



COMMISSIONERS

Maureen Mulheren
Chair

County Member

Gerald Ward
Vice-Chair/Treasurer
Public Member

Madeline Cline
County Member

Gerardo Gonzalez
City Member

Candace Horsley
Special District Member

Susan Mahoney
Special District Member

Mari Rodin
City Member

Bruce Alfano
Alternate Public Member

Barbara Burkey
Alternate City Member

Adam Gaska
Alternate Special District Member

John Haschak
Alternate County Member

STAFF

Executive Officer
Uma Hinman

Senior Analyst
Larkyn Feiler

Analyst
Jennifer Crump

Counsel
Marsha Burch

REGULAR MEETINGS

First Monday of each month
at 9:30 AM in the
Mendocino County Board of
Supervisors Chambers
501 Low Gap Road, Ukiah

AGENDA

Regular Commission Meeting

Monday, September 14, 2026 at 9:30 a.m.

Location

**Mendocino County Board of Supervisors Chambers
501 Low Gap Road, Ukiah, CA 95482**

Meeting Format and Public Participation

The Mendocino Local Agency Formation Commission will conduct this meeting in a hybrid format, allowing both in-person and remote (video or telephone) participation by the public and staff, pursuant to Government Code section 54953. Unless otherwise authorized under AB 2449, Commissioners will attend the meeting in person at the location identified above.

Remote Participation Instructions

Join Meeting Live:

Please click the following Zoom link below to join the meeting or utilize the telephone option for audio only.

1. Zoom meeting link: <https://us02web.zoom.us/j/86583828190>

2. Telephone option (audio only):

Dial: **(669) 900-6833** (*Please note that this is not a toll-free number*)

Meeting ID: **865 8382 8190**

Public Comment Options:

Public participation is encouraged. Public comments may be submitted in the following ways:

1. Live: during the meeting via Zoom or telephone
2. Email: eo@mendolafco.org (by 9:00 a.m. on the day of the meeting)
3. Mail: Mendocino LAFCo, 200 S. School Street, Ukiah, CA 95482

All comments received will be provided to the Commission for consideration during the meeting.

Providing Live Public Comment

- Zoom participants: Use the *Raise Hand* feature under "Reactions." When joining the meeting, please enter your name so you can be identified when called upon.
- Telephone participants (audio only): Press *9 to raise your hand and *6 to unmute. When it is your turn to speak, you will be identified by the last four digits of your phone number (if available) and asked to state your name for the record.

*All regular meetings are live-streamed and recorded and are available on the
[Mendocino County YouTube Channel](#).
Links to meeting documents and approved minutes are available on the [LAFCo website](#).*

1. CALL TO ORDER and ROLL CALL

2. PUBLIC EXPRESSION

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. See public participation information above.

3. OTHER BUSINESS

3a) AB 2449 Notifications and Considerations

4. CONSENT CALENDAR

The following items are considered routine and non-controversial and will be acted upon by the Commission in a single action, without discussion, unless a Commissioner or a member of the public requests that an item be removed for discussion or separate action.

4a) July 6, 2026 Regular Meeting Summary

4b) Ratify July Claims & Financial Report

4c) August Claims & Financial Report

4d) Ratify Letter Opposing SB 1312 (Richardson, 2026) Cemeteries

4e) Ratify Letter Supporting Governor's Signature on SB 1439 Local Government Omnibus Bill

5. PUBLIC HEARING ITEMS

None

6. WORKSHOP ITEMS

None

7. MATTERS FOR DISCUSSION AND POSSIBLE ACTION

7a) Proposed Amendments to Conflict of Interest and Financial Disclosure Policies

Proposed amendment to Policy 6 Conflict of Interest and Financial Disclosure in conformance with recent changes in Political Reform Act and Fair Political Practices Commission regulations. RECOMMENDATION: (1) Adopt Resolution No. 2026-27-03 approving the amendments to Policy 6 Conflict of Interest and Financial Disclosures; (2) Direct staff to update the Mendocino LAFCo Policies & Procedures Manual and post the amended version on the Mendocino LAFCo website; and (3) Authorize staff to complete and submit the 2026 Local Agency Biennial Notice to the appropriate code reviewing body.

7b) Work Plan Implementation

The Commission will receive the Executive Officer's informational report on status and implementation of the annual Work Plan. RECOMMENDATION: Receive report.

7c) Annual Report Fiscal Year 2025-26

The Commission will receive the Executive Officer's Mendocino LAFCo Fiscal Year 2025-26 Annual Report. RECOMMENDATION: Receive report.

8. INFORMATION AND REPORT ITEMS

The following informational items are reports on current LAFCo activities, communications, studies, legislation, and special projects. General direction to staff for future action may be provided by the Commission. No immediate action will be taken on any of the following items.

8a) Work Plan, Current and Future Proposals (Written)

8b) Correspondence (Copies provided upon request)

8c) CALAFCO Business and Legislative Report

8d) Executive Officer's Report (Verbal)

- 8e) Committee Reports (Executive Committee, Policies & Procedures) (Verbal)**
- 8f) Commissioner Reports, Comments or Questions (Verbal)**

ADJOURNMENT

The next Regular Commission Meeting is scheduled for Monday, **October 5, 2026 at 9:30 AM** in the County Board of Supervisors Chambers at 501 Low Gap Road, Ukiah.

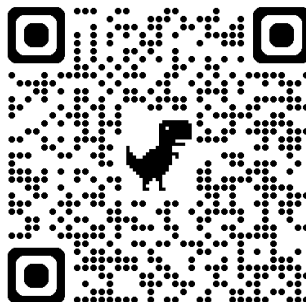
Notice: This agenda has been posted at least 72 hours prior to the meeting and in accordance with the Brown Act Guidelines and GOV 54953, including rules for teleconferencing.

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: Commission meetings are held via a hybrid model – the in-person option held in a wheelchair accessible facility and also by teleconference. Individuals requiring special accommodations to participate in this meeting are requested to contact the LAFCo office at (707) 463-4470 or by e-mail to eo@mendolafco.org. Notification 48 hours prior to the meeting will enable the Commission to make reasonable arrangements to ensure accessibility to this meeting. If attending by teleconference, if you are hearing impaired or otherwise would have difficulty participating, please contact the LAFCo office as soon as possible so that special arrangements can be made for participation, if reasonably feasible.

Fair Political Practice Commission (FPPC) Notice - Campaign Contribution Disclosure: If you are an applicant or agent of an applicant on a matter to be heard by the Commission and if you have made campaign contributions totaling \$500 or more to any Commissioner in the past 12 months, Government Code Section 84308 requires that you disclose the fact, either orally or in writing, for the official record of the proceedings.

To access the full agenda packet use the following QR code or visit our website at mendolafco.org.





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REGULAR MEETINGS

First Monday of each month
at 9:30 a.m. in the
Mendocino County Board
of Supervisors Chambers
501 Low Gap Road, Ukiah

AGENDA ITEM NO. 4a

DRAFT MEETING MINUTES

Regular Commission Meeting

Regular Meeting of Monday, July 6, 2026

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

1. CALL TO ORDER and ROLL CALL (Video Time 02:44)

Chair Mulheren called the meeting to order at 9:30 a.m.

Regular Commissioners Present: Gerald Ward, Gerardo Gonzalez, Candace Horsley, Susan Mahoney

Regular Commissioners Absent: Maureen Mulheren, Mari Rodin, Madeline Cline,

Alternate Commissioners Present: John Haschak, Barbara Burkey

Alternate Commissioners Absent: Bruce Alfano, Adam Gaska

Staff Present: Uma Hinman, Executive Officer; Jen Crump, Clerk/Analyst; Marsha Burch, Legal Counsel

2. PUBLIC EXPRESSION (Video Time 03:42)

Commissioner Burkey thanked all parties involved in the development of the City of Point Arena Municipal Service Review (MSR) and Sphere of Influence (SOI) Update.

3. OTHER BUSINESS

3a) AB 2449 Notifications and Considerations (Video Time 04:41)

Upon inquiry, Executive Officer (EO) Hinman explained that Assembly Bill (AB) 2449 constitutes the request for a Commissioner to participate in a public meeting via teleconferencing under emergency circumstances or under just cause.

4. CONSENT CALENDAR (Video Time 05:21)

4a) June 1, 2026 Regular Meeting Summary

The following discussion points and questions were asked by the Commission:

Chair Ward:

- Requested the total litigation legal costs. EO Hinman reported approximately \$10,600 in legal counsel expenses and approximately \$1,600 in estimated staff time. An additional \$3,500 in plaintiff-related costs for responding to Public Records Act (PRA) requests was noted but not counted towards the litigation total.
- Upon inquiry, EO Hinman confirmed approximately \$10,000 will be transferred to the checking account to cover the legal costs, with the remaining legal cost balance covered by existing funds in the checking account.

Commissioner Horsley:

- Requested clarification on who prepared the items for the PRA requests. EO Hinman responded it was herself, Analyst Feiler, and Counsel Burch.

4b) June Claims & Financial Report

June 2026 Claims totaling:	\$ 24,944.93
Hinman & Associates Consulting	\$21,508.14
Marsha Burch Law Office	\$2,025.00
Streamline	\$115.00
City of Ukiah (UVCC) (Office Space, Postage & Copies)	\$658.31
Commissioner Stipends	\$90.60
Mendocino County IS (Televised Meetings)	\$197.85
Newspapers (Publications and Legal Notices)	\$350.03

4c) Corrective Resolution No. 2026-27-01 for City of Ukiah Corporation Yard Annexation (LAFCo File No. A-2025-06)

The following discussion points and questions were asked by Chair Ward:

- Requested a summary of Item 4c for the public. EO Hinman reported that the resolution is an administrative correction of the final map and exhibit that were attached to the approving resolution adopted by the Commission for the City of Ukiah Corporation Yard application. Changes to the exhibits were limited to the certificate stamp on the map (Exhibit A) and the addition of a disclaimer on the legal description (Exhibit B). The corrective resolution ensures that the administrative record is clear; a corrective Certificate of Completion will also be recorded. EO Hinman confirmed that this will not delay the project, and there will be no change to the date of Commission approval or Certificate of Completion for the project.

4d) Legislative Support Letter – Senate Bill 1439 Local Government Omnibus Bill

The following discussion points and questions were asked by the Commission:

Commissioner Horsley:

- Upon inquiry, EO Hinman confirmed that the bill was to extend the mandated timeline for Orange LAFCo to complete an MSR for the Imperial Valley Healthcare District, which was created by special legislation, noting that a delay in establishing the district necessitated a delay the MSR.

Chair Ward:

- Requested clarification on why staff time is being spent on a legislative support letter for another agency when it doesn't directly apply to Mendocino LAFCo. EO Hinman explained that the support is intended to foster solidarity between the state's LAFCOs, and that this reciprocal support is helpful in moving requests through the legislative process.

There were no public comments.

Motion: Approve the Consent Calendar (Items 4a – 4d).		
Motion Maker: Gonzalez	Motion Second: Horsley	Outcome: Passed unanimously
Roll Call Vote: Item 4a: (5 - yes) Ward, Gonzalez, Horsley, Mahoney, Burkey, (1 - abstain) Haschak Items 4b-4d: (6 - yes) Ward, Gonzalez, Horsley, Mahoney, Rodin, Burkey, Haschak		

5. PUBLIC HEARING ITEMS (Video Time 10:47)

5a) Mendocino Coast Recreation and Park District Municipal Service Review and Sphere of Influence Update

The Commission held a public hearing to consider adoption of the Mendocino Coast Recreation and Park District (MCRPD/District) Municipal Service Review (MSR) and Sphere of Influence (SOI) Update Study as required by

LAFCo law. The final report includes written determinations on the level and scope of services provided by the City. EO Hinman presented the item. Kylie Felicich, MCRPD General Manager, and Dave Shpak, MCRPD Board Chair, attended the meeting.

The following discussion points and questions were asked by the Commission:

Commissioner Mahoney:

- Inquired about duplication of services within the City of Fort Bragg (City), noting that she has not seen a formal arrangement between the two agencies to avoid duplicated services since the Workshop hearing held in May.
- Shared concern regarding Measure A and the property tax sharing agreement between the City and the District, inquiring as to whether the agreement can be amended.
- Recommended that a focused review or MSR be conducted in two years, exploring duplication of services between MCRPD and the City and how the agencies are coordinating. Further adding that the 45 percent allocation of property tax proceeds be a focal point of the study; if property tax revenue decreased, it's not clear how the current SOI would be sustainable for MCRPD and whether it would impact the provision of service delivery across the geographically expansive service area.

Commissioner Gonzalez:

- Supported directing staff to develop a report focused on MCRPD and the City at a future date.

Commissioner Horsley:

- Recommended that staff conduct a report focused on exploring duplication of services between MCRPD and the City in two years.
- Inquired upon the approximate property tax revenue generated within the City compared to the rest of the District and how it factors into the 45 percent property tax allocation.

Chair Ward:

- Upon inquiry, EO Hinman responded that there are several options before the Commission in considering an appropriate SOI for an agency. In adopting a coterminous SOI, the Commission is communicating that the District's service provision within its boundary is adequate, although there may be room for improvement. Adopting a reduced SOI would communicate that the District is not able to provide services throughout its entire service area and should reduce the size of its boundary in the future. Adoption of a zero SOI indicates that the District should no longer exist and, in the future, should be dissolved.
- Requested clarification on when the City of Fort Bragg's MSR and SOI Update is scheduled. EO Hinman responded that it's tentatively scheduled for fiscal year (FY) 2027-28.

The public comment period opened at 9:50 a.m. and closed at 10:04 a.m. The following comments were made during the public comment period:

Dave Shpak, MCRPD Board Chair:

- Noted agreement with Commissioner Mahoney's discussion points, adding that several questions remain unanswered and that the calculations for property tax allocations by the County Auditor are still unknown.
- Commented that MCRPD is not subject to the jurisdiction of City of Fort Bragg ordinance, including Measure A, because District voters did not participate in Measure A. Mr. Shpak further maintained that an association between Measure A and the tax sharing agreement is misleading, noting that the 2012 tax sharing agreement is the sole basis for the allocation of property tax revenues, and requested the following edits:
 - Section 2.4.1, paragraph 3: remove the text "2012 Fort Bragg Measure A and the associated".
 - Section 3.3.1.4, MSR Determination #25: remove the text "Measure A and an associated".

- Upon inquiry, Counsel Burch confirmed that the tax sharing agreement is associated with Measure A and that removing the requested language would not necessarily be inaccurate, but it would be incomplete. Counsel Burch further explained that the District is not subject to the city code, but the tax sharing agreement has two parties, with one of those parties being the city. The 2012 tax sharing agreement reflects the will of the voters and the city, adding that it could not be amended, absent another vote of the people within the City of Fort Bragg. While the District might not technically be bound by the city code, the tax sharing agreement is governed by Measure A and subsequent City laws. Counsel Burch further noted that the Commission can recommend whether the MSR language should be removed.
- Mr. Shpak commented that MCRPD is not seeking to exit the tax sharing agreement with the City of Fort Bragg.

Kylie Felicich, MCRPD General Manager:

- Commented that the type of programming provided by MCRPD is important to the community and that exciting developments are underway at MCRPD. Ms. Felicich further commented that the District has a net positive financial standing for FY 2025-26.

Motion: The Executive Officer will prepare and present a report to the Commission in approximately two (2) years focused on the duplication of parks and recreation services within the City of Fort Bragg.		
Motion Maker: Mahoney	Motion Second: Gonzalez	Outcome: Passed unanimously
Roll Call Vote: (6) Ward, Gonzalez, Horsley, Mahoney, Haschak, Burkey		

Motion: 1) Find the Mendocino Coast Recreation and Park District Municipal Service Review is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Title 14 of the California Code of Regulations (14 CCR) §15306 (Class 6 Exemption), and find the Mendocino Coast Recreation and Park District Sphere of Influence Update is exempt from CEQA pursuant to 14 CCR §15061(b)(3) (General Rule), and approve the Notice of Exemption for filing; and 2) Adopt LAFCo Resolution 2026-27-02, approving the Mendocino Coast Recreation and Park District Municipal Service Review and Sphere of Influence Update Study, affirming the 2008 Sphere that is coterminous with the District boundary.		
Motion Maker: Gonzalez	Motion Second: Mahoney	Outcome: Passed unanimously
Roll Call Vote: (6) Ward, Gonzalez, Horsley, Mahoney, Haschak, Burkey		

6. WORKSHOP ITEMS (Video Time 46:23)

None

7. MATTERS FOR DISCUSSION AND POSSIBLE ACTION (Video Time 46:30)

None

8. INFORMATION AND REPORT ITEMS

8a) Work Plan, Current and Future Proposals (Video Time 46:31)

EO Hinman reported the Russian River Flood Control and Water Conservation Improvement District's (RRFC) proposed annexation of the Redwood Valley County Water District's (RVCWD) Complete Service Area application is progressing. Both the County Board of Supervisors and RRFC Board of Directors will be considering adopting a zero tax sharing agreement. Staff anticipate holding the public hearing for Commission consideration in September.

For both the City of Willits and Laytonville County Water District (LCWD) MSRs, staff are waiting for outstanding information before the documents can be completed. EO Hinman has been coordinating with Mendocino Coast Health Care District (MCHCD) representatives to initiate the MSR process. Staff continue to work on developing the fire and emergency medical services (EMS) regional summary and individual agency studies.

The following questions and discussion points were asked by the Commission:

Chair Ward:

- Upon inquiry, EO Hinman responded that, as is the case with the RRFC application, applicant coordination with the County CEO's office and County Board of Supervisors is helpful in facilitating the property tax agreement process.
- Upon further inquiry, EO Hinman responded that the MSR for the Piercy Fire Protection District (PFPD) is in progress. Administrative drafts for both the City of Willits and LCWD are being reviewed by their respective agencies, but it's unknown when staff will receive their responses.

8b) Correspondence (Video Time 49:47)

None

8c) CALAFCO Business and Legislation Report (Video Time 49:48)

EO Hinman reported that nominations are open for the 2026 California Association of Local Agency Formation Commissions (CALAFCO) achievement awards. The deadline is in August.

As part of its efforts to better engage and support its members, CALAFCO and its members are revising the LAFCo regions. There are currently five regions based on geographic proximity. The proposed changes increase the number of regions to improve balance of representation, uneven staff and Commissioner engagement, and correct geographic misalignment. In the current proposal, Mendocino LAFCo remains in the Northern Region, which also includes Lake, Colusa, Butte, and Plumas counties. Most of the changes would take place in the Bay Area, Central California, and Southern California regions. The proposed changes will be considered at a future CALAFCO Board meeting.

The CALAFCO Annual Conference will be held towards the end of October in Sacramento. EO Hinman reported that the budget allows for up to five (5) commissioners to attend.

The following questions and discussion points were asked by the Commission:

Commissioner Horsley:

- Expressed appreciation for CALAFCO staff support with accessing the online fiscal training.

Chair Ward:

- Expressed interest in nominating EO Hinman for the 2026 CALAFCO achievement awards.

8d) Executive Officer's Report (Video Time 53:26)

EO Hinman reported that she is working on the second Annual Report to the Commission. The report will incorporate a list of tickler items to follow up on as an attachment.

In addition, EO Hinman is developing a Commissioner Handbook to be used as an introduction to LAFCo for new Commissioners and as a general resource for the Commission. EO Hinman requested direction on whether the draft Commissioner Handbook should be brought forward to the Policies and Procedures Committee first before going to the Commission.

Staff anticipate that the agenda for an August meeting will be light, with the possibility of canceling the August meeting. Reminder that the September meeting will be held on the 14th due to Labor Day.

8e) Committee Reports (Executive Committee, Policies & Procedures) (Video Time 55:06)

None

8f) Commissioners Reports, Comments or Questions (Video Time 55:10)

Commissioner Haschak commented that a Commissioner Handbook is a great idea and would be an informational, introductory resource for new Commissioners. Further, Commissioner Horsley recommended adding a breakdown of special district fees to the Commissioner Handbook.

There were no public comments.

9. CLOSED SESSION

9a) Conference with Legal Counsel – Anticipated Litigation (Video Time 56:59)

Pursuant to Government Code Section 54956.9(d)(2) – significant exposure to litigation (1 case)

The meeting went into closed session at 10:26 a.m. and resumed open session at 10:40 a.m. No action was taken.

ADJOURNMENT (Video Time 01:11:11)

There being no further business, the meeting adjourned at 10:40 a.m.

The next regular meeting of the Commission is scheduled for Monday, **August 3, 2026**, at 9:30 a.m. The meeting will be conducted in a hybrid format to accommodate both in-person and remote participation. The in-person meeting will be held in the County Board of Supervisors Chambers at 501 Low Gap Road, Ukiah.

Live web streaming and recordings of Commission meetings are available via the County of Mendocino's YouTube Channel [July 6, 2026](#) YouTube meeting recording. Links to recordings and approved minutes are also available on the [LAFCo website](#).



STAFF REPORT

Agenda Item No. 4b	
MEETING DATE	September 14, 2026
MEETING BODY	Mendocino Local Agency Formation Commission
FROM	Uma Hinman, Executive Officer
SUBJECT	Claims and Financial Report

RECOMMENDED ACTION

Approve the July 2026 claims and financial report.

Name	Account Description	Amount	Total
Hinman & Associates Consulting, Inc.	5300 Basics Services	\$ 12,703.75	\$ 15,126.13
	5601 Office Supplies (QB)	\$ 115.00	
	5700 Internet (Comcast)	\$ 102.38	
	6200 Bookkeeping	\$ 500.00	
	7001 Countywide Fire/EMS Studies	\$ 1,020.00	
	8033 P-2025-01 City of Ukiah Reorg Pre-App	\$ 315.00	
	8037 A-2025-05 RRFC Annex RVCWD	\$ 370.00	
Commissioner Stipends	6740 In-County Travel & Stipends Susan Manhoney (July)	\$ 92.56	\$ 92.56
Marsha Burch	6300 Legal Counsel (General) 8037 RRFC Annex RVCWD	\$ 2,497.50 \$ 225.00	\$ 2,722.50
Streamline	5700 Website Hosting	\$ 115.00	\$ 115.00
CALAFCO	6600 Memberships	\$ 2,744.00	\$ 2,744.00
Newspapers	5900 Publications and Legal Notices	\$ 329.13	\$ 329.13
Mendocino County IS	6000 Televised Meetings	\$ 455.06	\$ 455.06
SDRMA	6500 Insurance	\$ 3,831.29	\$ 3,831.29
City of Ukiah (UVCC)	5500 Office Space 5600 Postage and copies	\$ 607.75	\$ 607.75
Total Claims			\$ 26,023.42

Deposits:

Transfers: \$10,000 (transfer from SBMC to Westamerica for legal reserve reimbursement)

ATTACHMENTS

- (1) Statement of Revenue & Expenses – Budget vs Actual
- (2) FY 2026-27 Budget Tracking
- (3) Invoices: Hinman & Associates Consulting, Marsha Burch Law Office

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

Statement of Revenue and Expenses Budget vs. Actual

Fiscal Year: 2027 Through Period: 1

August 1, 2026

		Budget					
Account	Description	Adopted	Adjustments	Revised	Actuals	Remaining Budget	% of Budget
REVENUE							
	Use of Cash Balance	53,000.00		53,000.00	53,000.00		
Intergovernmental Revenues							
4000	County of Mendocino	91,666.66	-	91,666.66	-	-	0.0%
4000	Cities of Mendocino County	91,666.67	-	91,666.67	-	-	0.0%
4000	Independent Special Districts	91,666.67	-	91,666.67	-	-	0.0%
Total Intergovernmental Revenues		275,000.00	-	275,000.00	-	-	0.0%
Charges for Services (Fees and Reimbursements)							
4100	Charges for Services	8,000.00	-	8,000.00	225.00	7,775.00	2.8%
Total Charges for Services		8,000.00	-	8,000.00	225.00	7,775.00	2.8%
Miscellaneous Revenue							
4800	Miscellaneous Revenue	-	-	-	-		
4910	Interest	2,000.00	-	2,000.00	-	2,000.00	0.0%
Total Miscellaneous Revenue		2,000.00	-	2,000.00	-	2,000.00	0.0%
TOTAL REVENUE		338,000.00	-	338,000.00		9,775.00	0.0%
EXPENDITURES							
Basic Services (Staffing)							
5300	Basic Services	155,000.00	-	155,000.00	12,703.75	142,296.25	8.2%
Total Basic Services		155,000.00	-	155,000.00	12,703.75	142,296.25	8.2%
Services and Supplies							
5500	Rent	8,500.00		8,500.00	607.75	7,892.25	7.2%
5500	Rent (Board Chambers)			-	-		
5600	Office Expenses	3,500.00		3,500.00	115.00	3,385.00	3.3%
5700	Internet & Website	4,500.00		4,500.00	217.38	4,282.62	4.8%
5900	Publication and Legal Notices	2,000.00		2,000.00	329.13	1,670.87	16.5%
6000	Televising Meetings	2,000.00		2,000.00	455.06	1,544.94	22.8%
6100	Audit Services	8,000.00		8,000.00	-	8,000.00	0.0%
6200	Bookkeeping	5,500.00		5,500.00	500.00	5,000.00	9.1%
6300	Legal Counsel	20,000.00		20,000.00	2,497.50	17,502.50	12.5%
6400	A-87 Costs County Services	6,000.00		6,000.00	-	6,000.00	0.0%
6500	Insurance - General Liability	3,800.00		3,800.00	3,831.29	(31.29)	100.8%
6600	Memberships (CALAFCO/CSDA)	4,200.00		4,200.00	2,744.00	1,456.00	65.3%
6670	GIS Contract (County)	2,500.00		2,500.00	-	2,500.00	0.0%
6740	In-County Travel & Stipends	1,500.00		1,500.00	92.56	1,407.44	6.2%
6750	Travel & Lodging Expense	6,000.00		6,000.00	-	6,000.00	0.0%
6800	Conferences (Registrations)	5,000.00		5,000.00	-	5,000.00	0.0%
7000	Work Plan (MSR/SOI)	100,000.00		100,000.00	1,020.00	98,980.00	1.0%
9000	Misc Expenses (bank fees)	-		-	-	-	0.0%
Total Services and Supplies		183,000.00	-	183,000.00	12,409.67	170,590.33	6.8%
TOTAL EXPENDITURES		338,000.00	-	338,000.00	25,113.42	312,886.58	7.4%
Beginning Fund Balance					247,393.00		
Total Revenues		338,000.00		338,000.00	-		0.0%
Total Expenditures		338,000.00	-	338,000.00	25,113.42		7.4%
Net Surplus/(Deficit)		-	-	-	(25,113.42)		
Current Available Fund Balance					222,279.58		

MENDOCINO LAFCO FY 2026-27 BUDGET TRACKING

BUDGET SUMMARY		2026-27 Budget	July	Totals To Date	% Expended
	Starting Balance (Checking + Treasury)	168,708.90	168,708.90		
	Total Revenue	285,000.00	1,135.00	1,135.00	
	Total Expenses	-	26,023.42	25,113.42	
	Projected End Balance (Checking + Treasury)	453,708.90	143,820.48		
FUND BALANCES		Beginning Balance			
	Treasury (apportionments held in Treasury, transferred to Checking for claims)	83,375.59	83,375.59		
	Checking Account (Bank Statement)	85,333.31	85,333.31		
	Reserves (Bank Statement)	125,102.18	125,102.18		

Account #	REVENUE				
4000	LAFCo Apportionments Fees (Transfer from Treasury to Checking for claims)	275,000.00		-	
4100	Fees and Reimbursements			-	
4800	Miscellaneous			-	
4910	Interest	2,000.00		-	
8000	Applications				
4150	Service Fee Revenue	8,000.00	225.00	225.00	
80XX	Contract Staff		910.00	910.00	
TOTAL		\$ 285,000.00	\$ 1,135.00	\$ 1,135.00	

Account #	EXPENSES				
OPERATIONS					
5300	Basic Services	155,000.00	12,703.75	12,703.75	8%
5500	Rent	8,500.00	607.75	607.75	7%
5500	Rent (Board Chambers)			-	
5600	Office Expenses	3,500.00	115.00	115.00	3%
5700	Internet & Website	4,500.00	217.38	217.38	5%
5900	Publication and Legal Notices	2,000.00	329.13	329.13	16%
6000	Televising Meetings	2,000.00	455.06	455.06	23%
6100	Audit Services	8,000.00		-	0%
6200	Bookkeeping	5,500.00	500.00	500.00	9%
6300	Legal Counsel	20,000.00	2,497.50	2,497.50	12%
6300	Legal Counsel (Litigation)				
6400	A-87 Costs County Services	6,000.00		-	0%
6500	Insurance - General Liability	3,800.00	3,831.29	3,831.29	101%
6600	Memberships (CALAFCO/CSDA)	4,200.00	2,744.00	2,744.00	65%
6670	GIS Contract (County)	2,500.00		-	0%
6740	In-County Travel & Stipends	1,500.00	92.56	92.56	6%
6750	Travel & Lodging Expense	6,000.00		-	0%
6800	Conferences (Registrations)	5,000.00		-	0%
7000	Work Plan (MSR/SOI)	100,000.00	1,020.00	1,020.00	1%
9000	Misc Expenses (bank fees)	-		-	
TOTAL		338,000.00	25,113.42	25,113.42	7%
8000	APPLICATIONS & SPECIAL PROJECTS	Deposits TD		Deposit Remaining	
8028	Elk CSD Activation of Latent Powers (L-2022-01)	5,000.00		4,926.75	73.25
8031	AVCSD Annexation of SOI (A-2023-01)	6,000.00		5,821.50	178.50
8032	Fort Bragg Pre-Application Request (P-2023-02)	2,500.00		1,615.00	885.00
8033	City of Ukiah Reorganization Pre-Application (P-2025-01)	20,000.00	410.00	10,530.00	9,470.00
8037	RRFC Annex RVCWD (A-2025-05)	9,455.60	725.00	4,036.90	5,418.70
		1,135.00		30,172.65	
Applications Less Service Fees Subtotal			910.00	910.00	
Service Fees Subtotal			225.00	225.00	
TOTAL			1,135.00	1,135.00	
EXPENSES TOTAL			26,248.42	26,248.42	
MONTHLY CLAIMS TOTAL (not including service fees and bank fees)			26,023.42		



Hinman & Associates Consulting

PO Box 1251 | Cedar Ridge, CA 95924
(916) 813-0818 | uhinman@comcast.net

Date July 27, 2026
To Mendocino LAFCo
Project Executive Officer Services
Work Period June 28 - July 26, 2026

Invoice No. 972
Invoice Total \$ 15,126.13

Account	Description	Staff/Hours			Other (At Cost)	Totals
		Executive Officer \$125	Sr Analyst \$100	Analyst \$90		
5300	Basic Services Public Records Act Requests	82.25	6.00	20.25		\$ 12,703.75
5601	Office Supplies Quickbooks Online fees				\$ 115.00	\$ 115.00
5700	Internet & Website Costs (Comcast)				\$ 102.38	\$ 102.38
6200	Bookkeeping	4.00				\$ 500.00
7001	Countywide Fire/EMS MSR/SOI Updates	1.50		9.25		\$ 1,020.00
8033	City of Ukiah Pre-Application P-2025-01	1.00	1.00	1.00		\$ 315.00
8037	RRFC Annexation of RVCWD A-2025-05		1.00	3.00		\$ 370.00
Totals		\$ 11,093.75	\$ 800.00	\$ 3,015.00	\$ 217.38	\$ 15,126.13

5300 Basic Services

Administrative tasks, file research and maintenance of official records and files. Respond to public inquiries and research requests. Respond to PRA requests. Prepare and process July claims. Website updates. Prepare meeting minutes. Develop agenda packet and attend July Commission meeting and July 29 Executive Committee Meeting. Coordination meetings with Legal Counsel and staff. Development of Draft Commissioner Handbook. Development of year-end financial report. Staff meetings and coordination with legal counsel.

6200 Bookkeeping

Entered claims into Quickbooks and prepared checks. Reconciled Quickbooks.

7001 Work Plan - Fire/EMS Agencies (Sphere of Influence Updates, Municipal Service Reviews)

Coordination meetings with Fire District Association County Coordinator. Drafting administrative draft MSR for Piercy Fire Protection District.

8033 City of Ukiah Pre-Application for Reorganization (P-2025-01)

Coordination meetings with City staff; research statutes.

8037 RRFC Annex RVCWD Application (A-2025-05)

Review application materials.

COMCAST
BUSINESS

Mendocino Lafco

Account number
8155 30 052 0354952

For service at:
200 S SCHOOL ST STE K
UKIAH CA 95482-4828

Thanks for choosing Comcast Business

Need help?
Visit business.comcast.com/help or
call 1-800-391-3000

Ready to pay?
Visit business.comcast.com/myaccount

Your monthly account summary

Previous balance	102.38
Credit Card Payment Jul 04, 2026	-102.38 cr
New charges	
Comcast Business services	99.90
Taxes and fees	2.48

Amount due **\$102.38**
Payment due Aug 04, 2026



Manage your services online

Your Comcast Business account online is the one-stop destination to pay your bill and manage your services. Visit business.comcast.com/myaccount.

Service updates

See the "additional information" section for upcoming service updates.

COMCAST
BUSINESS

PO BOX 4118 ENGLEWOOD CO 80155
8633 0500 DY RP 09 07102026 NNNNNNNN 01 999439

MENDOCINO LAFCO
ATTN UMA HINMAN
200 S SCHOOL ST STE K
UKIAH, CA 95482-4828

Account number **8155 30 052 0354952**
Automatic payment due **Aug 04, 2026**
Please pay **\$102.38**
Credit Card Payment To Be Applied 08/04/26

COMCAST
PO BOX 60533
CITY OF INDUSTRY CA 91716-0533

815530052035495200102384



Intuit Inc.
2800 E. Commerce Center Place
Tucson, AZ 85706

Invoice

Invoice number: 10001511774893
Total: \$115.00
Date: Jul 19, 2026
Payment method: VISA ending
Payment authorization code: 663501

Bill to

Executive Officer
Mendocino LAFCo
200 S School St
Ukiah, CA 95482-4828
US
Address may be standardized for tax purposes
Company ID: 123145824398352

Payment details

Item	Qty	Unit price	Amount
QuickBooks Online Plus	1	\$115.00	\$115.00
Sales tax - Exempt:			\$0.00
Total invoice:			\$115.00

Tax reporting information

Period for monthly fees:	Jul 19, 2026 - Aug 19, 2026
Total without tax:	\$115.00
Total tax:	\$0.00

(1) For subscriptions, we will charge or bill you in accordance with your selected payment method at the then-current list price until you cancel. If you have a discount it will apply to the then-current list price until it expires or is canceled. To cancel your subscription at any time, go to the Subscriptions and billing page and cancel the subscription. If your subscription is managed by an account manager, contact your account manager for changes to your subscription. (2) For one-time services, your payment method on file will reflect the charge in the amount referenced in this invoice. Terms, conditions, pricing, features, service, and support options are subject to change without notice.

Amounts are shown in USD. All dates and times are Pacific Standard Time (PST).

Marsha Burch

420 Providence Mine Road, Suite 101
Nevada City, CA 95959

INVOICE

Invoice # 290
Date: 07/27/2026
Due On: 08/26/2026

Mendocino LAFCo

00201-Mendocino LAFCo

General Counsel

Type	Date	Notes	Quantity	Rate	Total
Service	06/23/2026	Research; draft resolution and corrective certificate of completion for Corporation Yard Annexation	1.20	\$225.00	\$270.00
Service	06/24/2026	Respond to question re Govt. Code 56883	0.20	\$225.00	\$45.00
Service	06/25/2026	Respond to question re MCRPD 2025 FYE audited financial statements	0.20	\$225.00	\$45.00
Service	06/26/2026	Review corrected COC and resolution; msg. to EO; staff meeting	0.80	\$225.00	\$180.00
Service	06/29/2026	Review staff report re corrective resolution; research	0.40	\$225.00	\$90.00
Service	06/30/2026	Revise MCRPD language; mtg. with EO	1.20	\$225.00	\$270.00
Service	06/30/2026	Review changes to MCRPD MSR/SOI; mtg. with EO;	1.00	\$225.00	\$225.00
Service	07/02/2026	Revise Corrective COC for corporation yard annexation	0.50	\$225.00	\$112.50
Service	07/03/2026	Staff meeting	0.80	\$225.00	\$180.00
Service	07/05/2026	Prepare for closed session	0.60	\$225.00	\$135.00
Service	07/06/2026	Prepare for and attend LAFCo meeting; respond to question re corrective COC; review correspondence re RRFC's tax share agreement	1.80	\$225.00	\$405.00
Service	07/07/2026	Research and respond to questions regarding health care district MSR	0.60	\$225.00	\$135.00
Service	07/17/2026	Staff meeting	1.00	\$225.00	\$225.00
Service	07/18/2026	Research and draft annexation questions re RRFC; msg. to EO	1.00	\$225.00	\$225.00

A-2025-05

Service	07/21/2026	Review Ex Comm agenda; msg. to EO	0.20	\$225.00	\$45.00
Service	07/24/2026	Staff meeting	0.60	\$225.00	\$135.00
				Total	\$2,722.50

Detailed Statement of Account

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
290	08/26/2026	\$2,722.50	\$0.00	\$2,722.50
Outstanding Balance				\$2,722.50
Total Amount Outstanding				\$2,722.50

Please make all amounts payable to: Marsha Burch

Please pay within 30 days.

General Services = \$2,497.50
A-2025-05 = \$ 225.00

Marsha Burch

420 Providence Mine Road, Suite 101
Nevada City, CA 95959

INVOICE

Invoice # 290
Date: 07/27/2026
Due On: 08/26/2026



Pay your invoice online

To pay your invoice, open the camera on your mobile device and place the QR code in the camera's view.

Or, [click here](#) if you're viewing on a computer or smartphone.



STAFF REPORT

Agenda Item No. 4c	
MEETING DATE	September 14, 2026
MEETING BODY	Mendocino Local Agency Formation Commission
FROM	Uma Hinman, Executive Officer
SUBJECT	Claims and Financial Report

RECOMMENDED ACTION

Approve the August 2026 claims and financial report.

Name	Account Description	Amount	Total
Hinman & Associates Consulting, Inc.	5300 Basics Services	\$ 11,887.50	\$ 22,908.92
	5601 Office Supplies (QB, Phone.com)	\$ 377.79	
	5700 Internet (Comcast)	\$ 102.38	
	6200 Bookkeeping	\$ 500.00	
	7001 Countywide Fire/EMS Studies	\$ 5,705.00	
	8033 P-2025-01 City of Ukiah Reorg Pre-App	\$ 3,198.75	
	8037 A-2025-05 RRFC Annex RVCWD	\$ 1,137.50	
Marsha Burch	6300 Legal Counsel (General)	\$ 1,012.50	\$ 1,417.50
	8033 Ukiah Reorganization (P-2025-01)	\$ 405.00	
Streamline/CivicPlus	5700 Website Hosting	\$ 115.00	\$ 115.00
CALAFCO	6800 Conference Registrations	\$ 4,050.00	\$ 4,050.00
City of Ukiah (UVCC)	5500 Office Space	\$ 607.75	\$ 628.64
	5600 Postage and copies	\$ 20.89	
Total Claims			\$ 29,120.06

Deposits:

Transfers: \$100,000 (Apportionments)

ATTACHMENTS

- (1) Statement of Revenue & Expenses – Budget vs Actual
- (2) FY 2026-27 Budget Tracking
- (3) Invoices: Hinman & Associates Consulting, Marsha Burch Law Office

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

Statement of Revenue and Expenses Budget vs. Actual

Fiscal Year: 2027 Through Period: 2

September 1, 2026

Account	Description	Budget			Actuals	Remaining Budget	% of Budget
		Adopted	Adjustments	Revised			
REVENUE							
	Use of Cash Balance	53,000.00		53,000.00	53,000.00		
Intergovernmental Revenues							
4000	County of Mendocino	91,666.66	-	91,666.66	-	-	0.0%
4000	Cities of Mendocino County	91,666.67	-	91,666.67	-	-	0.0%
4000	Independent Special Districts	91,666.67	-	91,666.67	-	-	0.0%
Total Intergovernmental Revenues		275,000.00	-	275,000.00	-	-	0.0%
Charges for Services (Fees and Reimbursements)							
4100	Charges for Services	8,000.00	-	8,000.00	903.75	7,096.25	11.3%
Total Charges for Services		8,000.00	-	8,000.00	903.75	7,096.25	11.3%
Miscellaneous Revenue							
4800	Miscellaneous Revenue	-	-	-	-		
4910	Interest	2,000.00	-	2,000.00	78.36	1,921.64	3.9%
Total Miscellaneous Revenue		2,000.00	-	2,000.00	78.36	1,921.64	3.9%
TOTAL REVENUE		338,000.00	-	338,000.00		9,017.89	0.0%

EXPENDITURES

Basic Services (Staffing)

5300	Basic Services	155,000.00	-	155,000.00	24,591.25	130,408.75	15.9%
Total Basic Services		155,000.00	-	155,000.00	24,591.25	130,408.75	15.9%

Services and Supplies

5500	Rent	8,500.00		8,500.00	1,215.50	7,284.50	14.3%
5500	Rent (Board Chambers)			-	-		
5600	Office Expenses	3,500.00		3,500.00	513.68	2,986.32	14.7%
5700	Internet & Website	4,500.00		4,500.00	434.76	4,065.24	9.7%
5900	Publication and Legal Notices	2,000.00		2,000.00	329.13	1,670.87	16.5%
6000	Televising Meetings	2,000.00		2,000.00	455.06	1,544.94	22.8%
6100	Audit Services	8,000.00		8,000.00	-	8,000.00	0.0%
6200	Bookkeeping	5,500.00		5,500.00	1,000.00	4,500.00	18.2%
6300	Legal Counsel	20,000.00		20,000.00	3,510.00	16,490.00	17.6%
6400	A-87 Costs County Services	6,000.00		6,000.00	-	6,000.00	0.0%
6500	Insurance - General Liability	3,800.00		3,800.00	3,831.29	(31.29)	100.8%
6600	Memberships (CALAFCO/CSDA)	4,200.00		4,200.00	2,744.00	1,456.00	65.3%
6670	GIS Contract (County)	2,500.00		2,500.00	-	2,500.00	0.0%
6740	In-County Travel & Stipends	1,500.00		1,500.00	92.56	1,407.44	6.2%
6750	Travel & Lodging Expense	6,000.00		6,000.00	-	6,000.00	0.0%
6800	Conferences (Registrations)	5,000.00		5,000.00	4,050.00	950.00	81.0%
7000	Work Plan (MSR/SOI)	100,000.00		100,000.00	6,725.00	93,275.00	6.7%
9000	Misc Expenses (bank fees)	-		-	10.00	(10.00)	0.0%
Total Services and Supplies		183,000.00	-	183,000.00	24,910.98	158,089.02	13.6%

TOTAL EXPENDITURES		338,000.00	-	338,000.00	49,502.23	288,497.77	14.6%
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Beginning Fund Balance					247,393.00		
Total Revenues		338,000.00		338,000.00	-		0.0%
Total Expenditures		338,000.00	-	338,000.00	49,502.23		14.6%
Net Surplus/(Deficit)		-	-	-	(49,502.23)		
Current Available Fund Balance					197,890.77		

MENDOCINO LAFCO FY 2026-27 BUDGET TRACKING

BUDGET SUMMARY		2026-27 Budget	July	August	Totals To Date	% Expended
	Starting Balance (Checking + Treasury)	168,708.90	168,708.90	203,108.02		
	Total Revenue	285,000.00	1,213.36	105,420.00	106,633.36	
	Total Expenses	-	26,028.42	29,125.06	49,502.23	
	Projected End Balance (Checking + Treasury)	453,708.90	143,893.84	179,402.96		
FUND BALANCES		Beginning Balance				
	Treasury (apportionments held in Treasury, transferred to Checking for claims)	83,375.59	83,375.59	83,375.59		
	Checking Account (Bank Statement)	85,333.31	85,333.31	119,732.43		
	Reserves (Bank Statement)	125,102.18	125,102.18	135,256.04		

Account #	REVENUE				
4000	LAFCo Apportionments Fees (Transfer from Treasury to Checking for claims)	275,000.00		100,000.00	100,000.00
4100	Fees and Reimbursements				-
4800	Miscellaneous				-
4910	Interest	2,000.00	78.36		78.36
8000	Applications				
4150	Service Fee Revenue	8,000.00	225.00	678.75	903.75
80XX	Contract Staff		910.00	4,741.25	5,651.25
TOTAL		\$ 285,000.00	\$ 1,213.36	\$ 105,420.00	\$ 106,633.36

Account #	EXPENSES					
OPERATIONS						
5300	Basic Services	155,000.00	12,703.75	11,887.50	24,591.25	16%
5500	Rent	8,500.00	607.75	607.75	1,215.50	14%
5500	Rent (Board Chambers)				-	
5600	Office Expenses	3,500.00	115.00	398.68	513.68	15%
5700	Internet & Website	4,500.00	217.38	217.38	434.76	10%
5900	Publication and Legal Notices	2,000.00	329.13		329.13	16%
6000	Televising Meetings	2,000.00	455.06		455.06	23%
6100	Audit Services	8,000.00			-	0%
6200	Bookkeeping	5,500.00	500.00	500.00	1,000.00	18%
6300	Legal Counsel	20,000.00	2,497.50	1,012.50	3,510.00	18%
6400	A-87 Costs County Services	6,000.00			-	0%
6500	Insurance - General Liability	3,800.00	3,831.29		3,831.29	101%
6600	Memberships (CALAFCO/CSDA)	4,200.00	2,744.00		2,744.00	65%
6670	GIS Contract (County)	2,500.00			-	0%
6740	In-County Travel & Stipends	1,500.00	92.56		92.56	6%
6750	Travel & Lodging Expense	6,000.00			-	0%
6800	Conferences (Registrations)	5,000.00		4,050.00	4,050.00	81%
7000	Work Plan (MSR/SOI)	100,000.00	1,020.00	5,705.00	6,725.00	7%
9000	Misc Expenses (bank fees)	-	5.00	5.00	10.00	
TOTAL		338,000.00	25,118.42	24,383.81	49,502.23	15%
8000 APPLICATIONS & SPECIAL PROJECTS		Deposits TD				Deposit Remaining
8028	Elk CSD Activation of Latent Powers (L-2022-01)	5,000.00			4,926.75	73.25
8031	AVCSD Annexation of SOI (A-2023-01)	6,000.00			5,821.50	178.50
8032	Fort Bragg Pre-Application Request (P-2023-02)	2,500.00			1,615.00	885.00
8033	City of Ukiah Reorganization Pre-Application (P-2025-01)	20,000.00	410.00	4,103.75	14,633.75	5,366.25
8037	RRFC Annex RVCWD (A-2025-05)	9,455.60	725.00	1,316.25	5,353.15	4,102.45
		1,135.00	5,420.00	35,592.65		
Applications Less Service Fees Subtotal			910.00	4,741.25	5,651.25	
Service Fees Subtotal			225.00	678.75	903.75	
TOTAL			1,135.00	5,420.00	6,555.00	
EXPENSES TOTAL			26,253.42	29,803.81	56,057.23	
MONTHLY CLAIMS TOTAL (not including service fees and bank fees)			26,023.42	29,120.06		



Hinman & Associates Consulting

PO Box 1251 | Cedar Ridge, CA 95924
(916) 813-0818 | uhinman@comcast.net

Date September 1, 2026
To Mendocino LAFCo
Project Executive Officer Services
Work Period July 27-August 31, 2026

Invoice No. 978
Invoice Total \$ 22,908.92

Account	Description	Staff/Hours			Other (At Cost)	Totals
		Executive Officer \$125	Sr Analyst \$100	Analyst \$90		
5300	Basic Services Public Records Act Requests	73.00	8.50	21.25		\$ 11,887.50
5601	Office Supplies Quickbooks Online fees Phone.com				\$ 140.00 \$ 237.79	\$ 377.79
5700	Internet & Website Costs (Comcast)				\$ 102.38	\$ 102.38
6200	Bookkeeping	4.00				\$ 500.00
7001	Countywide Fire/EMS MSR/SOI Updates	1.00		62.00		\$ 5,705.00
8033	City of Ukiah Pre-Application P-2025-01	10.25	4.25	1.00	\$ 1,402.50	\$ 3,198.75
8037	RRFC Annexation of RVCWD A-2025-05	1.00	4.50	6.25		\$ 1,137.50
Totals		\$ 11,156.25	\$ 1,725.00	\$ 8,145.00	\$ 1,882.67	\$ 22,908.92

5300 Basic Services

Administrative tasks, file research and maintenance of official records and files. Respond to public inquiries and research requests. Respond to PRA requests. Prepare and process August claims. Website updates. Prepare meeting minutes. Staff meetings. Development of Draft Commissioner Handbook. Develop annual report.

6200 Bookkeeping

Entered claims into Quickbooks and prepared checks. Reconciled Quickbooks.

7001 Work Plan - Fire/EMS Agencies (Sphere of Influence Updates, Municipal Service Reviews)

Coordination meetings with Fire District Association County Coordinator. Developing administrative draft MSRs for Piercy Fire Protection District and South Coast Fire Protection District.

8033 City of Ukiah Pre-Application for Reorganization (P-2025-01)

Coordination meetings with City staff; research statutes; review Supplemental EIR and prepare written comments.

8037 RRFC Annex RVCWD Application (A-2025-05)

Application processing; coordination with district staff and representatives; preparation of public hearing notice.

COMCAST
BUSINESS

Mendocino Lafco

Account number
8155 30 052 0354952

For service at:
200 S SCHOOL ST STE K
UKIAH CA 95482-4828

Thanks for choosing Comcast Business

Need help?
Visit business.comcast.com/help or
call 1-800-391-3000

Ready to pay?
Visit business.comcast.com/myaccount

Your monthly account summary

Previous balance	102.38
Credit Card Payment Aug 04, 2026	-102.38 cr
New charges	
Comcast Business services	99.90
Taxes and fees	2.48

Amount due **\$102.38**
Payment due Sep 04, 2026

➔ **Manage your services online**
Your Comcast Business account online is the one-stop destination to pay your bill and manage your services. Visit business.comcast.com/myaccount.

Service updates
See the "additional information" section for upcoming service updates.

COMCAST
BUSINESS

PO BOX 4118 ENGLEWOOD CO 80155
8633 0500 DY RP 09 08102026 NNNNNNNN 01 999447

MENDOCINO LAFCO
ATTN UMA HINMAN
200 S SCHOOL ST STE K
UKIAH, CA 95482-4828

Account number **8155 30 052 0354952**
Automatic payment due **Sep 04, 2026**
Please pay **\$102.38**
Credit Card Payment To Be Applied 09/04/26

COMCAST
PO BOX 60533
CITY OF INDUSTRY CA 91716-0533

815530052035495200102384

Packet Pg 23 of 57



Intuit Inc.
2800 E. Commerce Center Place
Tucson, AZ 85706

Invoice

Invoice number: 10001520610200
Total: \$140.00
Date: Aug 19, 2026
Payment method: VISA ending
Payment authorization code: 603935

Bill to

Executive Officer
Mendocino LAFCo
200 S School St
Ukiah, CA 95482-4828
US
Address may be standardized for tax purposes
Company ID: 123145824398352

Payment details

Item	Qty	Unit price	Amount
QuickBooks Online Plus	1	\$140.00	\$140.00
Sales tax - Exempt:			\$0.00

Total invoice:	\$140.00
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Tax reporting information

Period for monthly fees:	Aug 19, 2026 - Sep 19, 2026
Total without tax:	\$140.00
Total tax:	\$0.00

(1) For subscriptions, we will charge or bill you in accordance with your selected payment method at the then-current list price until you cancel. If you have a discount it will apply to the then-current list price until it expires or is canceled. To cancel your subscription at any time, go to the Subscriptions and billing page and cancel the subscription. If your subscription is managed by an account manager, contact your account manager for changes to your subscription. (2) For one-time services, your payment method on file will reflect the charge in the amount referenced in this invoice. Terms, conditions, pricing, features, service, and support options are subject to change without notice.

Amounts are shown in USD. All dates and times are Pacific Standard Time (PST).

Invoice Date: 08/01/2026

Account: eo@mendolafco.org Account: #2929490 Invoice: #17003430

MENDOCINO LAFCO
ATTN: UMA HINMAN
200 S. SCHOOL ST
UKIAH, CA 95482
UNITED STATES

Billing Summary	
Previous Balance	\$0.00
Payments	\$0.00
Balance	\$0.00
Adjustments	\$0.00
New Charges	\$237.79
Amount Due	\$237.79
Payment Due Date	On Receipt

Your credit card ending in 4XXX-XXXX-XXXX- will be billed \$237.79 on 08/02/2026. A late fee of \$10.00 will be assessed if payment is not received by 08/31/2026.

Please see additional pages for billing detail.



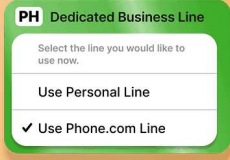
ProSIM

Phone.com

1 month free

Enjoy all the unified communication features of your Phone.com service using the native dialer on your mobile phone and the cellular voice network for optimal reliability and ease of use.

Available now in the My.Phone.com Store.



Please detach and return this portion with your payment. Keep upper portion for your records.

PLEASE DO NOT SEND CASH

- TO PAY BY CREDIT CARD:
- Logon to <http://www.phone.com/>
 - Choose "Payment" from the My Account tab.
 - We accept Visa, MasterCard, American Express, and Discover.

- TO PAY BY CHECK OR MONEY ORDER:
- Payments must be in U.S. dollars, drawn on a U.S. bank.
 - Enclose this bottom portion with your payment.
 - Make checks payable to:

Phone.com Inc.
Payment Processing Center
PO BOX 8001,
Carol Stream, IL 60197-8001

MENDOCINO LAFCO
ATTN: UMA HINMAN
200 S. SCHOOL ST
UKIAH, CA 95482
UNITED STATES

Account:	eo@mendolafco.org
Amount Due:	\$237.79
Invoice #:	17003430
Payment Due Date:	On Receipt
Billing Date:	08/01/2026

Amount Enclosed: \$ _____

Thank You - We Appreciate Your Business!

Previous balance	\$0.00
------------------	--------

Payments	Total: \$0.00
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No payments have been made this period.

Adjustments	Total: \$0.00
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No adjustments have been made this period.

New Charges	Total: \$237.79
-------------	-----------------

06/03/2026 - 07/02/2026	Additional usage	\$0.00
06/03/2026 - 07/02/2026	Additional Live Receptionist minutes	\$0.00
08/02/2026 - 08/01/2027	User plan	\$0.00
08/02/2026 - 08/01/2027	Basic User with tiered pricing: 100 - Mendocino LAFCo	\$163.08
08/02/2026 - 08/01/2027	Unlimited virtual company inbox: 500 - Mendocino LAFCo	\$0.00
08/02/2026 - 08/01/2027	Telephone number: (707) 463-4470	\$0.00
07/01/2026 - 07/31/2026	Additional usage	\$0.00
07/01/2026 - 07/31/2026	Extra call recording minutes	\$0.00
07/01/2026 - 07/31/2026	Additional Live Receptionist minutes	\$0.00
08/03/2026	E911 recovery fee	\$21.60
08/03/2026	Regulatory recovery fee	\$32.62
08/02/2026	STATE 911 TAX	\$4.92
08/02/2026	CITY LOCAL SALES TAX	\$0.18
08/02/2026	STATE SALES TAX	\$1.06
08/02/2026	STATE 988 FEE	\$0.60
08/02/2026	MISC. SURCHARGE 6	\$10.80
08/02/2026	COUNTY LOCAL SALES TAX	\$0.12
08/02/2026	CITY SALES TAX	\$0.18
08/02/2026 - 08/03/2026	PUC FEE	\$2.58
08/02/2026	COUNTY SALES TAX	\$0.05

Amount due	Total: \$237.79
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End of Invoice



INVOICE

South Fork Consulting, LLC

9830 Oakplace W
Folsom, CA 95630

Date: 8/31/26

Invoice #: 2611

Customer ID: MEND26

To: Uma Hinman
Hinman & Associates Consulting, Inc.
PO Box 1251
Cedar Ridge, CA 95924
uma@hinmanassoc.com

Project: On-Call Planning Services

Project	Description	Date	Line Total	
Task 1.1	Review Draft SEIR & prepare letter	8/17/26	\$	330.00
Task 1.1	Review Draft SEIR & prepare letter	8/18/26	\$	495.00
Task 1.1	Review Draft SEIR & prepare letter	8/19/26	\$	82.50
Task 1.2	Review staff report for Planning Commission & provide comments	8/24/26	\$	495.00
		<i>Subtotal</i>	\$	1,402.50
	Milage		\$	-
		Total	\$	1,402.50

Make all checks payable to South Fork Consulting LLC

Thank you for your business!

8033 City of Ukiah Pre-Application LAFCo File No. P-2025-01

Marsha Burch

420 Providence Mine Road, Suite 101
Nevada City, CA 95959

INVOICE

Invoice # 298
Date: 09/04/2026
Due On: 10/04/2026

Mendocino LAFCo

00201-Mendocino LAFCo

General Counsel

Type	Date	Notes	Quantity	Rate	Total	
Service	07/29/2026	Review letter to MCHCD; msg. to EO	0.20	\$225.00	\$45.00	
Service	08/07/2026	Staff meeting	0.80	\$225.00	\$180.00	
Service	08/11/2026	Review NOP and CEQAnet documents for Ukiah reorg; msg. to EO; Review request for related cases St. Pierre new lawsuit against City and County, attempting to relate to previous case; msg. to EO	0.80	\$225.00	\$180.00	
Service	08/12/2026	Review conflict issues; msg. to Commissioner	0.40	\$225.00	\$90.00	
Service	08/13/2026	Review declaration for City/St. Pierre	0.20	\$225.00	\$45.00	
Service	08/14/2026	Staff meeting	0.60	\$225.00	\$135.00	
Service	08/21/2026	Review and revise comment on Draft SEIS Ukiah Annexation	1.00	\$225.00	\$225.00	P-2025-01
Service	08/26/2026	Review and revise comment letters re Ukiah annexation; review City web notices; tel. conf. with EO	0.80	\$225.00	\$180.00	P-2025-01
Service	09/02/2026	Review policy change draft; msg. to EO	0.50	\$225.00	\$112.50	
Service	09/04/2026	Staff meeting	1.00	\$225.00	\$225.00	
				Total	\$1,417.50	

Detailed Statement of Account

General Services =	\$1,012.50
P-2025-01 =	\$ 405.00

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
298	10/04/2026	\$1,417.50	\$0.00	\$1,417.50
Outstanding Balance				\$1,417.50
Total Amount Outstanding				\$1,417.50

Please make all amounts payable to: Marsha Burch

Please pay within 30 days.

Marsha Burch

420 Providence Mine Road, Suite 101
Nevada City, CA 95959

INVOICE

Invoice # 298
Date: 09/04/2026
Due On: 10/04/2026



Pay your invoice online

To pay your invoice, open the camera on your mobile device
and place the QR code in the camera's view.

Or, [click here](#) if you're viewing on a computer or smartphone.



Mendocino LAFCo

Encouraging Well-Planned Community Growth

AGENDA ITEM NO. 4d

200 S School Street | Ukiah, CA 95482

Phone: (707) 463-4470

Email: eo@mendolafco.org

Web: mendolafco.org

COMMISSIONERS

Maureen Mulheren

Chair

County Member

Gerald Ward

Vice Chair/Treasurer

Public Member

Madeline Cline

County Member

Gerardo Gonzalez

City Member

Candace Horsley

Special District Member

Susan Mahoney

Special District Member

Mari Rodin

City Member

Barbara Burkey

Alternate City Member

John Haschak

Alternate County Member

Bruce Alfano

Alternate Public Member

Adam Gaska

Alternate Special District Member

STAFF

Executive Officer

Uma Hinman

Senior Analyst

Larkyn Feiler

Clerk/Analyst

Jen Crump

Counsel

Marsha Burch

REGULAR MEETINGS

First Monday of each month
at 9:30 AM in the
Mendocino County Board of
Supervisors Chambers
501 Low Gap Road, Ukiah

July 28, 2026

The Honorable Laura Richardson

California State Senate

1021 O Street, Suite 7340

Sacramento, CA 95814

Re: SB 1312 (Richardson, 2026): Cemeteries – Oppose Unless Amended

Dear Senator Richardson:

On behalf of Mendocino Local Agency Formation Commission (LAFCo), I am writing to express **opposition to Senate Bill (SB) 1312, the Cemeteries Bill, unless amended**. Mendocino LAFCo supports the objective of SB 1312 and appreciates the work your office has done to develop a process for addressing abandoned cemeteries. Our primary concern is to how the proposed Section 8836 interacts with the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (CKH) when the formation of a public cemetery district or an annexation to an existing public cemetery district becomes necessary. For these reasons, Mendocino LAFCo respectfully requests your consideration of the amendments outlined in the attached Exhibit A.

As drafted, Section 8836 authorizes “the person or entity caring for and managing an abandoned endowment care cemetery” to initiate a petition to form a public cemetery district or join an existing cemetery district. However, pursuant to proposed Section 8833, this person or entity can include a religious organization. Existing law already identifies who may initiate district formation or annexation proceedings before a LAFCo under CKH, and religious organizations are not among them. LAFCo requests that Section 8836 be amended to clarify that proposals involving the formation of a public cemetery district or annexation to an existing public cemetery district remain subject to CKH, not the Public Cemetery District Law, and may only be initiated by those persons or public agencies authorized therein.

Mendocino LAFCo also recommends requiring the city, county, city and county, or court initiating the abandonment process to provide notice to the affected LAFCo. Early notice would improve coordination among the parties and allow the affected LAFCo to begin working with the local agency and other interested parties if a reorganization proposal ultimately becomes necessary.

Finally, LAFCo recommends adding language confirming that nothing in SB 1312 is intended to modify or expand a LAFCo’s authority under CKH. Although the amendment to Section 8836 would address much of the issue, an express statement would confirm the Legislature’s intent and avoid unnecessary questions regarding the application of existing law. We believe these amendments will strengthen the bill by clarifying how it applies when LAFCo proceedings become necessary.

Senator Laura Richardson

RE: SB 1312

July 29, 2026

Page 2

We would welcome the opportunity to work with your office and Legislative Counsel on amendment language. Please contact our Executive Officer, Uma Hinman, at eo@mendolafco.org or (707) 463-4470 if you have any questions.

Sincerely,



Maureen Mulheren
Commission Chair

ATTACHMENTS:

Exhibit A: CALAFCO Proposed Amendments to SB 1312



Mendocino LAFCo

Encouraging Well-Planned Community Growth

AGENDA ITEM NO. 4e

200 S School Street | Ukiah, CA 95482

Phone: (707) 463-4470

Email: eo@mendolafco.org

Web: mendolafco.org

COMMISSIONERS

Maureen Mulheren
Chair
County Member

Gerald Ward
Vice Chair/Treasurer
Public Member

Madeline Cline
County Member

Gerardo Gonzalez
City Member

Candace Horsley
Special District Member

Susan Mahoney
Special District Member

Mari Rodin
City Member

Barbara Burkey
Alternate City Member

John Haschak
Alternate County Member

Bruce Alfano
Alternate Public Member

Adam Gaska
Alternate Special District Member

STAFF

Executive Officer
Uma Hinman

Senior Analyst
Larkyn Feiler

Clerk/Analyst
Jen Crump

Counsel
Marsha Burch

REGULAR MEETINGS

First Monday of each month
at 9:30 AM in the
Mendocino County Board of
Supervisors Chambers
501 Low Gap Road, Ukiah

September 2, 2026

The Honorable Gavin Newsom
Governor, State of California
1021 O Street, Suite 9000
Sacramento, CA 95814

Re: **SB 1439 (Committee on Local Government): Local government: omnibus bill – REQUEST FOR SIGNATURE**

Dear Governor Newsom:

On behalf of Mendocino Local Agency Formation Commission (LAFCo), I write to respectfully request your signature on **SB 1439, the annual Local Government Omnibus Bill**. The bill includes a one-year extension for the Imperial County Local Agency Formation Commission (LAFCO) to complete the municipal service review (MSR) for the Imperial Valley Healthcare District.

AB 918 (Garcia, 2023) formed the Imperial Valley Healthcare District as a countywide health care district serving Imperial County through the dissolution of the Pioneers Memorial Healthcare District and the Heffernan Memorial Healthcare District. The measure also required Imperial County LAFCO to complete an MSR for the new district by December 31, 2026.

The following year, SB 1070 (Padilla, 2024) gave the district until the November 2026 election to place a permanent funding source mechanism on the ballot. As a result, the outcome of that election will not be known until shortly before Imperial County LAFCO must complete its MSR.

SB 1439 extends the MSR deadline to December 31, 2027. This extension will allow Imperial County LAFCO to evaluate the district with the benefit of knowing whether voters approved the district's permanent funding source mechanism, providing a more complete basis for evaluating the district's finances and its ability to provide services.

As a fellow local agency formation commission, we recognize the importance of having complete and current information when conducting MSRs. Providing Imperial County LAFCO with this additional time will support a more informed and meaningful review of the district.

For these reasons, Mendocino LAFCo respectfully requests your signature on SB 1439.

Sincerely,

Maureen Muleren
Commission Chair

cc: The Honorable Maria Elena Durazo, Chair, Senate Local Government Committee

Exhibit A

CALAFCO Proposed Amendments to SB 1312 (Richardson)

The amendments below are intended to clarify how SB 1312 applies when the formation of a public cemetery district or annexation to an existing public cemetery district becomes necessary.

Bill Section	Proposed Amendment/Redline Language	Purpose
Section 8836	Amend the first sentence to provide that proposals involving the formation of a public cemetery district or annexation to an existing public cemetery district remain subject to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code § 56000 et seq.) and may only be initiated by those persons or entities authorized to initiate such proceedings under the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000. 8836. The person or entity caring for and managing an abandoned endowment care cemetery may initiate a petition to form a public cemetery district or join an existing public cemetery district pursuant to the Public Cemetery District Law (Chapter 1 (commencing with Section 9000) of Part 4 of Division 8 of the Health and Safety Code). (1) <u>The city, county, or city and county may initiate proceedings for the formation of a public cemetery district or for the annexation to an existing public cemetery district pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Division 3 of Title 5 of the Government Code).</u> (2) <u>Nothing in this chapter shall modify or expand the authority of a Local Agency Formation Commission pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000.</u>	8836(1) Existing law already establishes the process and identifies who may initiate LAFCO proceedings. This amendment confirms that SB 1312 follows that existing process. 8836(2) Confirms that SB 1312 is not intended to modify or expand LAFCO's existing authority.
Section 8831(b)	Add a new subdivision requiring the city, county, city and county, or court initiating the abandonment process to provide written notice to the Local Agency Formation Commission (LAFCO) having jurisdiction over the affected territory. 8831(b). (1) Written notice shall be provided to the owner of the cemetery property <u>and the Local Agency Formation Commission</u> 90 days prior to, and upon, declaration of abandonment. (2) Written notice to the owner of the cemetery property shall, at a minimum, identify the record owner or possessor of property, set forth the last known address of the record owner or possessor, set forth the date that the city, county, or city and county began the process to declare the abandonment, and include a description of the real property subject to abandonment.	Early notice will improve coordination among the affected agencies if a reorganization proposal becomes necessary.



STAFF REPORT

Agenda Item No. 7a	
MEETING DATE	September 14, 2026
MEETING BODY	Mendocino Local Agency Formation Commission
FROM	Uma Hinman, Executive Officer
SUBJECT	Proposed Amendments to Conflict of Interest and Financial Disclosure Policies

RECOMMENDED ACTION

Staff recommends the Commission take the following actions:

1. Review the proposed amendments to Policy 6 Conflict of Interest and Financial Disclosures, as shown in Attachment 1, and adopt Resolution No. 2026-27-03 approving the policy amendments;
2. Direct staff to update the Policies & Procedures Manual and post the amended version to the LAFCo website; and
3. Authorize staff to complete and submit the *2026 Local Agency Biennial Notice* to the appropriate code reviewing body.

BACKGROUND

The Political Reform Act requires every public agency to adopt and maintain a Conflict of Interest Code. The Code identifies agency positions that participate in governmental decisions and specifies the financial interests that individuals serving in those positions must disclose through the Statement of Economic Interests (Form 700). Government Code (GOV) § 87300 et seq. establishes the requirements for adoption, administration, and periodic review of agency conflict of interest codes.

GOV § 87306.5 requires local agencies to review their Conflict of Interest Codes biennially in even-numbered years to determine whether amendments are necessary. The review is intended to ensure that the Code remains current with changes in agency organization, designated positions and responsibilities, and applicable law.

2026 Biennial Review

The Fair Political Practices Commission (FPPC) has issued a *2026 Local Agency Biennial Notice* form for local agencies to document completion of the required review and indicate whether amendments to their Conflict of Interest Codes are necessary. The completed notice must be submitted to the agency's code reviewing body by October 1, 2026 (Attachment 3).

Proposed Policy Amendments

Staff recommends amending Policy 6, as shown in Attachment 1, to address the following:

- Form 700 Filing Requirements and Administration – Update and clarify the policy to reflect current filing requirements for filing Statements of Economic Interests (Form 700), including applicable electronic filing requirements and the appropriate filing officer or agency, consistent with the Political Reform Act and FPPC regulations.
- Campaign Contributions – Update the contribution threshold applicable to proceedings governed by GOV § 87308 from \$250 to \$500, consistent with current law.

ATTACHMENT

- (1) Proposed Policy Amendments to Policy 6 – Conflict of Interest and Financial Disclosures
- (2) Draft Resolution No. 2026-27-03
- (3) 2026 Local Agency Biennial Notice

DRAFT POLICY AMENDMENTS

6 | CONFLICT OF INTEREST AND FINANCIAL DISCLOSURE

6.1 CONFLICT OF INTEREST

The California Political Reform Act, Government Code §81000 *et seq.*, requires each state and local government agency to adopt and promulgate a Conflict of Interest Code. The Fair Political Practices Commission (FPPC) has adopted a regulation, Title 2, §18730 of California Code of Regulations, which contains the terms of a standard Conflict of Interest Code. This standard Code is hereby incorporated by reference.

Persons serving in Designated Positions ~~must~~ shall file ~~annual~~ Statements of ~~E~~conomic ~~i~~nterest (Form 700) with the ~~FPPC, or other filing officer, as required by applicable law and regulations. Commission Clerk by April 1 of each year.~~ Annual Statements of ~~e~~Economic ~~i~~nterest shall be filed by April 1 of each year. Statements are also required upon ~~appointment to~~ assuming office and upon leaving office, as applicable.

The following Designated Positions must file ~~s~~Statements of ~~e~~Economic ~~i~~nterest:

- a) Commissioners and Alternate Commissioners
- b) Executive Officer
- c) LAFCo Counsel

6.2 FINANCIAL DISCLOSURE

Pursuant to Government Code §56700.1, expenditures for political purposes related to an application must be disclosed. All applicants, including individual property owners and other representatives who are a party to a proceeding, are required to submit a financial disclosure statement as part of any application package [§84308]. Disclosures must be made in the same manner as disclosures for local initiative measures presented to the electorate.

Any applicant or an agent of an applicant who has made business or campaign contributions totaling ~~\$250~~\$500 or more to any Commissioner (regular or alternate) in the past twelve months, must disclose that fact for the official record of the Commission [§84308(d)]. The disclosure of any such contribution (including amount of contribution and name of recipient Commissioner(s) must be made: (1) in writing and delivered to the Executive Officer prior to the hearing on the matter; or (2) by oral declaration made at the time the hearing on the matter is opened.

Commissioners shall be disqualified and not able to participate in any proceedings within a 12 month period preceding the LAFCo decision if the Commissioner received ~~\$250-500~~ or more in campaign contributions from the applicant, an agent of the applicant, or any financially interested person who actively supports or opposes the LAFCo decision on the matter.

6.3 DEALING WITH A CONFLICT

Whenever a Commissioner is disqualified or has a conflict of interest, that Commissioner shall not participate in the proceedings. It is recommended that the Commissioner state the basis for the conflict of interest immediately after the Chair announces the item for consideration, and then refrain from participating in the deliberations, abstain from voting, and leave the room in which the meeting is being held.

MENDOCINO LOCAL AGENCY FORMATION COMMISSION

RESOLUTION NO. 2026-27-03

APPROVING AMENDMENTS TO

POLICY 6 CONFLICT OF INTEREST AND FINANCIAL DISCLOSURE

WHEREAS, the Mendocino Local Agency Formation Commission (LAFCo), hereinafter referred to as the “Commission”, was established pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, Government Code Sections 56000 et. seq., as an independent agency with the authority to adopt policies and procedures necessary to carry out its functions, (Government Code §56300); and

WHEREAS, Government Code §56381 establishes requirements for the preparation, adoption, and administration of LAFCo budgets and requires the Commission to maintain sound fiscal management practices; and

WHEREAS, the Commission has adopted a Policies and Procedures Manual that establishes administrative and financial management policies, including Policy 5.2.2 addressing financial audits; and

WHEREAS, Policy 6 includes of the Commission’s Conflict of Interest Code and Financial Disclosure requirements; and

WHEREAS, recent updates to the Political Reform Act and Fair Political Practices Commission regulations have been enacted that necessitate updates to Policy 6 Conflict of Interest and Financial Disclosure; and

WHEREAS, the Commission considered the report of the Executive Officer and all oral and written comments regarding the proposed policy amendment at a duly noticed public meeting; and

WHEREAS, the Commission finds that adoption of the policy amendments is an organizational or administrative activity of government that will not result in direct or indirect physical changes in the environment and therefore is not a “project” for purposes of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines §15378(b)(5).

NOW, THEREFORE, BE IT RESOLVED that the Mendocino Local Agency Formation Commission DOES HEREBY RESOLVE, DETERMINE AND ORDER as follows:

Section 1. Incorporation of Recitals

The foregoing recitals are true and correct and are hereby incorporated into this Resolution as findings of the Commission.

Section 2. Policy Amendment

Policy 6 of the Mendocino LAFCo Policies and Procedures Manual is hereby amended to read as follows:

6.1 CONFLICT OF INTEREST

The California Political Reform Act, Government Code §81000 *et seq.*, requires each state and local government agency to adopt and promulgate a Conflict of Interest Code. The Fair Political

Practices Commission (FPPC) has adopted a regulation, Title 2, §18730 of California Code of Regulations, which contains the terms of a standard Conflict of Interest Code. This standard Code is hereby incorporated by reference.

Persons serving in Designated Positions shall file Statements of Economic Interest (Form 700) with the FPPC, or other filing officer, as required by applicable law and regulations. Annual Statements of Economic Interest shall be filed by April 1 of each year. Statements are also required upon assuming office and upon leaving office, as applicable.

The following Designated Positions must file Statements of Economic Interest:

- a) Commissioners and Alternate Commissioners
- b) Executive Officer
- c) LAFCo Counsel

6.2 FINANCIAL DISCLOSURES

Pursuant to Government Code §56700.1, expenditures for political purposes related to an application must be disclosed. All applicants, including individual property owners and other representatives who are a party to a proceeding, are required to submit a financial disclosure statement as part of any application package [§84308]. Disclosures must be made in the same manner as disclosures for local initiative measures presented to the electorate.

Any applicant or an agent of an applicant who has made business or campaign contributions totaling \$500 or more to any Commissioner (regular or alternate) in the past twelve months, must disclose that fact for the official record of the Commission [§84308(d)]. The disclosure of any such contribution (including amount of contribution and name of recipient Commissioner(s) must be made: (1) in writing and delivered to the Executive Officer prior to the hearing on the matter; or (2) by oral declaration made at the time the hearing on the matter is opened.

Commissioners shall be disqualified and not able to participate in any proceedings within a 12 month period preceding the LAFCo decision if the Commissioner received \$500 or more in campaign contributions from the applicant, an agent of the applicant, or any financially interested person who actively supports or opposes the LAFCo decision on the matter.

Section 3. Policy Update

The Executive Officer is directed to update the Mendocino LAFCo Policies and Procedures Manual to reflect the amendment adopted by this resolution.

PASSED AND ADOPTED by the Mendocino Local Agency Formation Commission this 14th day of September, 2026, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

MAUREEN MULHEREN, Commission Chair

ATTEST:

UMA HINMAN, Executive Officer

2026 Local Agency Biennial Notice

Name of Agency: _____

Mailing Address: _____

Contact Person: _____ Phone No. _____

Email: _____ Alternate Email: _____

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that (*check one BOX*):

An amendment is required. The following amendments are necessary:

(*Check all that apply.*)

Include new positions

Revise disclosure categories

Revise the titles of existing positions

Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions

Other (*describe*) _____

The code is currently under review by the code reviewing body.

No amendment is required. (If your code is over five years old, amendments may be necessary.)

Verification (to be completed if no amendment is required)

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer

Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2026**, or by the date specified by your agency, if earlier, to:

(*PLACE RETURN ADDRESS OF CODE REVIEWING BODY HERE*)

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.



STAFF REPORT

Agenda Item No. 7b	
MEETING DATE	September 14, 2026
MEETING BODY	Mendocino Local Agency Formation Commission Executive Committee
FROM	Uma Hinman, Executive Officer
SUBJECT	Work Plan Implementation

RECOMMENDED ACTION

The Commission will receive an informational report on status and implementation of the FY 2026-27 Work Plan.

BACKGROUND

With the adoption of each annual budget, the Commission adopts a Work Plan identifying and prioritizing agencies within LAFCo's jurisdiction for Municipal Service Review and Sphere of Influence (MSR/SOI) updates. The Work Plan serves as a planning document to guide the sequencing of studies; however, implementation is subject to change based on available resources and evolving priorities. As a result, studies often roll into the following fiscal year (FY).

The schedule for each study identified in the Work Plan is an estimate and assumes preparation of a combined MSR/SOI Update that is exempt from CEQA. Actual schedules may vary depending on factors including overall staff workload, agency responsiveness and timely provision of requested information, complexity of issues, public interest or controversy, changing Commission priorities, and project costs.

The Commission may review and revise the Work Plan during the fiscal year, as needed, to reflect updated information regarding study scope, available resources, or emerging priorities. This flexibility allows the Commission to respond to unforeseen circumstances while ensuring resources are directed to the highest-priority projects.

The proposed FY 2026-27 Work Plan focuses on completing the remaining district studies initiated in FY 2025-26 and beginning the MSR/SOI Update for the Mendocino Coast Health Care District (MCHCD). For implementation purposes, this year's prioritized studies have been organized into two categories:

- Individual Agency Studies - consisting of the 3 agency studies identified in Figure 1; and
- Countywide Fire/Emergency Medical Service (EMS) Studies - consisting of the coordinated review of the 18 fire protection agencies identified in Figure 2.

This organization reflects the substantially different scope, schedule, and resource requirements associated with the individual agency studies and the comprehensive countywide Fire/EMS review.

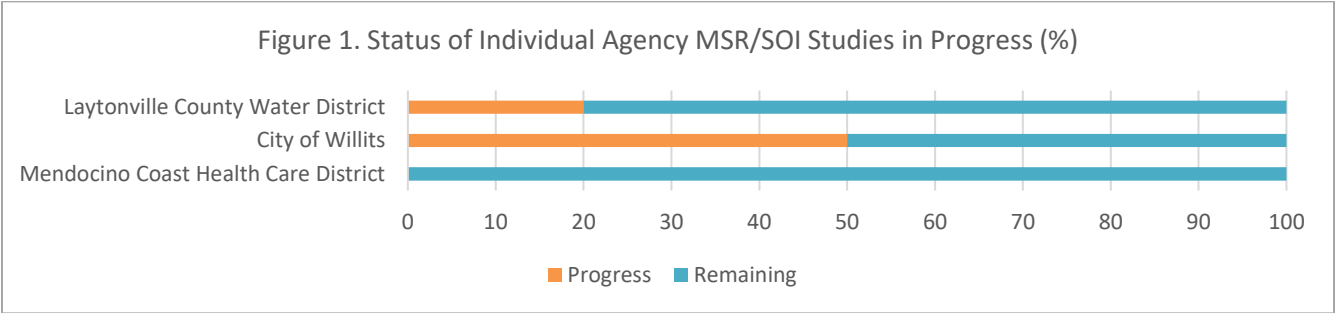
Individual Agency Studies

The following three agency studies are in varying degrees of preparation.

Laytonville County Water District (LCWD) – the study and RFI were initiated in 2024 but has had lengthy delays for a variety of reasons related to district staffing. We continue to coordinate with district staff to complete the RFI. An administrative draft has been started with information available.

City of Willits (Willits/City) – an administrative draft MSR/SOI study was provided to City staff for review and additional information in 2025. However, staff review and responses have been delayed as the City wrestles with substantial financial and staffing challenges. We continue to coordinate with City staff to complete their review and provide the requested information to complete the study.

Mendocino Coast Health Care District (MCHCD) – the Commission committed to preparing an MSR for the MCHCD in response to a 2024 Mendocino County Civil Grand Jury report on the district. MCHCD requested delays to allow for completion of a multi-year financial audit that is crucial for development of the MSR. The audits have been completed and staff is coordinating with the District to begin the study, which we anticipate outsourcing.



Countywide Fire Protection and Emergency Medical Service Agency Studies

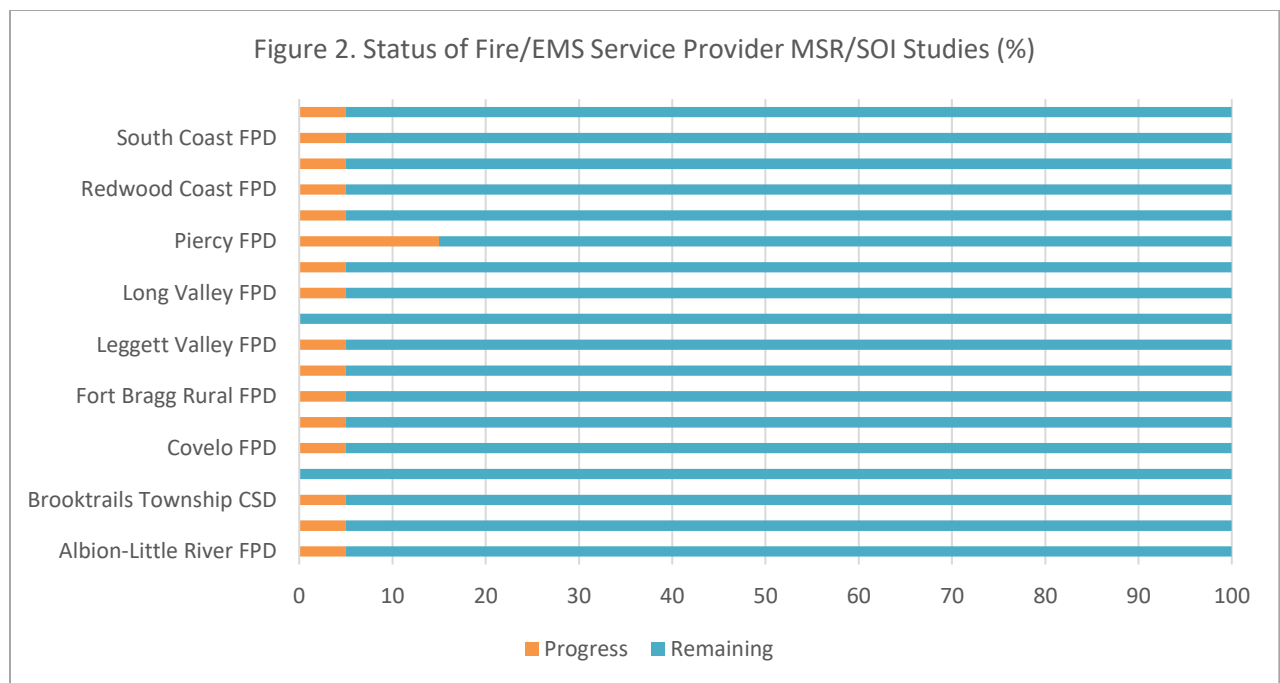
A multi-year, countywide review of fire protection and EMS agencies was initiated in FY 2025-26. The effort includes the 18 fire/EMS service providers identified in Figure 2, nearly all of which were last reviewed in 2018. The study provides an opportunity to evaluate countywide emergency response capabilities on a countywide basis, identify service gaps and emerging trends, and provide information to support local agencies and the County in planning for the efficient, sustainable deliver of these essential public services.

Work on the studies began in fall 2025 with informational presentations to the Mendocino County Fire Districts Association (MCFDA) and Fire Chiefs Association (MCFA). Staff subsequently distributed Requests for Information (RFIs) to each participating agency to collect operational, financial, governance, and service-level information.

To support a comprehensive countywide assessment, RFIs were also provided to three non-Mendocino LAFCo jurisdictional service providers: Whale Gulch Fire Company, Westport Volunteer Fire Department, and Coast Life Support District. Although these organizations are not all subject to LAFCo jurisdiction, their inclusion provides valuable information regarding emergency response coverage, mutual aid relationships, and regional service coordination. Coast Life Support District is a bi-county district serving the southern Mendocino Coast and northern Sonoma County; Sonoma LAFCo is the principal LAFCo for the district.

Staff have been collaborating with the MCFDA County Coordinator to develop a countywide understanding of fire protection and EMS service delivery. Information collected through the RFIs is being compiled and analyzed to identify service patterns, operational trends, response capabilities, and potential service gaps. The resulting regional analysis will provide an overview of fire protection and EMS services countywide and will serve as a common foundation for each agency’s MSR/SOI update, informing governance, organizational structure, service efficiency, and SOI recommendations.

Once completed, staff anticipate presenting the draft analysis to the MCFA for feedback, followed by a workshop hearing before the Commission.



As the regional analysis progresses, staff will concurrently prepare individual administrative drafts of the fire protection and EMS agency MSR/SOI studies. Drafts are currently being prioritized based on completeness of RFI responses and each agency's communicated interest in an updated MSR and/or revised SOI boundaries. Preparation will be also proceed by region, beginning in the north, followed by the south coast and central regions. This regional approach aims to identify service gaps, service overlaps, shared challenges, opportunities for operational improvements, and other geographically based patterns in service provision. Following completion of the regional analysis, each agency study will be finalized and presented to the Commission for review and consideration (Figure 3).

Figure 3. Fire Protection and EMS Study Development



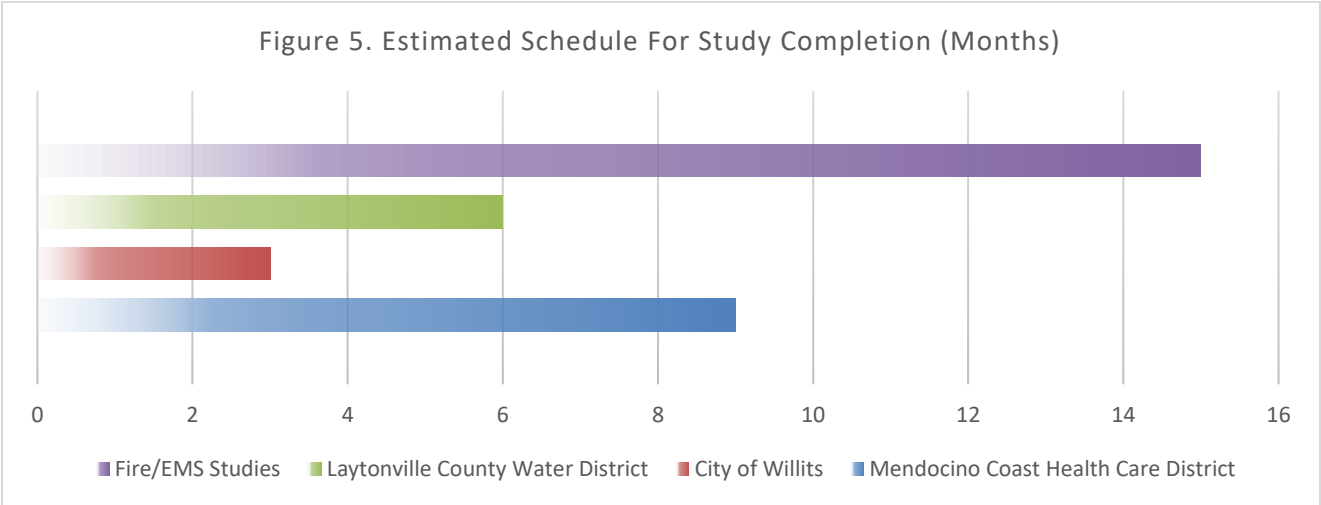
Schedule

Progress on the individual agency studies is largely dependent on the timely receipt of requested information and agency review of administrative draft studies. Under typical circumstances, preparation of a combined MSR/SOI study requires approximately six to eight months from study initiation to Commission consideration (Figures 4 and 5).

Figure 4. Study Development Process



Because agency response times and the complexity of issues can vary, the schedule remains subject to change. Figure 5 provides a preliminary schedule for completing the studies, based on the assumption that requested information and agency review comments are received in a timely manner.



Work Plan Budget

The FY 2026-27 Work Plan budget totals \$100,000. In addition, approximately \$60,000 remains in the Work Plan Contingency, made up of unexpended Work Plan allocations carried forward from prior fiscal years. These contingency funds are intended to complete studies carried over from previous fiscal years and to address unforeseen Work Plan expenses, such as changes in project scope, CEQA compliance, specialized technical analyses, or other unexpected costs.

Much of the FY 2026-27 Work Plan budget is allocated to the development of the countywide fire/EMS studies. A portion of the Work Plan Contingency is expected to be used to complete the MSR/SOI updates for the City of Willits and the LCWD, both of which were carried over from the FY 2025-26 Work Plan.

Preparation of the MSR/SOI study for the MCHCD is estimated to cost approximately \$25,000. Because the district had been exempted from LAFCo apportionments for more than 10 years and had not been a prioritized study until the Grand Jury report, the Executive Committee previously directed staff to pursue a funding Memorandum of Understanding (MOU) with the district. Coordination on a draft funding MOU was initiated at the staff level in 2025; however, no further progress has occurred. Staff reinitiated discussions with district staff in early July 2026.

LAFCo is obligated to move forward with preparation of the MSR study as recommended by the Grand Jury report. The MSR study is included in the FY 2026-27 Work Plan budget, and staff anticipate outsourcing the MCHCD MSR study.

CONCLUSION

Presentation of this report provides the Commission an opportunity to ask questions of staff regarding implementation of the current Work Plan, discuss the proposed approach, and provide direction as appropriate.

ATTACHMENTS

None



STAFF REPORT

Agenda Item No. 7c	
MEETING DATE	September 14, 2026
MEETING BODY	Mendocino Local Agency Formation Commission
FROM	Uma Hinman, Executive Officer
SUBJECT	Fiscal Year 2025-26 Annual Report

RECOMMENDED ACTION

The Commission receive the informational report. No action.

DISCUSSION

The Fiscal Year 2025-2026 Annual Report is provided in Attachment 1. The report is intended to support organizational accountability, transparency, and continuity by providing the Commission, member agencies, and the public with annual overview of LAFCo's work and operations.

This is Mendocino LAFCo's second annual report. Preparing an annual report provides a consistent means of documenting the agency's activities from year to year and communicating how Commission direction and available resources are being implemented.

New this year is Appendix B, which tracks Commission-directed follow-up items related to MSR/SOI studies, applications, and other matters. This appendix is intended to support accountability, continuity, and timely follow-through.

The Commission is invited to provide feedback and direction as staff continues to refine how LAFCo's activities and accomplishments are documented and communicated.

ATTACHMENTS

- (1) Fiscal Year 2025-26 Annual Report
- (2) Continuity Tracking

Annual Report 2026

**MENDOCINO
LAFCO**



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Ukiah, CA 95482
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MISSION

The mission of LAFCo is to promote sustainable growth and good governance in Mendocino County by being proactive in raising awareness and building partnerships to accomplish the following:

- Consider the present and future needs of the community
- Oversee the logical formation and development of cities and special districts
- Coordinate the efficient and rational delivery of municipal services
- Preserve agricultural and open space resources
- Discourage urban sprawl

COMMISSION AND STAFF

Commissioners

Madeline Cline
Gerardo Gonzalez
Candace Horsley
Susan Mahoney
Maureen Mulheren, *Chair*
Mari Rodin
Gerald Ward, *Vice-Chair/Treasurer*

Alternates

Bruce Alfano
Barbara Burkey
Adam Gaska
John Haschak

Staff

Uma Hinman, *Executive Officer*
Larkyn Feiler, *Senior Analyst*
Jennifer Crump, *Analyst*
Marsha Burch, *Legal Counsel*



This second annual report supports accountability and transparency to the Commission, local government agencies, and the public. The report highlights LAFCo's accomplishments during fiscal year (FY) 2025-26, upcoming projects and provides a year-end financial summary.

Changes in Commission

Commissioners serve four-year terms beginning January 1 and ending December 31. Several changes in Commission composition occurred during FY 2025-26.

In September 2025, Adam Gaska of the Redwood Valley County Water District was elected as Alternate Special District Commissioner to complete the term ending December 31, 2026. The Executive Officer conducted the nomination and election process on behalf of the Independent Special District Selection Committee, and Commissioner Gaska was sworn in on September 8, 2025.

Alternate Public Member Raghda Zacharia resigned in November 2025. Following public notice of the vacancy, the Commission appointed Bruce Alfano to complete the term ending December 31, 2027.

In May 2026, the City Selection Committee reappointed Mari Rodin of the City of Ukiah as a regular City Commissioner and appointed Barbara Burkey of the City of Point Arena as Alternate City Commissioner. Both were appointed to terms ending December 31, 2029.

LAFCo recognizes outgoing City Member Douglas Crane of the City of Ukiah and Alternate Public Member Raghda Zacharia for their service and contributions to Mendocino LAFCo.

Major Accomplishments

LAFCo completed two comprehensive Municipal Service Reviews and Sphere of Influence (MSR/SOI) Updates for the City of Point Arena and the Mendocino Coast Recreation and Park District. Both agencies have undergone significant organizational and financial transitions, and the reviews provide a timely assessment of their progress, current service capabilities, and future needs.

Staff also completed LAFCo's second streamlined SOI review. This Commission-approved approach provides an efficient means of meeting the Cortese-Knox-Hertzberg Act's requirements for periodic SOI reviews while focusing available funding and staff resources on agencies for which a comprehensive review is most needed. In coordination with District staff, LAFCo determined that a streamlined review was appropriate for the Hopland Public Utility District. Following its review, the Commission affirmed the District's existing SOI and scheduled the next review in five years.

Together, these studies evaluate whether local services are being provided efficiently and whether agency boundaries continue to meet the needs of the communities they serve. They also promote transparency by providing agencies, the Commission, and the public with clear and accessible information about service delivery, agency operations, and future needs.



Program Highlights

OUTREACH AND EDUCATION EFFORTS

In fall 2025, the Executive Officer provided informational presentations to the Mendocino County Fire Districts Association and the Mendocino County Fire Chiefs Association. The presentations introduced LAFCo's role and responsibilities and explained the purpose and approach for preparing MSR/SOI studies. The outreach was intended to build awareness of the studies' goals and emphasize the importance of agency participation and collaboration in developing meaningful and useful planning documents.

The Executive Officer also participated in two community outreach meetings hosted by the City of Ukiah, providing the public with information about LAFCo's application review and procedural processes.

APPLICATIONS REVIEW AND PROCESSING

The number and complexity of applications processed by LAFCo vary from year to year. During FY 2025-26, staff worked on eight applications, three of which were completed and five of which remain in progress.

City of Ukiah

Corporation Yard Annexation

- The Commission approved annexation of the City of Ukiah's new Municipal Corporation Yard located at 1 Carousel Lane. The approximately eight acre parcel will serve as the central hub for city maintenance operations, which will be relocated from its current location on the east side of the Ukiah Municipal Airport.

City of Fort Bragg

Outside Agency Service Agreement

- The Commission ratified the Executive Officer's approval of an extension of sewer service from the City of Fort Bragg to a residential parcel located outside the City limits and SOI. The extension was approved in response to a health and safety emergency and was adjacent to existing City sewer infrastructure.

PRE-APPLICATION COORDINATION

Staff conducts pre-application coordination to inform prospective applicants of LAFCo policies and procedures that apply to their anticipated projects and to discuss potential concerns in advance of application submittals. This allows the applicant to consider and address these concerns before applying to LAFCo. Pre-application coordination was held with the following agencies:

Russian River Flood Control and Water Conservation Improvement District

Proposed annexation of the Redwood Valley County Water District service area to coincide with the RRFC's permitted place of use and allow for use of contracted water throughout the RVCWD service area.

City of Ukiah

Proposed reorganization including annexations to the City of Ukiah and boundary changes with adjacent water and sewer agencies.

City of Willits

Additional water service meter to property with existing water service, located outside the City boundaries but within the recognized water service area.

POLICY AND PROCEDURE UPDATES

During FY 2025-26, staff reviewed LAFCo's policies and procedures in response to changes in state law and local operational needs. This work resulted in the Commission's adoption of three policy updates.

The Commission updated its teleconferencing policy to reflect changes in state law and amended its financial policies to clarify budget adjustment procedures and establish a biennial audit schedule as a cost-saving measure. Staff will continue reviewing the Policies and Procedures Manual and working with the Policies & Procedures Committee to recommend additional updates as needed.

Staff also developed Frequently Asked Questions (FAQs) and other informational materials to improve public understanding of LAFCo's purpose, responsibilities, and process.

PUBLIC INFORMATION AND CUSTOMER SERVICE

Staff regularly assists member agencies, property owners, real estate professionals, other governmental agencies, and members of the public with a wide range of inquiries. Common requests involve local agency boundaries, service providers, Commission decisions and records, and LAFCo policies and procedures.

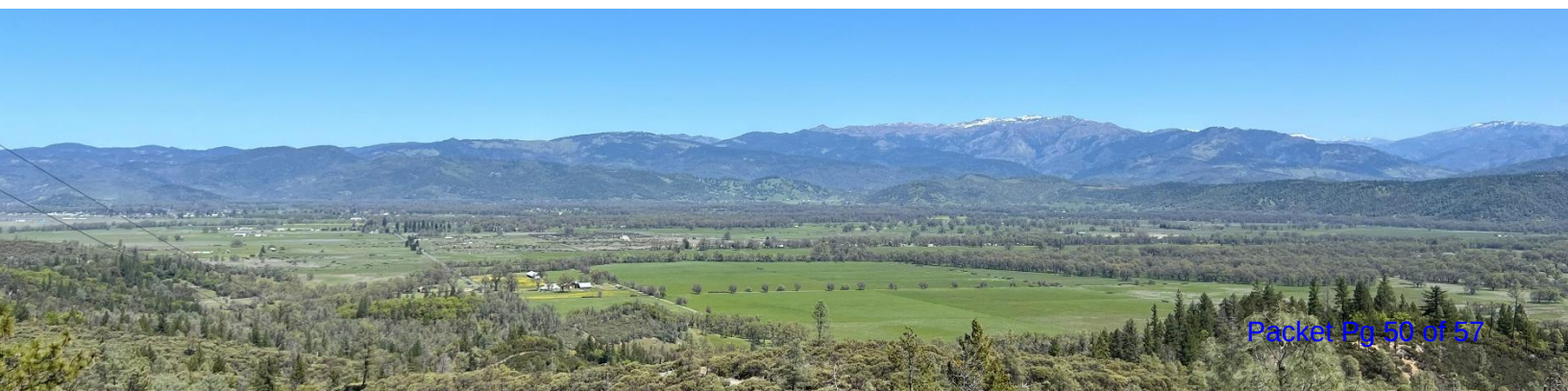
Staff also responds to requests submitted under the California Public Records Act, which often require extensive research, document review, and records compilation. During FY 2025-26, LAFCo received and responded to an unusually high number of these requests.

ADMINISTRATIVE ACTIVITIES

During FY 2025-26, staff focused on strengthening LAFCo's administration operations and improving access to agency information. Key accomplishments included publishing LAFCo's first Annual Report, expanding outreach to member agencies, and creating new public information materials.

Staff developed a continuity tracking report to document Commission direction and related follow-up on MSR/SOI studies, applications, and other matters. The report supports accountability and organizational continuity by providing a transparent record of pending and completed items. Staff will continue to refine the resource in future fiscal years.

Staff also continued to address long-standing records management needs by organizing and digitization historic meeting materials, applications, budgets, and other agency records. These efforts improve administrative efficiency, facilitate timely responses to records requests, and expand public access to LAFCo information.



Upcoming Projects

COUNTYWIDE FIRE AND EMERGENCY MEDICAL SERVICE REVIEWS

In fall 2025, LAFCo initiated a multi-year, countywide review of fire protection and emergency medical service (EMS) providers. The project began with informational presentations to the Mendocino County Fire Districts Association and the Mendocino County Fire Chiefs Association. These presentations explained LAFCo's planning and regulatory responsibilities, outlined the purpose and goals of the reviews, and introduced the study process.

Staff is coordinating closely with the Fire Districts Association's County Coordinator to share information and jointly develop a regional summary of fire and EMS services in Mendocino County. The summary will describe existing service conditions, highlight ongoing initiatives, and identify common challenges facing emergency response providers throughout the County. The regional summary and individual agency reviews are part of a multi-year Work Plan effort.

OTHER AGENCY STUDIES IN PROCESS

The City of Willits MSR and Laytonville County Water District MSR/SOI Update remain in progress. Staff continues to coordinate with both agencies and is awaiting additional information need to complete the reviews.

COMMISSIONER HANDBOOK

Substantial progress was made on development of a Commissioner Handbook, which will serve as a foundational resource for both incoming and experienced Commissioners. The Handbook will be presented to the Policies & Procedures Committee for review and further development in the coming year.

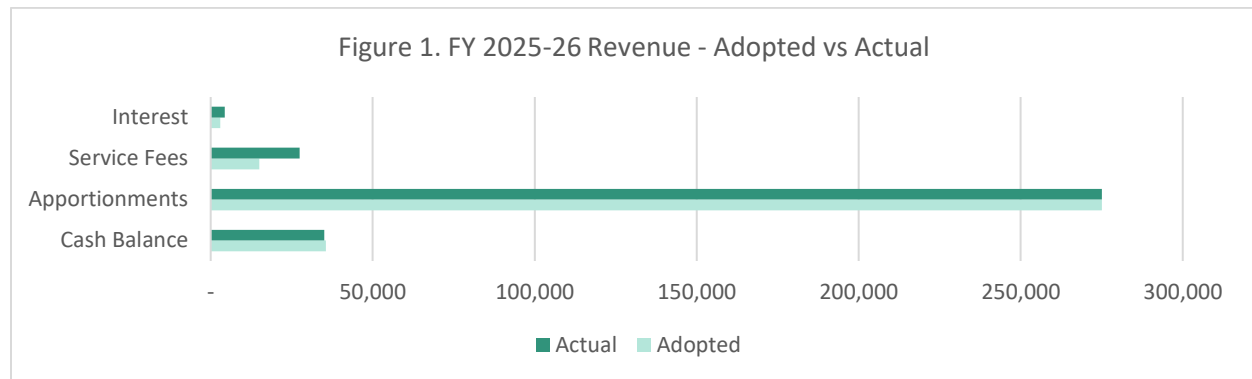


Financial Summary

REVENUE

The adopted FY 2025-26 budget was \$328,500 and included \$35,500 in available cash balance to support anticipated expenditures. Member agency apportionments remained unchanged from the prior year at \$275,000. In February 2026, the Commission amended the budget to \$338,500 to address unanticipated legal expenses, transferring the difference from legal reserves to cover the cost.

Interest revenue reached 145 percent of the budgeted amount because LAFCo delayed withdrawing apportionment funds from the Mendocino County Treasury for as long as operationally feasible, allowing the funds to earn additional interest.

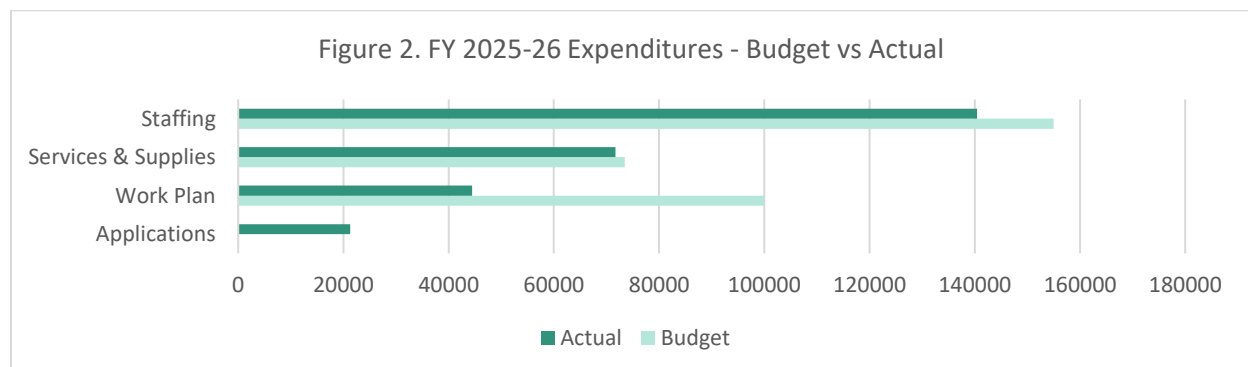


EXPENSES

Actual expenditures for FY 2025-26 totaled 82 percent of the amended budgeted. The primary savings occurred in Basic Services and In-County Travel and Expenses, including Commissioner stipends and mileage. Savings in Basic Services resulted from the cancellation of four regular meetings due to light agendas. Expenditures for Memberships, Insurance, and Legal Counsel were slightly above budget.

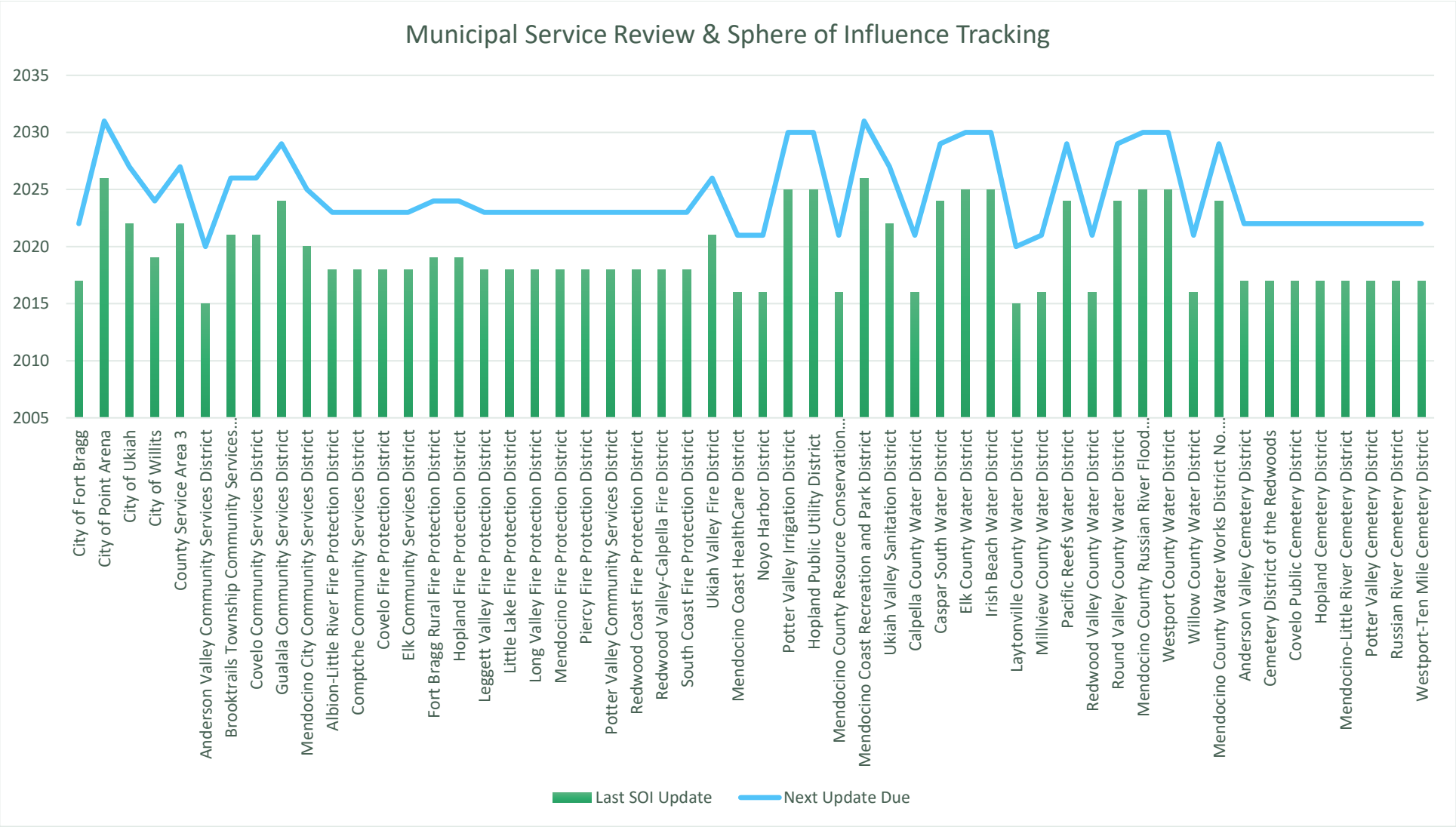
The largest unspent amount was in the Work Plan budget. Because other studies and applications required more time than anticipated, work on the multi-year, countywide fire and EMS review progressed more slowly than planned. The remaining funds will carry forward with the studies to support continued work in FY 2026-27.

A portion of the resulting year-end cash balance was applied to the FY 2026-27 budget, allowing member agency apportionments to remain unchanged for a fourth consecutive year.



Appendix: Municipal Service Review and Sphere of Influence Review Tracking

The following chart tracks the preparation of each agency's last MSR/SOI study and tentative schedule for next review.



ATTACHMENT 2

Mendocino LAFCo Continuity Tracking

September 1, 2026

The following tracking sheet documents Commission requests and direction related to specific studies, applications, and agencies. Staff will continue to refine and update the tracking sheet throughout the year.

Agency	Task/Direction	Status
City of Point Arena	Report to the Commission upon receipt of audited financial statements for FY 2025-26.	Tracking
City of Ukiah	O-2022-03: Outside Agency Services to Ford Road, Kunzler Ranch Road, and Carter Lane; conditions of approval	Tracking
County Service Area 3	County submit annual reports on CSA 3 activities and status.	Due
Hopland Public Utility District	Schedule MSR/SOI review for FY 2030-31; review outside agency services	Tracking
Mendocino Coast Health Care District	Schedule/prepare MSR per 2024 Grand Jury Report	Due
Mendocino Coast Recreation and Park District	Focused review of coordination with the City of Fort Bragg, concurrent with City of Fort Bragg MSR/SOI Update (approximately 2027-28)	Tracking
Ukiah Valley Sanitation District	O-2022-03: Outside Agency Services to Ford Road, Kunzler Ranch Road, and Carter Lane; conditions of approval	Tracking



STAFF REPORT

Agenda Item No. 8a	
MEETING DATE	September 14, 2026
MEETING BODY	Mendocino Local Agency Formation Commission
FROM	Uma Hinman, Executive Officer
SUBJECT	Report on Applications and Work Load

RECOMMENDED ACTION

Staff recommends the Commission receive and file this report.

BACKGROUND

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 delegates local agency formation commissions (LAFCos) with regulatory and planning duties to coordinate the logical formation and development of local government agencies. This includes approving or disapproving proposals for reorganizations (i.e., annexations, detachments, dissolutions, etc.), activation of latent powers, sphere of influence amendments, and outside service agreements.

LAFCo proceedings for jurisdictional changes are generally initiated by outside applicants through petitions (landowners or voters) and resolutions (local agencies). LAFCos may also initiate jurisdictional changes to form, consolidate, or dissolve special districts if consistent with the recommendations of approved municipal service reviews.

The item is for information and satisfies Mendocino LAFCo's reporting requirement for current and future applications.

Active and Future Proposals

Attachment 1 is a regular update to the Commission on active proposals on file as well as identification of future proposals staff anticipates being filed with LAFCo in the near term based on discussions with local agencies and proponents.

Work Plan

Local policy directs the Commission to annually adopt a Work Plan for purposes of providing a comprehensive overview of municipal service reviews and sphere of influence updates over the course of the fiscal year. Attachment 2 is an update on the status of activities scheduled in the Work Plan. This report also serves to inform the Commission of any changes in circumstances or priorities.

Attachments

1. Summary Table – Application Activity and Potential Future Proposals
2. Summary Table – Work Plan Tracking and Status

Attachment 1. Summary Table – Application Activity and Potential Future Proposals

LAFCo File No. ¹	Applicant	Project Name	Date Application Received	Certificate of Filing	LAFCo Hearing Date	Certificate of Completion	BOE Submittal Date
Active Proposals							
A-2025-05	MCRRFC& WCID	Russian River Flood Control District Annexation of RVCWD	10/14/2025				
The Mendocino County Russian River Flood Control & Water Conservation Improvement District (RRFC) proposal to annex the Redwood Valley County Water District (RVCWD). The annexation will allow the RRFC to extend their service area to match its place of use and establish a standard water services agreement with the RVCWD that will allow for use of contract water throughout the RVCWD service area. The application is tentatively scheduled for public hearing on October 5, 2026.							
P-2025-01	Ukiah	Pre-Application Review for Reorganization	4/22/2025	N/A	N/A	N/A	N/A
The City of Ukiah's Pre-Application Review to coordinate development of an application(s) for reorganization. City has announced withdrawal of proposal.							
P-2023-02	Fort Bragg	Pre-Application Review for Annexation of City-owned Properties	4/10/2023	N/A	N/A	N/A	N/A
The City of Fort Bragg submitted a Pre-Application Review Request for annexation of Mendocino Coast Recreation and Park District properties consisting of 6 parcels totaling 582 acres. The intended use of the parcels is for water supply reservoirs, power generation, preservation and recreation. A pre-application meeting was held with Fort Bragg staff on July 25, 2023. Staff met with City staff on June 27, 2024 to pre-review the application materials for annexation. The City continues to plan for development an annexation of the subject parcels and has requested the Pre-Application remain open.							
A-2023-01	AVCSD	Annexation of Sphere	3/6/2023				
The Anderson Valley Community Services District (AVCSD) proposes to annex the District's Sphere of Influence (SOI) for fire and ambulance services. The application is incomplete pending a tax share agreement							
L-2022-01	ECSD	Elk Community Services District Activation of Latent Powers for Wastewater Services	4/8/2022				
The Elk Community Services District (ECSD) proposes to activate latent powers for wastewater services. The district proposes to assume ownership and operation of a community leach field within the community of Elk. The application is incomplete pending a tax share agreement and additional information.							
Future Proposals							
	AVCSD	AVCSD Activation of Latent Powers for Water and Wastewater Services					
The AVCSD is developing a plan and design for providing water and wastewater services to the community of Boonville, which will require activation of latent powers through LAFCo. The District anticipates submitting an application in 2026.							
	City of Willits	SOI Amendment					
The City of Willits is developing an application for a Sphere Amendment and staff is coordinating an MSR update to coincide with the City's application.							

¹Key: A – Annexation
C – Consolidation
D – Detachment

F – Formation
L – Activation of Latent Powers

O – Outside Agency Service
Agreement

P – Pre-application Review
Request
R – Reorganization

Attachment 2. Summary Table – Work Plan Tracking and Status

FY 2026-27 ESTIMATED WORK PLAN IMPLEMENTATION SCHEDULE AND STATUS

Work Plan status as of August 31, 2026

Subject to Change: The estimated schedule and costs for the annual Work Plan are subject to change based on agency responsiveness, timely provision of requested information, complexity of issues, level of public and affected agency controversy, and changing needs and priorities.

CEQA: Based on LAFCo practice, the work plan assumes minimal costs for CEQA compliance related to preparing a Notice of Exemption, unless an agency proposes a non-coterminous SOI and pays for any necessary studies and preparation of a Negative Declaration or Environmental Impact Report.

Rolling Work Plan: It is difficult to completely contain staff activities in a single fiscal year; therefore, completion of a study may roll over to the next fiscal year. This estimated work plan implementation schedule is intended to enhance communication and transparency.

Agency	Request for Information	Admin Draft	Public Workshop	Public Hearing	Final Study	Status/Notes
FY 2026-27 Work Plan						
Laytonville County Water District	8/9/2024 5/7/2025					Initial interview conducted 3/20/2025; MSR/SOI study initiated; partial response has been received, awaiting remaining information requests.
City of Willits	4/30/2025	2/18/2026				Administrative Draft under internal review by City staff; coordination meeting with staff in August 2026.
Mendocino Coast Health Care District						Staff sent letter initiating MSR to District board on July 29, 2026.
Fire/EMS Service Providers (18)	12/11/2025					All but two agencies have submitted responses to the RFIs. A regional paper is in progress. Staff are developing administrative drafts of individual districts.