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# 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

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## CHAIR & TREASURER

**Jerry Ward**  
Public Member

## VICE CHAIR

**Carre Brown**  
County Board  
of Supervisors

## MEMBERS

**Kevin Doble**  
Ukiah City Council

**Gerardo Gonzalez**  
Willits City Council

**Dan Hamburg**  
County Board  
of Supervisors

**Theresa McNerlin**  
Ukiah Valley Sanitation District

**Tony Orth**  
Brooktrails Township CSD

## ALTERNATE MEMBERS

**John McCowen**  
County Board  
of Supervisors

**Carol Rosenberg**  
Public Member

**Angela Silver**  
Calpella County Water District

**City Alternate Representative  
to be announced March 2017  
by City Select Committee**

**Executive Officer**  
Uma Hinman

**Analyst**  
Larkyn Feiler

**Commission Clerk**  
Elizabeth Salomone

**Counsel**  
Scott Browne

## Regular Meetings

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

## Executive Committee Meeting

## A G E N D A

Tuesday, March 17, 2017 11:00am  
Ukiah Valley Conference Center,  
200 South School Street, Ukiah, California

Call to Order & Roll Call:

Commissioners Gerald Ward, Carre Brown, and Kevin Doble

## MATTERS FOR DISCUSSION & POSSIBLE ACTION

1. Approval of the February 21, 2017 Executive Committee Minutes
2. Finalization of the Fort Bragg Rural Fire Protection District North of Ten Mile Annexation Application  
Update and discussion of staff findings.
3. 2016-17 Budget Amendment  
Discussion of budget amendment recommendation.
4. Fiscal Year 2017-18 Budget Development
  - ◆ Apportionment fee adjustment for FY 2015-16
  - ◆ Implementation of new reserve policy
  - ◆ Financial status report
  - ◆ Preliminary drafts of FY 2017-18 work plan and budget

## ADJOURNMENT

The next Regular Commission Meeting is scheduled for  
Monday, April 3, 2017 at 9:00am  
in the County Board of Supervisors Chambers  
501 Low Gap Road, Ukiah, California

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# Local Agency Formation Commission

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## CHAIR & TREASURER

**Jerry Ward**  
Public Member

## Agenda Item No. 1

## VICE CHAIR

**Carre Brown**  
County Board  
of Supervisors

## DRAFT Executive Committee Minutes

Executive Committee Meeting of Monday, February 21, 2017 10:00am  
Chardonnay Room, Ukiah Valley Conference Center,  
200 South School Street, Ukiah, California

## MEMBERS

**Kevin Doble**  
Ukiah City Council

## **Gerardo Gonzalez**

Willits City Council

Call to Order: Chair Ward called the meeting to order at 10:08am.

## **Dan Hamburg**

County Board  
of Supervisors

Members Present: Commissioners Carre Brown, Kevin Doble, and Gerald Ward

## **Theresa McNerlin**

Ukiah Valley Sanitation District

Staff Present: Uma Hinman, Larkyn Feiler, Elizabeth Salomone

## **Tony Orth**

Brooktrails Township CSD

## ALTERNATE MEMBERS

### **John McCowen**

County Board  
of Supervisors

## MATTERS FOR DISCUSSION & POSSIBLE ACTION

### 1. Approval of the November 7, 2016 Executive Committee Minutes

Due to Committee member reassignments, and upon recommendation by Chair Ward and Executive Officer Hinman, the minutes of the November 7, 2016 meeting were unanimously accepted and filed rather than moved for approval.

### **Carol Rosenberg**

Public Member

### **Angela Silver**

Calpella County Water District

City Alternate Representative  
to be announced March 2017  
by City Select Committee

### 2. 2016-17 Budget Amendment

EO Hinman presented the staff report. In FY 2016/17 the Commission approved four contracts totaling \$10,470 (see table below) and four unanticipated expenses that are not reflected in the budget. In order to bring the budget into alignment with approved expenses, staff suggests amending the budget to include the following:

### Executive Officer

Uma Hinman

### Analyst

Larkyn Feiler

### Commission Clerk

Elizabeth Salomone

### Counsel

Scott Browne

### Regular Meetings

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

(continued...)

Account #	Description	Contractor	Amount	Notes
7000	MSR	Baracco and Associates	\$ 2,400.00	Cemetery District MSR
7000	MSR	Uma Hinman Consulting	\$ 3,900.00	Cemetery District MSR
6670	Professional Services	SHN Consulting	\$ 2,000.00	FBRFPD mapping error
6670	Professional Services	Planwest Partners	\$ 2,170.00	Website Transition
5607	Office Equipment	n/a	\$ 238.00	Printer replacement
6000	Televising meetings	Mendocino County	\$ 1,700.00	payment for FY 2015/16
9000	Trainings	Mendocino County	\$ 160.00	Host Ethics/Brown Act Training
		<b>Total</b>	<b>\$12,568.00</b>	

Discussion was held regarding options to continue transparency and accurate tracking in LAFCo expenditures.

Committee directed staff to forward this item to the next Executive Committee meeting and provide further information on the current operational fund balance before a budget amendment recommendation is developed for the Commission.

### 3. Fiscal Year 2017-18 Budget Development

EO Hinman presented the staff report with four main topics of discussion:

- Apportionment fee adjustment for FY 2015-16

Discussion was held to address the adjustment process. Staff recommended a letter addressing the apportionment fee adjustment be sent to cities, districts and the county with the FY 2017-18 statements. This item was forwarded.

- Implementation of new reserve policy

Chair Ward will return with banking options for the reserve monies. This item was forwarded.

- Mid-year work plan review

The Committee requested staff develop a 5 year work plan with rough cost estimates. This item was forwarded.

- Preliminary drafts of FY 2017-18 work plan and budget

Specific items were discussed and changes requested. Staff will prepare a FY 2015-16 Budget & Actuals Report showing unspent funds from the Budget. This item was forwarded.

- Other

Staff will add a line on the FY 2016-17 Budget Track spreadsheet to show “unallocated funds” balance and reserves.

It was noted the Executive Officer’s contract does permit for hiring of additional subcontractors, though notification to the Commission was requested.

An Executive Committee meeting will be scheduled for March 2017.

### **ADJOURNMENT**

There being no further business, the meeting was adjourned at 12:08 pm.

**MENDOCINO**  
**Local Agency Formation Commission**

**Staff Report**

DATE: March 17, 2017  
TO: Executive Committee  
FROM: Uma Hinman, Executive Officer  
SUBJECT: Finalization of the Fort Bragg Rural FPD North of Ten Mile Annexation

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**BACKGROUND**

The Fort Bragg Rural FPD North of Ten Mile Annexation was completed and the map accepted by BOE in 2014. The map was later determined to be inaccurate. The following timeline documents the process and identification of errors:

2013, 5-30 SHN submitted final map and description

2013, 5-31 Surveyor memo stating map and description acceptable

2014, 5-6 Project approved, LAFCo Resolution No. 12-13-04

2014, 6-12 Certificate of Completion filed

2014, 6-12 BOE Submittal

2014, 7-9 BOE Acknowledgement

2015? Thought to be mapping error identified; incorrectly identified southeastern portion of annexation, between Ten Mile River and existing District boundary, as being already within the District. LAFCo requested SHN revise the map to include incorrectly identified area within the annexation [all or portions of three parcels consisting of 230.3 acres: APNs 015-140-85 (was -19), 37.26 acres; 015-140-022, 127.54 acres; and 015-140-87 (was -65), 65.5 acres].

2016, 7 Revised map received from SHN. LAFCo staff sent to County GIS and Surveyor for review prior to resubmittal to BOE.

2016, 9 Mapping error identified by County GIS; annexation was based on incorrect District boundary. Leif Farr and EO Hinman met to review maps and files – the incorrectly identified area included in the July 2016 map (attached) is/was not part of the District, nor was it included in the annexation application or process.

When the apparent mapping error was identified in 2015, the Commission agreed to pay for the revised mapping, which was contracted to SHN for \$2,000. The revised maps were received in July 2016 and were routed to County GIS and Surveyor staff for review. County GIS identified the discrepancy and notified EO Hinman.

EO Hinman met with Leif Farr (County GIS) in September 2016, December 2016, and March 2017 to discuss the maps and to attempt to track the discrepancies. Apparently there were two maps in the LAFCo files, both of which were provided to SHN to prepare the 2013 annexation map. The incorrect map was selected as the base map, from which SHN developed the 2013 annexation map. SHN incorrectly included a reference note on the annexation map that the area in question was already part of the District (map note: “portion within district boundary”).

EO Hinman emailed the map to Chief Orsi, Fort Bragg Rural FPD, who clarified that the 230-acre area in question is in fact not within the District, nor was it included in the annexation proceedings. Further, the TRAs for the three parcels in question do not include an assessment for the Fort Bragg Rural FPD.

## **CONSIDERATIONS/OPTIONS**

1. Leave map as it was submitted and accepted in 2014. Per BOE, it is already in effect.
  - Leaves area between Ten Mile River and the northern boundary of the District outside of the District. District boundaries currently include portions of APN 015-140-19 and 015-140-65 (see attached map dated May 2013).
  - Notes “Portion within District Boundary” should be removed from the map for AP 015-140-19 and 015-140-65.
2. Discuss with Fort Bragg Rural FPD and see if they would like to pursue annexation of that area. If they do, they would need to pursue through application.

Attachments: North of Ten Mile River Annexation Map, May 2013  
North of Ten Mile River Annexation Map, July 2016  
Fort Bragg Rural FPD Boundary Map, February 2017

**MENDOCINO  
Local Agency Formation Commission**

**Staff Report**

DATE: March 17, 2017  
 TO: Executive Committee  
 FROM: Uma Hinman, Executive Officer  
 SUBJECT: 2016-17 Budget Amendment

A number of contracts were approved in 2016 that have not been incorporated into the fiscal year (FY) 2016-2017 budget. After discussing with the Treasurer, staff is recommending a budget amendment to reflect the Commission-approved contracts identified in the table below:

Account	Contractor/Account Description	Project/Description	Amount
7000	Baracco & Associates	Final payment. Terms approved at May 12, 2016 Special Meeting (paid July 21, 2016)	\$ 2,400
7000	Uma Hinman Consulting	Cemetery District MSR. Contract approved July 1, 2016.	\$ 3,900
6670	SHN Consulting	North of 10 Mile Map Correction. Invoiced July 11, 2016	\$ 2,000
6670	Planwest Partners	Website transition. Contracted July 1, 2016 for \$2,460. Paid in September 2016.	\$ 2,170
5607	Office Equipment	Printer Replacement	\$238
6000	Televising Meetings	Payment for FY15/16 services	\$1,200
<b>Subtotal</b>			<b>\$10,470</b>

Cemetery District MSR Contract

The FY 2015-16 amended budget included \$6,300 for Baracco and Associates MSR Contract to prepare the Cemetery District MSR; no payments were made to Baracco in FY 2015-16. During the transition period between FYs, the Executive Committee agreed to pay Baracco \$2,400 for starting the MSRs, with the remaining \$3,900 contract to Uma Hinman Consulting to complete the MSR. However, those amounts were not included in the FY 2016-17 budget or the subsequent amendment.

North of Ten Mile Annexation Mapping Error

The Commission agreed that LAFCo should pay \$2,000 for a mapping correction for the North of 10 Mile Annexation. SHN Consulting prepared the map and invoiced LAFCo in July 2016. However, no budget amendment was made to capture that payment.

*Continued...*

Website Transition

In July 2016, a contract was approved with Planwest Partners to transition the Mendocino LAFCo website from an outdated platform to a WordPress platform. The contract was for \$2,460, however, the cost was less than anticipated and final billing was \$2,170. No budget amendment was made to recognize the contract.

Unanticipated Expenses

Other unanticipated expenses include a new office printer and late FY payment for televised meetings. A replacement printer was purchased for the office in December, which was unanticipated and unbudgeted. The printer cost \$237.55. The FY 2016-17 budget did not include any funds for office equipment.

In the FY 2015-16 amended budget, \$1,700 was budgeted for televising meetings. However, only \$780.00 was paid in FY 2015-16 due to a late invoice submission. Consequently, an invoice for \$1,200 was received in December 2016 for services provided in the previous FY. Because of the overlap, we are now exceeding our annual budget for the service, which is \$1,700 for this FY.

**RECOMMENDED ACTION**

Consider whether a budget amendment is appropriate and, if so, recommend the attached budget amendment to the Commission.

Attachment: 2017, 3-17 Budget Amendment

**Mendocino Local Agency Formation Commission  
Operating Budget**

ACCOUNT		FY 2016-17	FY 2016-17	FY 2016-17
#	DESCRIPTION	Adopted	Approved Amendment	Proposed Amendment
<b>REVENUE</b>				
4000	LAFCO Apportionment Fees	\$120,000.00	\$120,000.00	\$120,000.00
4030	Application Filing Fees	\$30,000.00	\$30,000.00	\$30,000.00
4100	Service Charges	\$0.00	\$0.00	\$0.00
4800	Miscellaneous	\$0.00	\$0.00	\$0.00
4910	Interest Income	\$120.00	\$120.00	\$120.00
	<b>Revenue Total</b>	<b>\$150,120.00</b>	<b>\$150,120.00</b>	<b>\$150,120.00</b>
<b>EXPENSES</b>				
5300	Basic Services (split between sub-accounts)	\$0.00	\$0.00	\$0.00
5301	Executive Officer Contract	\$43,000.00	\$44,080.00	\$44,080.00
5302	Clerk Contract	\$19,000.00	\$21,600.00	\$21,600.00
5500	Rent (split between sub-accounts)	\$0.00	\$0.00	\$0.00
5502	Office Space	\$4,800.00	\$4,800.00	\$4,800.00
5503	Work Room	\$360.00	\$360.00	\$360.00
5600	Office Expenses (split between sub-accounts)	\$0.00	\$0.00	\$0.00
5601	Office Supplies (petty cash)	\$700.00	\$700.00	\$700.00
5603	Photocopy	\$1,000.00	\$1,000.00	\$1,000.00
5605	Postage	\$300.00	\$300.00	\$300.00
5607	Office Equipment	\$0.00	\$0.00	\$238.00
5700	Internet & Website Costs	\$1,200.00	\$1,200.00	\$1,200.00
5900	Publication and Legal Notices	\$2,000.00	\$2,000.00	\$2,000.00
6000	Televising Meetings	\$1,700.00	\$1,700.00	\$2,900.00
6100	Audit Services	\$3,025.00	\$3,025.00	\$3,025.00
6200	Bookkeeping	\$4,800.00	\$4,800.00	\$4,800.00
6300	Legal Counsel	\$6,000.00	\$6,000.00	\$6,000.00
6400	A-87 Costs County Services	\$2,010.00	\$2,010.00	\$1,060.00
6500	Insurance-General Liability	\$1,000.00	\$1,000.00	\$1,000.00
6600	Memberships (CALAFCO/CSDA)	\$2,100.00	\$2,100.00	\$2,100.00
6740	In-County Travel & Stipends	\$4,300.00	\$4,300.00	\$4,300.00
6750	Travel & Lodging Expense	\$5,000.00	\$5,000.00	\$5,000.00
6800	Conferences (Registrations)	\$3,000.00	\$3,000.00	\$2,000.00
7000	Barraco & Associates MSR Contract	\$0.00	\$0.00	\$2,400.00
7000	Uma Hinman Consulting Cemetery Districts MSR Contract	\$0.00	\$0.00	\$3,900.00
6670	Planwest Website Transition Contract	\$0.00	\$0.00	\$2,170.00
6670	SHN Consultants FBRFPD North of Ten Mile Map Correction	\$0.00	\$0.00	\$2,000.00
7001	MSR Reviews - Admin	\$15,000.00	\$15,000.00	\$15,000.00
7501	SOI Updates	\$39,000.00	\$42,622.00	\$42,622.00
9000	Special District Training Support	\$0.00	\$0.00	\$160.00
	<b>Operating Expense Total</b>	<b>\$159,295.00</b>	<b>\$166,597.00</b>	<b>\$176,715.00</b>
8000	Application Filing Expenses	\$30,000.00	\$30,000.00	\$30,000.00
	<b>Expense Total</b>	<b>\$189,295.00</b>	<b>\$196,597.00</b>	<b>\$206,715.00</b>
	<b>REVENUE/EXPENSE DIFFERENCE</b>	-\$39,175.00	-\$46,477.00	-\$56,595.00
	<i>(Negative balance indicates use of fund balance)</i>			
	<b>Fund Balance</b>	73,968.00	73,968.00	73,968.00
	<i>(As of April 2016)</i>			
	<b>Reserves Total</b>	\$100,105.41	\$100,105.41	\$100,205.84
	<i>(As of February 2017)</i>			



**MENDOCINO**  
**Local Agency Formation Commission**

**Staff Report**

DATE: March 17, 2017  
TO: Executive Committee  
FROM: Uma Hinman, Executive Officer  
SUBJECT: Fiscal Year 2017-18 Budget Development

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Apportionment fee adjustment for FY 2015-16

Treasurer Ward discovered that the County mistakenly collected \$135,000 in apportionment fees, which should have been \$120,000 for FY 2015-16.

Implementation of new reserve policy

The newly adopted reserve policy specifies an operational reserve of 25 percent of the operational budget and \$50,000 legal reserves. Treasurer Ward withdrew \$10,000 from the reserves account on March 6<sup>th</sup> to reduce the reserves accordingly. The current reserves held in Mendocino Lake Credit Union are \$90,206.

Preliminary drafts of FY 2017-18 work plan and budget

Staff will present a preliminary work plan and budget for FY 2017-18 for discussion. Staff is requesting feedback and direction.

Financial Status Report

Treasurer Ward provided the following breakdown of LAFCo's current financial status and end of Fiscal Year 2016-17 projection.

Cash in Savings Bank, February 28, 2017	\$ 56,890.41
Transfer from Reserve Account to Cash in Savings Bank	\$ 10,000.00
Cash in Treasury (County) February 28, 2017	43,325.92
Total Funds in Accounts	\$ 110,216.33
Accounts Receivable - Apportionment still due	\$ 10,462.84
Total Funds Available	\$ 120,679.17
Accounts Payable - February 2017 Claims	\$ (15,334.81)
Accounts Payable - Remaining Claims Due to June 30, 2017	(84,272.86)
Application Deposit Held - City of Ukiah Detachment/UVSD	(1,532.75)
Application Deposit Held - AVCSO Latent Power & Annexation	(3,507.50)
2016/2017 Operating Budget Deficit	-
2016/2017 Proposed Additions to Operating Budget	-
Net Funds Available at 6-30-17	\$ 16,031.25
Reserve: General/Legal	\$ 90,206.00

Recommended Action:

- a. Discuss and determine how to rectify over collection of apportionment fees in FY 2015-16.
- b. Discuss what, if any, changes should be made in response to the new financial reserve policy.
- c. Discuss and provide direction to staff for development of Preliminary Budget FY 2017-18 and Preliminary Work Plan.
- d. Schedule March meeting to finalize Proposed Budget for distribution to districts and agencies.

Attachment: Apportionment Fees 2016/17  
Preliminary Work Plan  
Preliminary Budget  
Five-year MSR/SOI Scheduling Worksheet  
Mendocino LAFCo Budget and Financial Procedures

## 16\_17\_LAFCO

District Name	Invoice Number	Invoice Amount	Date Paid
Sanel Valley Fire District	760	\$474.52	7/7/2016
Ukiah Valley Fire District	761	\$2,051.88	7/7/2016
Leggett Valley Fire District	780	\$76.56	7/7/2016
Redwood Valley County Water District	767	\$1,960.04	7/8/2016
Laytonville County Water District	765	\$734.08	7/9/2016
Elk Community Services District	759	\$293.60	7/11/2016
Cemetery District of the Redwoods	771	\$142.92	7/11/2016
Covelo Fire District	778	\$315.80	7/11/2016
Long Valley Fire District	782	\$725.12	7/11/2016
Caspar South Water District	801	\$110.44	7/11/2016
Gualala CSD	802	\$831.28	7/11/2016
Redwood Valley-Calpella Fire District	785	\$824.68	7/13/2016
Mendocino Fire District	783	\$515.28	7/14/2016
Covelo Community Services District	791	\$328.68	7/14/2016
Brooktrails Community Services District	757	\$4,789.80	7/15/2016
Noyo Harbor District	758	\$913.44	7/15/2016
Mendocino Community Services District	762	\$1,264.16	7/15/2016
Mendocino County Russian River Flood Control District	768	\$639.04	7/15/2016
Anderson Valley Community Services District	787	\$918.60	7/15/2016
Willow Water District	800	\$1,282.64	7/15/2016
City of Ukiah	755	\$22,002.44	7/18/2016
Covelo Cemetery District	772	\$28.04	7/18/2016
Hopland Public Utility District	793	\$851.12	7/18/2016
Redwood Coast Fire District	798	\$326.72	7/18/2016
Potter Valley Community Services District	788	\$115.80	7/20/2016
Pacific Reefs Water District	797	\$49.84	7/20/2016
Westport Water District	799	\$294.56	7/21/2016
Elk County Water District	792	\$194.24	7/25/2016
Mendocino-Little River Cemetery District	774	\$77.80	7/27/2016
City of Fort Bragg	752	\$7,489.08	7/29/2016
Calpella County Water District	756	\$378.56	7/29/2016
Potter Valley Irrigation District	766	\$681.00	7/29/2016
Mendocino County Resource Conservation District	795	\$27.40	7/29/2016
Russian River Cemetery District	776	\$886.12	8/1/2016
Round Valley Water District	786	\$25.28	8/1/2016
Albion-Little River Fire District	777	\$363.40	8/3/2016
Fort Bragg Rural Fire District	779	\$583.12	8/3/2016
City of Willits	754	\$9,885.04	8/4/2016
Millview Water District	796	\$3,653.44	8/8/2016
Westport-Ten Mile Cemetery District	794	\$28.52	8/9/2016
Mendocino Coast Recreation District	763	\$1,166.16	8/22/2016
City of Point Arena	753	\$623.44	8/23/2016
South Coast Fire District	769	\$613.48	9/12/2016
Irish Beach Water District	764	\$463.72	
Anderson Valley Cemetery District	770	\$79.64	
Hopland Cemetery District	773	\$15.52	
Potter Valley Cemetery District	775	\$28.92	
Little Lake Fire District	781	\$1,281.88	
Piercy Fire District	784	\$47.56	
Comptche Community Services District	789	\$43.48	
Ukiah Valley Sanitation District	790	\$8,502.12	

Mendocino Coast Hospital District

	\$0.00
<b>Unpaid</b>	<b>\$10,462.84</b>
<b>Paid</b>	<b>\$69,537.16</b>
<b>Total</b>	<b>\$80,000.00</b>

**DRAFT Mendocino LAFCO MSR/SOI 5-Year Work Plan (FY 2017/18 - 2021/22)**

NOTE: The schedule and budget for each project identified in this two-year Work Plan is an estimate based on receiving complete information from applicable agencies within a reasonable time frame and minimal controversy through the public review process. This Work Plan will be reviewed and revised periodically to account for a more refined level of detail related to the

Year Adopted	Service Provider	MSR	SOI	Proposed Budget
<i>Estimated Work Plan roll-over from FY 2016/17</i>				\$ 20,000
<b>Fiscal Year 2017/18</b>				
2008	City of Fort Bragg	*	*	\$ 6,000
2006	Redwood Coast FPD	*	*	\$ 3,500
2011	Fort Bragg Rural FPD	*	*	\$ 5,000
2015	City of Willits		*	\$ 3,000
2010	Brooktrails Township CSD	*	*	\$ 8,000
2010	Covelo CSD	*	*	\$ 5,000
2008	Mendocino City CSD	*	*	\$ 8,000
2008	Mendocino Coast Rec & Park District	*	*	\$ 5,000
n/a	Mutual Water Companies (9) - profiles only			\$ 1,500
<i>Subtotal (FY 2017/18)</i>				\$ 45,000
<b>Fiscal Year 2018/19</b>				
2012	City of Ukiah	*	*	\$ 12,500
2013?	Ukiah Valley Sanitation District	*	*	\$ 10,000
n/a	Lighting Districts (11?)	*	*	\$ 6,500
n/a	CSAs (10? needs research)	*	*	\$ 7,500
<i>Subtotal (FY 2018/19)</i>				\$ 36,500
<b>Fiscal Year 2019/20</b>				
2015	City of Point Arena	*	*	\$ 7,500
2015	Anderson Valley CSD	*	*	\$ 4,000
2015, 2016	Water Districts (12)	*	*	\$ 20,000
<i>Subtotal (FY 2019/20)</i>				\$ 31,500
<b>Fiscal Year 2020/21</b>				
2016	Hopland PUD	*	*	\$ 3,500
2016	Mendocino Health Care District	*	*	\$ 5,000
2016	Mendocino County RCD	*	*	\$ 4,000
2016	Noyo Harbor District	*	*	\$ 5,000
2017	Cemetery Districts (8)	*	*	\$ 10,000
<i>Subtotal (FY 2020/21)</i>				\$ 27,500
<b>Fiscal Year 2021/22</b>				
2017	Russian River Flood Control District	*	*	\$ 3,500
2017	City of Fort Bragg	*	*	\$ 10,000
2017	Comptche CSD	*	*	\$ 3,500
2017	Elk Community CSD	*	*	\$ 3,500
2017	Potter Valley CSD	*	*	\$ 3,500
2017	Fire Districts (12)	*	*	\$ 18,000
<i>Subtotal (FY 2021/22)</i>				\$ 42,000
Note: City of Fort Bragg, City of Willits, and Redwood Coast FPD were started and partially billed in FY 2016/17				

## MENDOCINO LAFCO MSR/SOI SCHEDULING WORKSHEET

District/Agency	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
<b>Cemetery Districts</b>																	
Anderson Valley Cemetery District												SOI					*
Cemetery District of the Redwoods												SOI					*
Covelo Public Cemetery District												SOI					*
Hopland Cemetery District												SOI					*
Mendocino-Little River Cemetery District												SOI					*
Potter Valley Cemetery District												SOI					*
Russian River Cemetery District												SOI					*
Westport-Ten Mile Cemetery District												SOI					*
<b>Cities</b>																	
City of Fort Bragg			SOI									SOI					*
City of Point Arena										SOI					*		
City of Ukiah							MSR							*			
City of Willits										MSR			SOI				
<b>County Service Areas? (needs research)</b>																	
Ackerman Creek County Service Area														*			
Greater Willits Ambulance District														*			
Meadowbrook Manor Sanitation District														*			
Sea Dune Lake Community Services District														*			
South Coast Ambulance Community Services District														*			
Wild Gulch Fire District														*			
Mendocino Sanitary District														*			
Ridgewood Park Community Services District														*			
Westport Community Services District														*			
Willowbrook Manor Sanitation District														*			
<b>Community Services Districts</b>																	
Anderson Valley Community Services District									MSR	SOI					*		
Brooktrails Township Community Services District					SOI								*				
Comptche Community Services District											MSR	SOI					*
Covelo Community Services District					SOI								*				
Elk Community Services District											MSR	SOI					*



District/Agency	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Mendocino Coast Health Care District									MSR		SOI					*	
Mendocino Coast Recreation and Park District			SOI										*				
Mendocino County Resource Conservation District									MSR		SOI					*	
Noyo Harbor District									MSR		SOI					*	
<b>Mutual Water Companies (complete??)</b>																	
Albion Mutual Water Company													*				
Anchor Bay Mutual Water Company																	
Harwood Water System													*				
Hills Ranch Mutual Water Company													*				
North Gualala Water Company													*				
Pine Mountain Mutual Water Company													*				
Caspar South Service Company													*				
Point Arena Waterworks Inc.													*				
Point of View Mutual Water Company													*				
Rogina Water Company													*				
Surfwood Mutual Water Corporation													*				
The Woods													*				
Whiskey Shoals Water District													*				
<b>Water Districts</b>																	
Caspar South Water District								MSR		SOI					*		
Irish Beach Water District									MSR		SOI					*	
Millview County Water District								MSR		SOI					*		
Pacific Reefs Water District									MSR	SOI					*		
Potter Valley Irrigation District								MSR			SOI					*	
Redwood Valley County Water District								MSR			SOI					*	
Round Valley County Water District									MSR		SOI					*	
Calpella County Water District								MSR			SOI					*	
Laytonville County Water District									MSR	SOI					*		
Elk County Water District									MSR	SOI					*		
Russian River Flood Control and Water Conservation Improvement District								MSR				SOI					*
Westport County Water District								MSR?		SOI					*		
Willow County Water District								MSR		SOI					*		



District/Agency	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
<b>Wastewater Districts</b>																	
Gualala Community Services District									MSR		SOI					*	
Ukiah Valley Sanitation District								MSR?						*			
<b>Notes/Assumptions:</b>																	

Second round MSR/SOIs will be joint documents.



SBMC (February 28, 2017)	\$ 56,890.41
Transfer from Reserve Account to SBMC	\$ 10,000.00
County Account (January 31, 2017)	\$ 43,325.92
Apportionment fees due (January 31, 2017)	\$ 10,462.84
<b>Total Fund Balance (March 7, 2017)</b>	<b>\$ 120,679.17</b>
Application Deposit Held - City of Ukiah Deatchment/UVCSD	\$ (1,532.75)
Application Deposit Held - AVCSD Latent Power/Annexation	\$ (3,507.50)
<b>Total Available Fund Balance (March 7, 2017)</b>	<b>\$ 115,638.92</b>

Proposed MSR & SOI Reserves (estimated) <i>workplan roll over between fiscal years</i>	(From FY 16/17)	\$ 20,000.00
Operational Reserves		\$ 40,056.25
Legal Reserves		\$ 50,000.00
<b>Allocated Reserves</b>		<b>\$ 90,056.25</b>
Reserves Total (As of February 2017)		\$ 90,206.00