



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

Douglas Crane
Alternate City Member

John Haschak
Alternate County Member

Raghda Zacharia
Alternate Public Member

Vacant
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 a.m. in the
Mendocino County Board
of Supervisors Chambers
501 Low Gap Road, Ukiah

Approved September 9, 2025

FINAL MEETING MINUTES

Regular Commission Meeting

Regular Meeting of Monday, July 7, 2025

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

- 1. CALL TO ORDER and ROLL CALL** (Video Time 04:25)
Chair Mulheren called the meeting to order at 9:30 a.m.

Regular Commissioners Present: Maureen Mulheren, Gerald Ward, Madeline Cline, Gerardo Gonzalez, Candace Horsley, Susan Mahoney, Mari Rodin

Regular Commissioners Absent: None

Alternate Commissioners Present: Raghda Zacharia

Alternate Commissioners Absent: Douglas Crane, John Haschak

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

- 2. PUBLIC EXPRESSION** (Video Time 05:05)
None

- 3. OTHER BUSINESS** (Video Time 05:34)
None

- 4. CONSENT CALENDAR** (Video Time 05:36)
4a) May 5, 2025 Regular Meeting Summary
The Commission considered the draft May 5, 2025 regular meeting summary for approval.

4b) Ratify May Claims & Financial Report

Staff recommended that the Commission approve the May 2025 claims and financial report.

May 2025 Claims totaling:	\$ 30,377.27
Hinman & Associates Consulting	27,560.62
Commissioner Stipends (Mahoney)	178.40
Marsha Burch Law Office	855.00
Zach Pehling, CPA	-
Streamline	115.00
Mendocino County Information Services (GIS, Televised meetings)	272.65
City of Ukiah (UVCC) (Office Space, Postage and Copies)	745.54

4c) June Claims & Financial Report

Staff recommended that the Commission approve the June 2025 claims and financial report. The following comments and questions were made by members of the Commission:

Commissioner Ward:

- Noted that the line item ‘Basic Services’ appears to be under budget. EO Hinman noted that canceling the June Regular Commission meeting resulted in a cost savings.
- Requested confirmation that the anticipated cash balance applied to the FY 2025-26 budget was \$55,000; EO Hinman confirmed.
- Requested clarification on the current application deposits held in the LAFCo checking account; EO Hinman reported that there is approximately \$28,000 held on deposit.
- Commented that the checking account shows a current balance of \$105,000, and accounting for the pending June claims to be paid out, the remaining balance appears to be greater than \$55,000. Commissioner Ward further noted that it appears to be better than expected.

June 2025 Claims totaling:	\$ 26,663.12
Hinman & Associates Consulting	23,505.62
Marsha Burch Law Office	1,710.00
Streamline	115.00
Mendocino County Information Services (GIS, Televised meetings)	642.80
City of Ukiah (UVCC) (Office Space, Postage and Copies)	689.70

4d) Approve Contract for Financial Services with PnPCPA to Conduct the FY 2024-25 Audit

The Commission considered approval of the financial services contract with PnPCPA to conduct Mendocino LAFCo’s financial audit for FY 2024-25, and to authorize the Commission Chair to sign the proposal dated April 22, 2025. The proposal from PnPCPA is to conduct the FY 2024-25 financial audit at a cost of \$4,510 to be paid in two installments: 50 percent to initiate the audit and the remainder at completion.

4e) Ratify Legislative Letter Opposing SB 777

The Commission considered ratifying the legislative letter of opposition to Senate Bill (SB) 777 submitted on May 13, 2025.

4f) Ratify the Executive Officer’s Approval of the City of Fort Bragg Outside Agency Services Agreement for the Continued Provision of Internet Services

LAFCo staff recommended that the Commission ratify the Executive Officer’s approval of the City of Fort Bragg (City/Fort Bragg) Outside Agency Service (OAS) Agreement for the continued provision of internet service upon acquisition of Mendocino Coast Network (MCN) internet network from the Mendocino Unified School District (MUSD). Sarah McCormick, Economic Development Manager for the City of Fort Bragg, attended the meeting via Zoom. The following discussion points and questions were made by members of the Commission:

Commissioner Horsley:

- Requested clarification on why the MUSD was selling the internet network service. Ms. McCormick responded that the MUSD had placed MCN on the market a couple of years ago, and the City approached MCN because most of their customers are within Fort Bragg city limits. Ms. McCormick also noted that the City did not want to be in competition with MCN and wanted to ensure that the talent and expertise that MCN has brought to the Mendocino coast over the last 30 years was respected and maintained.

Commissioner Ward:

- Requested clarification on why the local government is involved given that internet network service is typically considered to be a private industry. Ms. McCormick replied that the region needs a faster, more reliable internet service and hasn't seen the private sector investing in improving the technology in the area.
- Asked what happens to an MCN customer's account if they decide to opt out of MCN and select another internet provider. Ms. Cormick responded the customer account will disappear, and that this is an opportunity for existing MCN customers who want to continue MCN internet service. In addition, Fort Bragg is committed to ensuring that customers continue to have access to service until they find another service provider.
- Requested clarification on the discussion of future annexation on page (pg.) 43 of the agenda packet, and how future annexation fits into this. EO Hinman responded that one of LAFCO's standard conditions for OAS agreements is generally a consent to annex. However, in this case, because the properties are scattered along the North Coast, from Westport to Comptche, the condition would not be appropriate. The conditional approval includes discussion that consent to annex would not apply.
- Inquired upon whether an unfavorable precedent could be set by not applying the consent to annex approval as a condition. EO Hinman responded that the approval contains conditions that state that if any outside agency services are discontinued at any time, that they fall off the approval. Over time, it's expected that those will eventually fall off for other service providers and that the service will continue to withdraw into the city limits. EO Hinman also noted that there is also a condition prohibiting new customers to connect to service that is located outside the city.

There were no public comments.

Motion: Approve the Consent Calendar (Items 4a – 4f).		
Motion Maker: Gonzalez	Motion Second: Horsley	Outcome: Passed unanimously
Roll Call Vote: (7) Cline, Gonzalez, Horsley, Mahoney, Rodin, Ward, Mulheren		

5. PUBLIC HEARING ITEMS (Video Time 16:21)

None

6. WORKSHOP ITEMS (Video Time 16:21)

None

7. MATTERS FOR DISCUSSION AND POSSIBLE ACTION (Video Time 16:24)

7a) CALAFCO Board of Directors Elections Call for Nominations

The Commission considered the California Association of Local Agency Formation Commissions (CALAFCO) Board of Director's request for nominations for county and special district representatives for the Northern Region. It is a two-year term commitment and meetings are held on a quarterly basis, typically over the teleconferencing platform Zoom. The deadline for nominations is September 19.

EO Hinman reported that six LAFCos have decided not to renew their CALAFCO membership for the next fiscal year; most of which have stated their intent to consider renewing their membership the following fiscal year. In response, the CALAFCO Board has decided to hold the Southern Region seats open in case those LAFCos return.

The following discussion points and questions were made by members of the Commission:

Commissioner Ward:

- Inquired about the six LAFCos who chose not to renew their CALAFCO memberships. EO Hinman responded that one in the Central Region, one in the Coastal Region, and four in the Southern Region decided not to renew their CALAFCO memberships.

- Requested clarification on CALAFCO's next steps and whether membership dues will increase. EO Hinman responded that the CALAFCO Board has committed to keeping the membership dues as adopted for the current fiscal year and will consider the dues structure next fiscal year.
- Upon inquiry, EO Hinman reported that the remaining LAFcos are dedicated to working with the CALAFCO Board, and the Board has hired Sacramento LAFCo EO José Henríquez as the Interim Executive Director and contracted with Pamela Miller who has worked as an executive director for CALAFCO in the past and has returned as a consultant. The remaining LAFcos have increased their volunteerism; EO Hinman is on the conference planning committee dedicated to planning a welcoming and collaborative conference this year with particular focus on membership. Senator Cortese has been invited to speak at the annual conference in San Diego, October 22-24, 2025.

There were no public comments. No action was taken.

8. INFORMATION AND REPORT ITEMS

8a) Work Plan, Current and Future Proposals (Video Time 22:50)

EO Hinman reported that a Pre-Application was received from the Mendocino County Russian River Flood Control and Water Conservation Improvement District (RRFC) to begin coordinating the materials and process for their anticipated application proposing annexation of the Redwood Valley County Water District (RVCWD).

Under a Pre-Application, staff continue to coordinate with the City of Ukiah to advise on application process and materials that will be required by LAFCo.

The Hopland Public Utilities District (PUD) streamlined review will be presented to the Commission for consideration at the next regular Commission hearing.

An initial interview was conducted with staff from Laytonville County Water District, where it was determined that a comprehensive service review was appropriate. Additional information requests have been made and staff are developing the study.

Administrative draft studies for the Mendocino Coast Recreation and Park District (MCRPD) Municipal Service Review (MSR), City of Willits MSR, and the City of Point Arena are in development. The administrative drafts will be provided to the respective agencies for technical review and additional information needs in the coming months. The studies are anticipated to be scheduled for workshops in the fall.

The following discussion points and questions were made by members of the Commission:

Commissioner Ward:

- Requested an update on the MSR negotiations with Mendocino Coast Health Care District (MCHCD). EO Hinman responded there is nothing recent to share and she will contact MCHCD staff this month.

8b) Correspondence (Video Time 26:46)

None

8c) CALAFCO Business and Legislation Report (Video Time 26:46)

EO Hinman reported that CALAFCO U first offering is "Commissioner Best Practices" and will be held on July 17. The webinar is free to CALAFCO members. The registration deadline is July 16 and EO Hinman noted her availability to assist with registration if needed. Attendance is not mandatory for the upcoming CALAFCO seminars, but the seminars are free opportunities for CALAFCO members. Other CALAFCO U offerings through the end of the year include "The Brown Act - LAFCo Edition" and "Mapping 101 - Crash Course".

8d) Executive Officer's Report (Video Time 28:31)

EO Hinman reported that she is collaborating with Emily Tecchio, County Coordinator with the Mendocino County Fire Safe Council, to begin coordinating outreach efforts for the fire and emergency medical services (EMS) study scheduled for this current fiscal year. Coordinated outreach is anticipated to begin next month.

EO Hinman noted that the deadline to submit ballots for the Alternate Special District member vacancy is July 9 at 12:00 p.m. LAFCo is three ballots short of establishing a quorum (twenty-five ballots) for the election. If the remaining three ballots are not received by the July 9 deadline, the election will be extended for an additional sixty days. Reminders have been distributed to all independent special districts.

The following discussion points and questions were made by members of the Commission:

Commissioner Rodin:

- Recommended that the special districts members of the Commission notify their respective boards of the election and the remaining votes required to establish a quorum. Commissioner Horsley noted that the Ukiah Valley Sanitation District (UVSD) Board of Directors will vote at their next regular meeting on July 9.

8e) Committee Reports (Executive Committee, Policies & Procedures) (Video Time 30:43)

None

8f) Commissioners Reports, Comments or Questions (Video Time 30:48)

Commissioner Ward requested clarification on whether the Chair or Treasurer should sign the management letter to be sent to the County Auditor's office. EO Hinman responded that historically the Treasurer has signed it.

ADJOURNMENT (Video Time 32:10)

There being no further business, the meeting adjourned at 9:58 a.m.

The next regular meeting of the Commission is scheduled for Monday, **August 4, 2025**, 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 7, 2025](#) YouTube meeting recording. Links to recordings and approved minutes are also available on the [LAFCo website](#).