-16 budget for action by Commission on July 13. Prepared and distributed requests for additional funds to City of Ukiah for SOI Update, Russian River Flood Control District and Redwood Valley County Water District for pre-application costs, and William Moores for Irish Beach annexation application costs. Finalized budget tracking and QuickBooks accounting/checks for claims to be considered at July 13 2015 meeting.

To: Planwest Partners on behalf of Mendocino LAFCo

Invoice

Invoice Detail for Elizabeth Salomone

<u>Date</u>	<u>Item</u>	<u>Hours</u>		<u>Total Hours</u>
		<u>5302 Contract Services</u>	<u>Other Services</u>	
5/26/2015	Basic Service Office Duties	4.00		4.00
5/28/2015	Basic Service Office Duties	4.25		4.25
6/1/2015	Basic Service Meeting & Office Duties	3.00		3.00
6/2/2015	Basic Service Office Duties	4.00		4.00
6/3/2015	Basic Service Office Duties	1.00		1.00
6/4/2015	Basic Service Office Duties	4.75		4.75
6/8/2015	Basic Services Special Meeting	1.75		1.75
6/9/2015	Basic Service Office Duties	4.25		4.25
6/11/2015	Basic Service Office Duties	4.00		4.00
6/12/2015	Basic Service Office Duties	0.25		0.25
6/15/2015	Basic Service Office Duties	0.25		0.25
6/16/2015	Basic Service Office Duties	4.00		4.00
6/18/2015	Basic Service Office Duties	3.50		3.50
6/19/2015	Basic Service Office Duties	1.00		1.00
6/23/2015	Basic Service Office Duties	4.00		4.00
6/25/2015	Basic Service Office Duties	4.00		4.00
6/30/2015	Basic Service Office Duties	1.50		1.50
Subtotal Hours		49.50	0.00	49.50
Costs at \$35 per hour		\$ 1,732.50	\$ -	\$ 1,732.50
Total Amount Due				\$ 1,732.50

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:

6/15/2015

Payment due by the 15th of next month

In Reference To: CLIENT CODE: MENDO-01

Professional Services

	<u>Hours</u>	
6/1/2015 PSB Review letter from Opposing Counsel re: budget issues; Review response from George Williamson; Telephone call from George Williamson; Begin drafting opinion re: noticing issues.	4.00	
6/2/2015 PSB Complete letter responding on budget; Review and respond to multiple emails.	2.00	
6/3/2015 WJC Telephone Call from Client; Review and respond to emails; work with client on revisions to letter	0.25	
PSB Telephone Call from George Williamson	0.50	
	<hr/>	
SUBTOTAL:	[6.75]	
		<hr/>
Total Professional Hours	6.75	Amount \$500.00
 <u>Additional charges:</u>		
6/15/2015 On Line Legal Research		4.80
		<hr/>
Total costs		\$4.80
		<hr/>
Total billing this month		\$504.80

CLIENT CODE: MENDO-01

Per Representation Agreement, flat fee of \$500/month.

	<u>Amount</u>
Previous balance	\$500.00
 <u>Payments and Credit Activity</u>	
6/11/2015 Payment - Thank You. Check No. 1057	(\$500.00)
Total payments and adjustments	(\$500.00)
<i>TOTAL BALANCE NOW DUE</i>	<i>\$504.80</i>

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!

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:

6/15/2015

Payment due by the 15th of next month

In Reference To: CLIENT CODE: MENDO-02, File #8008 Ukiah SOI update

Professional Services

	<u>Hours</u>	<u>Amount</u>
5/18/2015 PSB Review and respond to emails re: detachment; Review email from city.	0.85	157.25
5/20/2015 PSB Email to Praitman.	0.25	46.25
6/7/2015 PSB Review letters from UVSD in preparation for meeting; Review law.	1.00	185.00
6/10/2015 PSB Review and respond to email from Shoemaker re: UVSD agenda issues.	1.30	240.50
	<hr/>	<hr/>
SUBTOTAL:	[3.40	629.00]
	<hr/>	<hr/>
Total Professional Hours	3.40	\$629.00
Previous balance		\$342.25
 <u>Payments and Credit Activity</u>		
6/11/2015 Payment - Thank You. Check No. 1057		(\$342.25)
		<hr/>
Total payments and adjustments		(\$342.25)
		<hr/>
TOTAL BALANCE NOW DUE		<u><u>\$629.00</u></u>

**MENDOCINO
Local Agency Formation Commission**

Staff Report

DATE: July 13 2015
TO: Mendocino Local Agency Formation Commission
FROM: George Williamson, Executive Officer
SUBJECT: Monthly Financial Report

Revenues:

No revenues received in the past month. Request for payment of application and pre-application fees have been prepared and submitted as noted at bottom of budget track form.

Expenses:

Attached is the updated budget track form including budget items, account numbers and amounts through June 2015.

Basic staffing services exceeded the budget amount by \$1,282.00.

SOI and MSR expenses were \$ 4,940.00 under budget.

Other Expenses are currently \$ 17,793.32 under budget although there may be additional expenses.

CALAFCO, SDRMA & Pacific Internet expense claims for FY 2015-16 not shown on FY 2014-15 budget track. These expenses will be shown on FY 2015-16 Budget in August.

Petty Cash:

Petty cash expenses are listed below. A copy of the petty cash register is provided to Commissioner Ward, Treasurer, at time of Agenda Packet distribution.

June 1, 2015 Balance \$133.80

Attachments: Budget Track Spreadsheet

Mendocino LAFCo
FY 2014-15 Budget Track

Task	Account #	FY 14-15 Budget/Deps	July	August	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June ***	Year to Date	Remaining Budget
Contract Services - Basic Services		\$55,000.00	\$3,683.25	\$4,865.50	\$3,718.50	\$3,988.50	\$5,417.50	\$4,182.75	\$5,451.00	\$6,317.25	\$5,765.25	\$4,024.75	\$4,143.25	\$4,724.50	\$56,282.00	
Basic Services - EO/Analyst/GIS	5500	\$37,500.00	\$2,397.00	\$3,343.00	\$2,301.00	\$2,676.00	\$4,035.00	\$2,879.00	\$4,156.00	\$4,943.50	\$3,726.50	\$2,546.00	\$2,681.00	\$2,992.00	\$38,676.00	-\$1,176.00
Basic Services - Clerk	5500	\$17,500.00	\$1,286.25	\$1,522.50	\$1,417.50	\$1,312.50	\$1,382.50	\$1,303.75	\$1,295.00	\$1,373.75	\$2,038.75	\$1,478.75	\$1,462.25	\$1,732.50	\$17,606.00	-\$106.00
Other Expenses		\$46,235.00	\$3,358.92	\$1,340.02	\$1,700.91	\$2,400.56	\$2,547.77	\$2,177.61	\$2,627.00	\$2,263.00	\$1,955.89	\$2,450.57	\$1,953.01	\$3,937.22	\$28,712.48	
Rent	5501-5503	\$6,100.00	\$499.00	\$499.00	\$499.00	\$499.00	\$499.00	\$430.00	\$405.00	\$405.00	\$405.00	\$405.00	\$405.00	\$405.00	\$5,355.00	\$745.00
Office Expenses	5600-5607	\$3,100.00	\$18.80	\$95.48	\$66.81		\$325.92	\$214.70	\$172.00	\$150.00	\$0.00	\$0.00	\$80.98	\$325.48	\$1,450.17	\$1,649.83
Internet & Website Costs	5700-5703	\$920.00	\$960.00						\$0.00	\$0.00	\$0.00	\$0.00		\$77.98	\$1,037.98	-\$117.98
Publication & Legal Notices	5900	\$1,950.00		\$572.04		\$112.56	\$101.18	\$798.66	\$0.00	\$0.00	\$241.17	\$358.27	\$603.03	\$654.96	\$3,441.87	-\$1,491.87
Televising Meetings	6000	\$1,760.00							\$1,030.00	\$250.00	\$100.00	\$100.00			\$1,480.00	\$280.00
Audit Services	6100	\$3,000.00							\$0.00	\$0.00	\$0.00	\$0.00		\$1,475.00	\$1,475.00	\$1,525.00
Bookkeeping (Other)	6200-6203	\$4,100.00	\$138.00	\$173.50	\$208.00	\$208.00	\$216.75	\$234.25	\$520.00	\$364.00	\$364.00	\$832.00	\$364.00	\$494.00	\$4,116.50	-\$16.50
Legal Counsel (S Browne)	6300	\$6,000.00			\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$504.80	\$5,004.80	\$995.20
A-87 Insurance Costs	6400	\$6,000.00							\$0.00	\$0.00	\$0.00	\$0.00			\$0.00	\$6,000.00
Insurance General Liability	6500	\$1,050.00	\$974.12						\$0.00	\$0.00	\$0.00	\$0.00			\$974.12	\$75.88
Memberships (CALAFCO/CSDA)	6600	\$1,755.00	\$769.00			\$1,081.00			\$0.00	\$0.00	\$0.00	\$0.00			\$1,850.00	-\$95.00
In-County Travel	6740	\$1,500.00							\$0.00	\$0.00	\$0.00	\$255.30			\$255.30	\$1,244.70
Travel & Lodging Expenses	6750	\$6,000.00					\$904.92		\$0.00	\$0.00	\$345.72	\$0.00			\$1,250.64	\$4,749.36
Conferences (CALAFCO)	6800	\$3,000.00			\$427.10				\$0.00	\$594.00	\$0.00	\$0.00			\$1,021.10	\$1,978.90
MSR & SOI Updates		\$34,000.00	\$416.00	\$614.50	\$2,410.00	\$1,773.00	\$1,825.50	\$1,900.00	\$4,978.00	\$5,894.00	\$1,889.00	\$948.00	\$2,763.00	\$4,604.00	\$30,015.00	
MSR Reviews - Admin	7001	\$5,000.00		\$42.50			\$17.50		\$0.00	\$0.00	\$0.00	\$0.00			\$60.00	\$4,940.00
SOI Updates	7501	\$29,000.00	\$416.00	\$572.00	\$2,410.00	\$1,773.00	\$1,808.00	\$1,900.00	\$4,978.00	\$5,894.00	\$1,889.00	\$948.00	\$2,763.00	\$4,604.00	\$29,955.00	-\$955.00
Applications with/needingedeposits		\$25,358.81	\$260.00	\$277.50	\$338.00	\$608.25	\$589.50	\$2,135.00	\$1,810.00	\$2,236.00	\$2,518.00	\$3,220.75	\$758.25	\$1,398.00	\$16,149.25	
City of Ukiah SOI Reduction **	8008	\$3,000.00	\$260.00	\$260.00	\$338.00	\$608.25	\$329.50	\$260.00	\$208.00	\$156.00	\$312.00	\$2,221.75	\$208.00	\$1,190.00	\$6,351.50	-\$3,351.50
Irish Beach Moores Annex **	8001	\$3,906.44						\$614.00	\$1,342.00	\$1,534.00	\$1,027.00	\$0.00			\$4,517.00	-\$610.56
Irish Beach Detachment	8009	\$4,500.00					\$156.00	\$585.00	\$104.00	\$442.00	\$1,023.00	\$271.00	\$111.00		\$2,692.00	\$1,808.00
City of Ukiah UVSD detach	8010	\$4,000.00					\$104.00	\$676.00	\$156.00	\$0.00	\$156.00	\$728.00	\$439.25	\$208.00	\$2,467.25	\$1,532.75
RRFC/RVCWD Consol pre-app*	8014			\$416.00	\$208.00										\$624.00	
FY 2013-14 MSRs Finalization		\$14,000 + Expenses														
Barraco & Associates	7000	\$14,000.00		\$2,200.00					\$0.00	\$5,500.00	\$0.00	\$0.00			\$7,700.00	\$6,300.00
FY 2013-14 Final MSRs Exp.	7000			\$180.00					\$0.00	\$0.00	\$0.00	\$0.00			\$180.00	
MONTHLY TOTAL			\$7,718.17	\$9,893.52	\$8,375.41	\$8,770.31	\$10,380.27	\$10,395.36	\$14,866.00	\$22,210.25	\$12,128.14	\$10,644.07	\$9,617.51	\$14,663.72		

*RRFC/RVCWD have been billed for pre-application charges totaling \$624.00

** William Moores & City of Ukiah billed for additional application fees

*** Amount on Claim forms and Planwest Invoice adjusted to budget amount

NOTE: CALAFCO, SDRMA & Pacific Internet claims for FY 2015-16 not shown here, will be shown on FY 2015-16 Budget in August.

MENDOCINO
Local Agency Formation Commission
Staff Report

DATE: July 13, 2015
TO: Mendocino Local Agency Formation Commission
FROM: George Williamson, Executive Officer
SUBJECT: Public Hearing for Final Budget, Fiscal Year 2015-16

As per Mendocino LAFCo Policies & Procedures Chapter III, the Commission held a public hearing on May 4, 2015 to review the Proposed Budget for Fiscal Year 2015-16, beginning on July 1, 2015. The Commission approved the FY 2015-16 Proposed Budget on that date. The Executive Committee reviewed the approved FY 2015-16 Proposed Budget on May 11 and directed staff to distribute to member organizations.

On June 1, the Commission held a public hearing on the Final Budget and continued that hearing to June 8. On June 8, the Commission held the continued public hearing and adopted an Interim Final Budget. The Commission directed staff to notice a public hearing on July 13, 2015 on the Final Budget. Notices were published in the Ukiah Daily Journal, Willits News, and Fort Bragg Advocate, and posted on the Commission website.

The budget was distributed to the County, the four Cities, and 50 Independent Special Districts.

Attachments: Fiscal Year 2015/16 Budget
Public Hearing Notice
Resolution 15-16-02 Final Budget Approval

Mendocino Local Agency Formation Commission						
Proposed Approved FY 2015-16 Budget with Past Year Comparisons						
LINE	ACCOUNT		FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
#	NUMBER	DESCRIPTION	FINAL	FINAL	FINAL	Proposed
REVENUE						
1	4000	LAFCO Apportionment Fees	\$ 135,000	\$ 135,000	\$ 135,000	\$ 125,000
2	4030	Application Filing Fees	25,000	16,500	12,000	33,900
	4800	Miscellaneous	-	100	100	-
3	4910	Interest Income	500	500	500	128
4		Total	\$ 160,500	\$ 152,100	\$ 147,600	\$ 159,028
		Use of Residual Cash				25,500
						\$ 184,528
EXPENSE						
6	5500	Basic Services - EO/Analysis/GIS/Clerk	61,250	61,250	55,000	59,000
8	5501-5503	Rent	6,000	6,130	6,100	4,860
9	5600	Office Expenses		3,300	3,100	2,800
	5607	Office Equipment	4,000	-	-	-
10	5700-5703	Internet & Website Costs	2,000	920	920	1,056
11	5900	Publication and Legal Notices	1,000	2,400	1,950	3,100
12	6000	Televising Meetings	-	1,760	1,760	2,112
13	6100	Audit Services	3,000	3,000	3,000	3,000
14	6200-6203	Bookkeeping (other)	3,000	3,000	4,100	4,100
15	6300	Legal Counsel	4,000	3,000	6,000	6,000
16	6400	A-87 Costs County Services	5,000	5,000	6,000	3,000
17	6500	Insurance-General Liability	2,200	1,050	1,050	1,200
18	6600	Memberships (CALAFCO/CSDA)	1,675	1,735	1,755	2,100
19	6740	In-County Travel & Stipends	500	-	1,500	4,300
20	6750	Travel & Lodging Expense	3,000	6,000	6,000	5,000
21	6800	Conferences (CALAFCO)	3,000	3,400	3,000	3,000
22	7001	MSR Reviews - Admin	40,000	40,000	5,000	5,000
23	7501	SOI Updates	-	-	29,000	29,000
24	9000	Special District Training Support	-	-	-	12,000
25		Total Expenses before Application Fees	\$ 139,625	\$ 141,945	\$ 135,235	\$ 150,628
26	8000	Application Filing Expenses	25,000	16,500	12,000	33,900
27		Total	\$ 164,625	\$ 158,445	\$ 147,235	\$ 184,528
		General Reserves	\$ 72,835	\$ 64,210	\$ 64,210	\$ 100,000
		Legal Service Reserves	20,000	20,000	20,000	
		MSR & SOI Reserves	20,000	20,000	20,000	-
		Allocated Reserves	35,333	-	-	-

Ukiah Daily Journal

590 S. School St
PO Box 749
Ukiah, California 95482
(707) 468-3500
udjlegals@pacific.net

MENDOCINO COUNTY LAFCO
200 SOUTH SCHOOL ST, STE 2
UKIAH CA 95482

PROOF OF PUBLICATION (2015.5 C.C.P.)

STATE OF CALIFORNIA COUNTY OF MENDOCINO

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of the printer of the Ukiah Daily Journal, a newspaper of general circulation, printed and published daily in the City of Ukiah, County of Mendocino and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Mendocino, State of California, under the date of September 22, 1952, Case Number 9267; that the notice, of which the annexed is a printed copy (set in type not smaller than non-pareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

6/19/2015

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Dated at Ukiah, California,
June 23th, 2015



Molly E. Morandi, LEGAL CLERK

Legal No. **0005508054**

1085-15

6-19/15

Mendocino Local Agency Formation Commission NOTICE OF PUBLIC HEARING Final Fiscal Year 2015-16 Mendocino LAFCo Budget

NOTICE IS HEREBY GIVEN that on Monday, July 13, 2015, at 9:00 AM (or as soon thereafter as the matter may be heard) in the Mendocino County Board of Supervisors Chambers, 501 Low Gap Road, Ukiah, California, the Mendocino Local Agency Formation Commission (LAFCo) will hold a public hearing on the above entitled matter.

The LAFCo Budget for the coming fiscal year anticipates revenues in the amount of \$150,628 and expenditures in the amount of \$150,628 not including reimbursable application costs. Details of the proposed budget are available by contacting the LAFCo office at 707-463-4470 during their regular business hours; by visiting the LAFCo office at 200 South School Street, Ukiah, California; or by visiting the LAFCo website at www.mendolafo.org, click on 'Budget.'

All interested persons may appear at said meeting and present their views on any matter relating to the report; or may submit written comments to the LAFCo office or by e-mail to eo@mendolafo.org prior to the close of business on Friday, July 10, 2015.

BY ORDER OF THE MENDOCINO
LOCAL AGENCY FORMATION
COMMISSION
GEORGE WILLIAMSON, Executive
Officer
Date Posted: June 19, 2015

The Willits News

77 W Commercial Street
PO Box 628
Willits, CA 95490
707-459-4643

MENDOCINO COUNTY LAFCO
200 SOUTH SCHOOL ST, STE 2
UKIAH CA 95482

PROOF OF PUBLICATION

STATE OF CALIFORNIA COUNTY OF MENDOCINO

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principal clerk of the printer of The Willits News, a newspaper of general circulation, printed and published Every Wednesday and Friday in the City of Willits, California, County of Mendocino, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Mendocino, State of California, in the year 1903, Case Number 9150; that the notice of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

6/17/2015

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Dated at Willits, California this 17th day of June, 2015.



Signature

Legal No. **0005507010**

WN15085

**Mendocino Local Agency
Formation Commission
NOTICE OF PUBLIC HEARING
Final Fiscal Year 2015-16 Mendocino
LAFCo Budget**

NOTICE IS HEREBY GIVEN that on Monday, July 13, 2015, at 9:00 AM (or as soon thereafter as the matter may be heard) in the Mendocino County Board of Supervisors Chambers, 501 Low Gap Road, Ukiah, California, the Mendocino Local Agency Formation Commission (LAFCo) will hold a public hearing on the above entitled matter.

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All interested persons may appear at said meeting and present their views on any matter relating to the report; or may submit written comments to the LAFCo office or by email to eo@mendolafco.org prior to the close of business on Friday, July 10, 2015.

BY ORDER OF THE MENDOCINO LOCAL AGENCY FORMATION COMMISSION
GEORGE WILLIAMSON,
Executive Officer
Date Posted: June 11, 2015
06/17/2015

**MENDOCINO
LOCAL AGENCY FORMATION COMMISSION**

LAFCo Resolution No. 15-16-02

**A RESOLUTION OF
THE LOCAL AGENCY FORMATION COMMISSION OF MENDOCINO COUNTY
ADOPTING A FINAL BUDGET FOR THE 2015-2016 FISCAL YEAR**

WHEREAS, the Mendocino Local Agency Formation Commission 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 Proposed Budget hearing on May 4, 2015, Interim Final Budget hearings on June 1 and June 8, 2015, in order to review its budget for the Fiscal Year beginning July 1, 2015; and

WHEREAS, copies of the approved Proposed Budget and 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; and

WHEREAS, questions have been raised as to the timeliness of notice of LAFCo budget actions and the Commission desires to extend the Budget Hearing process to renote the final budget hearing with the required 21 days notice; and

WHEREAS, the Commission is required to adopt a budget by June 15th and therefore to comply with that requirement it adopted an Interim Final Budget on June 8th to be in effect until the Final Budget is adopted and set a hearing for adoption of the Final Budget for its regular meeting of July 13, 2015.

WHEREAS, thereafter notice of hearing on the final budget was duly given 21 days prior to hearing and a public hearing held with regard to adoption of the Final Budget on July 13th and the public testimony on the Budget considered by the Commission.

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

1. In accordance with Government Code Section 56381(a), the Commission hereby adopts the Final Budget for the 2015-16 Fiscal Year with anticipated revenues in the amount of \$159,028; and proposed expenditures in the amount of \$184,528.

2. Details of the Budget are specified by line item in the budget document, attached hereto as Exhibit A.
3. The Budget reflects that the Commission has determined to draw down agency reserves and carry-over funds to reduce contributions from member agencies for this fiscal year. Accordingly, the member agency contributions shall be reduced from the prior Fiscal Year t, with the County of Mendocino contributing \$41,666; the four cities contributing \$41,666; and the 50 Independent Special Districts contributing \$41,666. Member agencies will be advised that such a reduction is only feasible for this fiscal year and that the contribution amounts are likely to be increased in future years.
4. The Final Budget is reduced from the prior year budget, The Commission finds, as required by §56381 that the reduced program costs will nevertheless allow the Commission to fulfill its required duties under the Cortese Knox Hertzberg Act and 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 adequate progress is made on the Municipal Service Review and Sphere of Influence program.

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 13th day of July, 2015, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

RICHARD SHOEMAKER, Chair

ATTEST:

GEORGE WILLIAMSON, Executive Officer

**MENDOCINO
Local Agency Formation Commission**

Staff Report

DATE: July 13, 2015
TO: Mendocino Local Agency Formation Commission
FROM: Bruce Baracco, Former Executive Officer
SUBJECT: Public Hearing for the Mendocino County Fire Protection Districts (Part 2, 4 Districts) Municipal Service Review (LAFCo File M-2012-06)

This is a public hearing for which notices were posted and published for the Mendocino County Fire Protection Districts Municipal Service Review (MSR) as required by Mendocino LAFCo Policies and Procedures Chapter IV, Section B.

Annotated MSRs specific to the following fire protection districts (Part 2) to be submitted prior to meeting:

**Potter Valley Community Services District
Redwood Valley-Calpella Fire Protection District
Mendocino Fire Protection District
Albion-Little River Fire Protection District**

The purpose of the public hearing today is to: hear further presentation from LAFCo staff; entertain comments and questions; and following completion of the hearing, consider a motion to approve the final MSR for the aforementioned districts.

Copies of the public review draft MSR to be distributed to Commissioners and to the Fire Districts by Baracco & Associates.

A Public Hearing will also be scheduled for Part 3 (Comptche, Elk, Piercy, South Coast and Westport) after part 2 is completed.

Attachments: Public Hearing Notice

Ukiah Daily Journal

590 S. School St
PO Box 749
Ukiah, California 95482
(707) 468-3500
udjlegals@pacific.net

MENDOCINO COUNTY LAFCO
200 SOUTH SCHOOL ST,STE 2
UKIAH CA 95482

PROOF OF PUBLICATION (2015.5 C.C.P.)

STATE OF CALIFORNIA COUNTY OF MENDOCINO

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of the printer of the Ukiah Daily Journal, a newspaper of general circulation, printed and published daily in the City of Ukiah, County of Mendocino and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Mendocino, State of California, under the date of September 22, 1952, Case Number 9267; that the notice, of which the annexed is a printed copy (set in type not smaller than non-pareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

6/19/2015

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Dated at Ukiah, California,
June 23th, 2015



Molly E. Morandi, LEGAL CLERK

Legal No. **0005508070**

1086-15

6-19/15

Mendocino Local Agency Formation Commission NOTICE OF PUBLIC HEARING MUNICIPAL SERVICE REVIEW RURAL FIRE PROTECTION DISTRICTS

NOTICE IS HEREBY GIVEN that on Monday, July 13, 2015, at 9:00 AM (or as soon thereafter as the matter may be heard) in the Mendocino County Board of Supervisors Chambers, 501 Low Gap Road, Ukiah, California, the Mendocino Local Agency Formation Commission (LAFCo) will hold a public hearing on the above entitled matter. The MSR reviews the following rural fire districts:

Albion-Little River FPD, Comptche CSD, Covelo FPD, Elk CSD, Hopland FPD, Leggett Valley FPD, Little Lake FPD, Long Valley, Mendocino FPD, Piercy FPD, Potter Valley CSD, South Coast FPD, Redwood Valley-Calpella FPD, Westport VFD

A Final MSR incorporating comments, corrections and revisions will be considered by the Commission for adoption on July 13, 2015.

A copy of the Public Review Draft MSR will be available for review at the LAFCo office, 200 South School Street, Ukiah, California; and at the Mendocino County Library Main Branch, 105 North Main Street, Ukiah. A PDF version of the report will also be available on the LAFCo website: mendolafco.org, click on 'Studies.'

All interested persons may appear at said meeting and present their views on any matter relating to the report; or may submit written comments to the LAFCo office or by e-mail to eo@mendolafco.org prior to the close of business on Friday July 10, 2015.

BY ORDER OF THE MENDOCINO
LOCAL AGENCY FORMATION
COMMISSION

GEORGE WILLIAMSON, Executive
Officer

Date Posted: June 19, 2015

The Willits News

77 W Commercial Street
PO Box 628
Willits, CA 95490
707-459-4643

MENDOCINO COUNTY LAFCO
200 SOUTH SCHOOL ST, STE 2
UKIAH CA 95482

PROOF OF PUBLICATION

STATE OF CALIFORNIA COUNTY OF MENDOCINO

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principal clerk of the printer of The Willits News, a newspaper of general circulation, printed and published Every Wednesday and Friday in the City of Willits, California, County of Mendocino, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Mendocino, State of California, in the year 1903, Case Number 9150; that the notice of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

6/17/2015

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Dated at Willits, California this 17th day of June, 2015.



Signature

Legal No. 0005507051

WN15086

Mendocino Local Agency Formation Commission NOTICE OF PUBLIC HEARING MUNICIPAL SERVICE REVIEW RURAL FIRE PROTECTION DISTRICTS

NOTICE IS HEREBY GIVEN that on Monday, July 13, 2015, at 9:00 AM (or as soon thereafter as the matter may be heard) in the Mendocino County Board of Supervisors Chambers, 501 Low Gap Road, Ukiah, California, the Mendocino Local Agency Formation Commission (LAFCo) will hold a public hearing on the above entitled matter. The MSR reviews the following rural fire districts:

Albion-Little River FPD, Comptche CSD, Covelo FPD, Elk CSD, Hopland FPD, Leggett Valley FPD, Little Lake FPD, Long Valley, Mendocino FPD, Piercy FPD, Potter Valley CSD, South Coast FPD, Redwood Valley-Calpella FPD, Westport VFD

A Final MSR incorporating comments, corrections and revisions will be considered by the Commission for adoption on July 13, 2015.

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All interested persons may appear at said meeting and present their views on any matter relating to the report; or may submit written comments to the LAFCo office or by e-mail to eo@mendolafco.org prior to the close of business on Friday July 10, 2015.

BY ORDER OF THE MENDOCINO
LOCAL AGENCY FORMATION COMMISSION
GEORGE WILLIAMSON, Executive Officer
Date Posted: June 11, 2015

06/17/2015

Fort Bragg Advocate-News

450 N. Franklin Street
PO Box 1188
Fort Bragg, California 95437
707-964-5642

MENDOCINO COUNTY LAFCO
200 SOUTH SCHOOL ST, STE 2
UKIAH CA 95482

PROOF OF PUBLICATION (2015.5 C.C.P.)

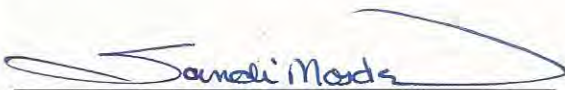
STATE OF CALIFORNIA COUNTY OF MENDOCINO

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the Office Clerk of the Fort Bragg Advocate-News, a newspaper of general circulation by the Superior Court of the County of Mendocino, State of California under the date of May 9, 1952 - Case Number 9151, that the notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been printed in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates:

06/18/2015

I certify (or declare) under penalty or perjury that the foregoing is true and correct.

Dated at Fort Bragg, California,
June 18, 2015



SANDI MOSDEN, CLERK

 **RECEIVED**
6/23/15 ED

Legal No. **0005505923**

**Mendocino
Local Agency
Formation
Commission
NOTICE OF
PUBLIC
HEARING
MUNICIPAL
SERVICE
REVIEW
RURAL FIRE
PROTECTION
DISTRICTS**

NOTICE IS HEREBY GIVEN that on Monday, July 13, 2015, at 9:00 AM (or as soon thereafter as the matter may be heard) in the Mendocino County Board of Supervisors Chambers, 501 Low Gap Road, Ukiah, California, the Mendocino Local Agency Formation Commission (LAFCo) will hold a public hearing on the above entitled matter. The MSR reviews the following rural fire districts:

Albion-Little River FPD, Comptche CSD, Covelo FPD, Elk CSD, Hopland FPD, Leggett Valley FPD, Little Lake FPD, Long Valley FPD, Mendocino FPD, Piercy FPD, Potter Valley CSD, South Coast FPD, Redwood Valley-Calpella FPD, and Westport VFD

A Final MSR incorporating comments, corrections and revisions will be considered by the Commission for adoption on July 13, 2015.

A copy of the Public Review Draft MSR will be available for review at the LAFCo office, 200 South School Street, Ukiah, California; and at the Mendocino County Library Main Branch, 105 North Main Street, Ukiah. A PDF version of the report will also be available on the LAFCo website: mendolafco.org click on 'Studies.'

All interested persons may appear at said meeting and present their views on any matter relating to the report; or may submit written comments to the LAFCo office or by e-mail to eo@mendolafco.org prior to the close of business on Friday July 10, 2015.

BY ORDER OF THE MENDOCINO LOCAL AGENCY FORMATION COMMISSION
GEORGE WILIAMSON, Executive Officer
Date Posted: June 11, 2015
Publish: 06/18/2015

**MENDOCINO
Local Agency Formation Commission**

Staff Report

DATE: July 13 2015
TO: Mendocino Local Agency Formation Commission
FROM: George Williamson, Executive Officer
SUBJECT: Enter into Agreement with Pehling & Pehling CPAs to conduct FY 2013-14 Audit

Objective

The objective of the audit is the expression of an opinion by Pehling & Pehling CPAs about whether Mendocino LAFCo's financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the additional supplementary information referred to above when considered in relation to the financial statements taken as a whole.

The Pehling & Pehling CPAs audit will be conducted in accordance with U.S. generally accepted auditing standards (GAAS). Our professional standards as defined by GAAS require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement and are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America.

As such, the Pehling & Pehling CPAs audit will involve performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements and will include tests of the accounting records of Mendocino LAFCo and other procedures Pehling & Pehling CPAs consider necessary.

The procedures Pehling & Pehling CPAs determine necessary will depend on our "auditor's" judgment and will be based, in part, on Pehling & Pehling CPAs assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. If Pehling & Pehling CPAs opinion is other than unqualified, Pehling & Pehling CPAs will fully discuss the reasons with Mendocino LAFCo in advance. If, for any reason, Pehling & Pehling CPAs are unable to complete the audit or form an opinion, we may disclaim an opinion or not issue a report.

Attachments: Pehling & Pehling CPAs Agreement for Services



June 12, 2015

Mendocino LAFCO
200 S School St
Ukiah, CA 95482

Dear Board:

We are pleased to confirm our understanding of the services we are providing for Mendocino LAFCO for the year ended June 30, 2014. We will audit the Statement of Net Position, Statement of Activities and where applicable the Statement of Revenues, Expenditures, and Change in Fund Balance, Balance Sheet and Statement of Cash Flows of Mendocino LAFCO as of and for the year ended June 30, 2014.

Accounting standards generally accepted in the United States of America call for certain required supplementary information (RSI) to accompany the basic financial statements. The Governmental Accounting Standards Board also considers this information a necessary part of financial reporting as it provides perspective to the basic financial statements. Therefore, as part of this engagement, we will apply limited procedures to Mendocino LAFCO's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will primarily consist of inquiries of management regarding their methods of measurement and presentation. However, we will not express an opinion or provide any assurance on this RSI as our limited procedures do not provide us with sufficient evidence to do so under our professional standards. Consequently, the financial statements we present to you will include the following required RSI that will not be audited and, as such, our report will disclaim an opinion on this RSI:

- Management's Discussion and Analysis

We also understand that supplementary information other than RSI will accompany Mendocino LAFCO's basic financial statements. In accordance with auditing standards generally accepted in the United States of America, we will apply auditing procedures and other additional procedures deemed necessary to the following supplementary information accompanying the basic financial statements in order to provide an opinion on this information in relation to the financial statements as a whole.

Objective

The objective of our audit is the expression of an opinion about whether your financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the additional supplementary information referred to above when considered in relation to the financial statements taken as a whole.

Our audit will be conducted in accordance with U.S. generally accepted auditing standards (GAAS). Our professional standards as defined by GAAS require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement and are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America. As such, our audit will involve performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements and will include tests of the accounting records of Mendocino LAFCO and other procedures we consider necessary. The procedures we determine necessary will depend on our "auditor's" judgment and will be based, in part, on our assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. If our opinion is other than unqualified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or form an opinion, we may disclaim an opinion or not issue a report.

Audit Procedures

Our audit will involve performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements and will include tests of the accounting records of Mendocino LAFCO and other procedures we consider necessary. The procedures we determine necessary will depend on our "auditor's" judgment and will be based, in part, on our assessment of the risks of material misstatement of the financial statements, whether from errors, fraudulent financial reporting, misappropriations of assets, or violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. An audit also includes evaluating the appropriateness of accounting policies used, and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. If we deem it appropriate, our procedures will also include tests of documentary evidence supporting the transactions recorded in the accounts, may include tests of the physical existence of inventories, and will include direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, creditors, and financial institutions. As part of our audit process, we will request written representations from your attorneys, and they may bill you for responding. At the conclusion of our audit, we will also request certain written representations from you about the financial statements and related matters. These representations will include acknowledging our assistance with the preparation of your financial statements, the supplementary information, and notes accompanying these documents, and that you have reviewed and approved these documents, approved their release, and that you have accepted responsibility for them.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk exists that some material misstatements may not be detected by our firm, even though our audit is properly planned and performed in accordance with GAAS and Government Auditing Standards. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform you of any material errors that come to our attention, and we will inform you, or the appropriate level of management, of any fraudulent financial reporting or misappropriation of assets that comes to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential.

In making our risk assessments, we will consider internal controls relevant to the preparation and fair presentation of the Mendocino LAFCO's financial statements in order to design audit procedures that are appropriate in the circumstances. However, our audit procedures are not designed for the purpose of expressing an opinion on the effectiveness of your internal control. In accordance with our professional standards, we will communicate in writing to the appropriate level of management and those charged with governance matters concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we identify during the audit.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will also perform tests of Mendocino LAFCO's compliance with applicable laws and regulations and the provisions of contracts and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion. Management maintains the responsibility for identifying and ensuring that Mendocino LAFCO complies with applicable laws, regulations, contracts, and other agreements.

Our responsibility as auditors is, of course, limited to the period covered by our audit and does not extend to any other periods.

Zach Pehling is the engagement partner for the audit services specified in this letter. His responsibilities include supervising Pehling & Pehling CPA's services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

Responsibilities of Management and Those Charged with Governance

As part of our engagement, we may advise you about appropriate accounting principles and their application; however, the management of Mendocino LAFCO acknowledges and understands that the final responsibility for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America remains with you. This responsibility includes the financial statements, all accompanying information, and the representations that accompany them. As such, the management of Mendocino LAFCO is responsible for adjusting the financial statements to correct material misstatements and for confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. Other management responsibilities include maintaining adequate records, selecting and applying accounting principles, and safeguarding assets.

By your signature below, you also acknowledge that the management of Mendocino LAFCO is responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements, and all accompanying information, that are free from material misstatement, whether due to fraud or error. This responsibility includes the fair presentation in the financial statements of the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund and the aggregate remaining fund information of the Mendocino LAFCO and the respective changes in financial position and where applicable, cash flows, in conformity with accounting principles generally accepted in the United States of America. In addition, management is also responsible for having appropriate programs and controls in place to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the organization that involves management, employees who have significant roles in internal control, regulators, and others where fraud could have a material impact on the financial statements. The management of Mendocino LAFCO is also responsible for informing us of your knowledge of any allegations of fraud or suspected fraud affecting Mendocino LAFCO received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the Mendocino LAFCO complies with applicable laws and regulations and for taking timely and appropriate actions to remedy any fraud, illegal acts, or violations of contracts and agreements. You agree that you will confirm your understanding of your responsibilities as defined in this letter to us in your representation letter.

Management is also responsible for the preparation and fair presentation of the supplementary information in conformity with accounting principles generally accepted in the United States of America. You agree that you will confirm your understanding of your responsibilities with respect to the supplementary information in your representation letter. You further agree to include our report on the supplementary information in any document that contains and indicates that we have reported on such supplementary information.

Management's responsibilities also include designating qualified individuals with the necessary expertise to be responsible and accountable for overseeing all the nonattest services we perform as part of this engagement, as well as evaluating the adequacy and results of those services and accepting responsibility for them.

You further acknowledge and understand that management is responsible for providing us with access to all information management is aware of that is relevant to the preparation and fair presentation of the financial statements such as records, documentation and other matters; for the accuracy and completeness of the information that is provided to us; and for informing us of events occurring or facts discovered subsequent to the date of the financial statements that may affect the financial statements. This responsibility also includes providing us with any additional information that we may request from management for the purpose of the audit; as well as allowing us unrestricted access to individuals within the organization from whom we may determine it necessary to obtain audit evidence, including access to your designated employees who will type all confirmations we request.

Written Report

We expect to issue a written report upon completion of our audit of Mendocino LAFCO's financial statements. Our report will be addressed to the Board of Directors of Mendocino LAFCO. We cannot provide assurance that an unmodified opinion will be expressed on the financial statements. Circumstances may arise in which it is necessary for us to modify our opinion, add emphasis-of-matter or other-matter paragraphs, decline to express an opinion or withdraw from the engagement.

Other Matters

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, typing, postage, copies, and telephone calls), except that we agree that our gross fee, including expenses, will not exceed \$2950 for the audit for this contract. An initial deposit of \$1475 due at the beginning of the year and the remainder due at completion of the audit. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit.. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

It is our policy to keep records related to this engagement for 7 years. However, Pehling & Pehling CPAs does not keep any original client records, so we will return those to you at the completion of the services rendered under this engagement. When records are returned to you, it is your responsibility to retain and protect your records for possible future use, including potential examination by government or regulatory agencies.

By your signature below, you acknowledge and agree that upon the expiration of the 7-year period Pehling & Pehling CPAs shall be free to destroy our records related to this engagement.

We appreciate the opportunity to be of service to Mendocino LAFCO and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Zach Pehling
Pehling & Pehling CPAs

RESPONSE:

This letter correctly sets forth the understanding of Mendocino LAFCO.

APPROVED:

Mendocino LAFCO

Date

MENDOCINO Local Agency Formation Commission

Staff Report

DATE: July 13 2015
TO: Mendocino Local Agency Formation Commission
FROM: George Williamson, Executive Officer
SUBJECT: 2015 CALAFCO Conference and Board Elections & SDRMA Board Election

CALAFCO Member Message:

The 2015 Annual Conference Host and Program Committees have been very busy putting the finishing touches on upcoming conference. Mark your calendars for September 2- 4th, in Sacramento at the Hyatt Regency. All that's left is for you to book your room and submit your conference registration. For all the details, visit the CALAFCO website's conference page, or [click here](#).

Just a few reminders:

- **Early Bird registration period closes July 20th.** All registrations and payments must be received by that date for the discounted rate to apply. No exceptions.
- The full conference program is attached.
- **The Mobile Workshop** this year (flier attached) will be a unique opportunity to visit the confluence of the Sacramento and American rivers, followed by a trip to the largest inland wastewater treatment discharger in the western U.S. Join us as we learn about the \$2 billion EchoWater project. After a drive through the Stones NWR, we will enjoy some wine tasting and a delicious lunch in the shade of the Delta levees at the Old Sugar Mill (circa 1934).
- **Hotel reservation cutoff date is August 11th.** Book now to ensure availability.
- Super Shuttle is offering our attendees special discounted rates for reserved ground transportation to/from the airport and hotel. See the link to make your reservation.
- Special pre-con activities are being planned including a River Cats baseball game Tuesday eve.
- **Effective this year, there are no registration credit carry-overs.** Please review the new cancellation and refund policy noted below.

See you in Sacramento in September!

Information on both CALAFCO and SDRMA Board Elections to be provided at the meeting.

Attachments: CALAFCO registration info



The 2015 CALAFCO Annual Conference Program



September 2 – 4, 2015

Downtown Sacramento, California at the Hyatt Regency

CALAFCO 2015 CONFERENCE
★ SACRAMENTO ★

Value-Added General and Breakout Session Topics

Wednesday, September 2

- 7:30 am – 12:30 pm **Mobile Workshop**
10 am. – Noon **LAFCO 101**
- 1:15 – 2:00 pm **Conference Welcome and Opening**
- 2:00 – 3:30 pm **General Session: At the Confluence of Agriculture, Planning and Resources** (OPR Director Ken Alex; Secretary of Food & Agriculture Karen Ross; and Secretary of Natural Resources John Laird)
- 3:45 – 5:00 pm **General Session: GSAs, GSPs and SGMA: Coming to a Basin Near You!** (David Church, Exec. Officer, San Luis Obispo LAFCo; Mark Cowin, Director, DWR; Jill Duerig, Gen. Mgr. Zone 7 Water Agency; Matt Hurley, Gen. Mgr. Angiola Water District)
- 6:00 – 7:30 pm **CALAFCO Annual Beer & Wine Reception**

Thursday, September 3

- 7:00 – 9:00 am **Continental Breakfast Buffet**
- 8:00 – 8:45 am **Regional Caucus Meetings and Elections**
- 9:00 – 10:15 am **Annual Business Meeting**
- 10:30 – 11:45 am **Regional Roundtables, Legal Counsel and Associate Members Roundtables**
- 12:00 – 1:30 pm **Luncheon and Keynote Speaker** (Ted Gaebler, Retired City Mgr. and co-author of Reinventing Government)
- 1:45 – 3:15 pm **Concurrent Breakout Sessions**
 - Financing Municipal Services** (Alice Scott and Diane Cummings, Infrastructure & Econ Development Bank)
 - Broadband: Which Side of the Digital Divide is Your LAFCo On?** (Scott Browne, Legal Counsel; Mike Ort, CEO Praxis Assoc.; Sunne Wright McPeak, CEO California Emerging Technology Fund)
 - CKH and the Bell Curve: LAFCos and California's Changing Culture** (Hans Johnson, Fellow, Public Policy Institute; Steve Lucas, Exec. Officer, Butte LAFCo; Dan Walters, Journalist Sacramento Bee)
- 3:30 – 5:00 pm **Concurrent Breakout Sessions**
 - Fiscal Analysis Tools for New Development** (Kate Meis, Exec. Dir., Local Gov't. Commission; Raef Porter, Sr. Analyst, SACOG; Debbie Whitmore, Planning Mgr., City of Turlock)
 - Urban Growth Boundaries and LAFCo** (Steven Brandt and Jerome Keene, Quad Knopf)
 - LAFCos Role in Planning for Climate Change** (Louise Bedworth, Deputy Director, OPR; Kate Sears, Marin County Supervisor; Will Travis, Former Director, Bay Conservation & Development Comm.)
- 6:00 – 6:30 pm **No-host Dinner Reception**
- 6:30 – 8:30 pm **Annual Banquet and Awards**

Friday, September 4

- 7:30 – 9:00 am **Breakfast Buffet**
- 7:30 – 8:45 am **CALAFCO Board of Directors Meeting**
- 9:00 – 10:30 am **General Session: Leadership in a World of VUCA – Volatility, Uncertainty, Complexity and Ambiguity** (Bill Chiat, Dean, CSAC Institute)
- 10:45 – Noon **CALAFCO Legislative Update** (Legislative panel to be announced)



Register Today!

Registration closes August 21, 2015

Visit www.calafco.org

Hyatt Regency Downtown



Make your reservations now at the Hyatt Regency at the CALAFCO

special rate Packet \$1 Page F35d the link at



2015 CALAFCO ANNUAL CONFERENCE SACRAMENTO

**MOBILE
WORKSHOP**

**SEPTEMBER 2, 2015
7:30 - 12:30**

CONFLUENCE

Watching the River Flow

A special look at the Sacramento-San Joaquin Delta, the most critical water body in California, begins at the confluence of the Sacramento & American Rivers. Next stop, the Sacramento Regional Wastewater Treatment Plant (SRWTP) project - also known as the EchoWater project, the largest inland wastewater discharger in the western U.S. At a cost of \$2 billion, it is financed by the largest federal loan in the 25-year history of the Clean Water State Revolving Fund (SRF) program.

We will then pass through the 18,000 acre (6500 actively managed) Stone Lakes National Wildlife Reserve, a rich mosaic of habitats that support hundreds of species for both resident and migratory wildlife. We will view habitat of native grasslands, riparian forest, woodland savanna, freshwater lakes, freshwater sloughs, perennial wetlands, seasonal wetlands, and vernal pools.

The Mobile Workshop will wrap-up with a lunch in the shade of the Delta levees at The Old Sugar Mill (circa 1934). This unique setting showcases the agricultural history and bounty of the Delta. Farm to fork cuisine, local craft shops and wineries all share space in this vintage setting, located only 15 minutes from Downtown.

**MENDOCINO
Local Agency Formation Commission**

Staff Report

DATE: July 13, 2015
TO: Mendocino Local Agency Formation Commission
FROM: George Williamson, Executive Officer
SUBJECT: Status of Current and Future Projects

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

-City of Ukiah Sphere of Influence Update

Prepared revised EIR RFP for distribution. Sent draft EIR RFP to City of Ukiah staff and legal counsel for review prior to distribution. Responded to multiple consultant inquiries on EIR preparation request for proposal (RFP) for City of Ukiah SOI Reduction. Posted RFP and support materials were placed on website. Published RFP availability in Ukiah Daily Journal. Prepared responses to Public Record Act request by UVSD.

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

Prepared responses to Public Record Act request by UVSD.

-Irish Beach County Water District Detachment

Prepared and distributed application referral to affected agencies on the pending LAFCo action. Responded to inquiries on referral sent to affected agencies on pending LAFCo action.

Future Proposals: There are two (2) potential new proposals that may be submitted in the future:

-Formation of a Recreation and Park District in the Long Valley/Willits Area

Provided information related to application requirements, including preparing a plan for services.

-Anderson Valley CSD Activation of Water and Sewer Services Latent Powers

Additional information requested about the process to activate latent powers for water and sewer services. Provided information related to application submittal requirements and review procedures.

**MENDOCINO
Local Agency Formation Commission**

Staff Report

DATE: July 13, 2015
TO: Mendocino Local Agency Formation Commission
FROM: George Williamson, Executive Officer
SUBJECT: Status of Policies and Procedures Update

The Planning Committee met on May 21, 2015, and continued to review the draft revision of Mendocino LAFCo's Policies and Procedures. The Committee directed Clerk and Analyst Colette Metz to make edits based on comments and discussion and to provide an updated draft to Committee.

The next meeting of the Planning Committee will be held at 9:00am on July 23, 2015, at the Ukiah Valley Conference Center, 200 South School Street, Ukiah.

**MENDOCINO
Local Agency Formation Commission**

Staff Report

DATE: July 13, 2015
TO: Mendocino Local Agency Formation Commission
FROM: George Williamson, Executive Officer
SUBJECT: Status of MSR & SOI Updates

MSRs for the following Special Districts are remaining on the Baracco & Associates contract:

Fire Related Districts

Albion-Little River FPD	Comptche CSD	Covelo FPD
Elk CSD	Hopland FPD	Leggett Valley FPD
Little Lake FPD	Long Valley FPD	Mendocino FPD
Piercy FPD	Potter Valley CSD	Redwood Valley-Calpella FPD
South Coast FPD	Westport VFD	

Cemetery Districts

Anderson Valley CD	Covelo Public CD	Hopland CD
Mendocino-Little River CD	Potter Valley CD	Russian River CD
Westport-Ten Mile CD	Cemetery District of the Redwoods	

Dependent Special Districts

Alexander Estates Lighting District	Covelo Lighting District
Fairview Acres Lighting District	Hopland Lighting District
Lakewood Lighting District	Laytonville Lighting District
Meadowbrook Manor Co San District	Mendocino County Water Agency
Mendocino Co Waterworks District No. 2	Noyo Lighting District
Oak Knoll Lighting District	Riverwood Terrace Lighting District
Ukiah Village Lighting District	West Talmage Lighting District

Draft SOI Updates for the following Special Districts have been prepared for District review by Planwest:

Water Districts

Calpella CWD	Millview CWD	Pacific Reefs WD
Willow CWD	Caspar South WD	Westport CWD

SOI Updates for the following Cities and Special Districts are in preparation by Planwest:

Cities

City of Point Arena City of Willits

Water Districts

Elk CWD Irish Beach WD Laytonville CWD Round Valley CWD

Other Districts

Anderson Valley CSD	Mendocino Co. RCD	Noyo Harbor District
Elk CSD	Gualala CSD	