

MENDOCINO

Local Agency Formation Commission

Ukiah Valley Conference Center | 200 South School Street | Ukiah, California 95482
Telephone: (707) 463-4470 | E-mail: eo@mendolafco.org | Web: http://mendolafco.org

COMMISSIONERS

Tony Orth, Chair
Brooktrails Township CSD

Scott Ignacio, Vice Chair
Point Arena City Council

Gerald Ward, Treasurer
Public Member

Matthew Froneberger
Special District Member

Glenn McGourty
County Board of Supervisors

Maureen Mulheren
County Board of Supervisors

Mari Rodin
City Member

Jenifer Bazzani, Alternate
Ukiah Valley Fire District

Gerardo Gonzalez, Alternate
Willits City Council

John Haschak, Alternate
County Board of Supervisors

Richard Weinkle, Alternate
Public Member

STAFF

Executive Officer
Uma Hinman

Analyst
Larkyn Feiler

Commission Clerk
Kristen Meadows

Counsel
Scott Browne

REGULAR MEETINGS

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

Approved by Commission on April 4, 2022

DRAFT MINUTES

Local Agency Formation Commission of Mendocino County Regular Meeting of Monday, March 7, 2022

Meeting held via Zoom due to COVID-19 Pandemic Emergency Conditions

1. CALL TO ORDER and ROLL CALL (Video Time 2:34)

Chair Orth called the meeting to order at 9:00 a.m.

Regular Commissioners Present: Tony Orth, Scott Ignacio, Gerald Ward, Mari Rodin, Matthew Froneberger, Maureen Mulheren, and Glenn McGourty (9:02)

Regular Commissioners Absent: None

Alternate Commissioners Present: Gerardo Gonzalez and Richard Weinkle

Alternate Commissioners Absent: John Haschak and Jenifer Bazzani

Staff Present: Uma Hinman, Executive Officer; Larkyn Feiler, Analyst; Kristen Meadows, Clerk; and Marsha Burch, Legal Counsel

2. AB 361 REMOTE TELECONFERENCING ACTION (Video Time 3:34)

The Commission adopted Resolution No. 2021-22-11 making continued findings pursuant to Assembly Bill 361 to conduct public meetings remotely due to the COVID-19 pandemic.

Commissioner Ward asked for an update on returning to in person meetings. Commissioner Mulheren answered that there are some technological renovations that are taking place this month in the Board Chambers. Once finalized, she suggested that EO Hinman reach out to the Clerk of the Board for more information.

Motion by Commissioner Ignacio to adopt Resolution No. 2021-22-11.

Second by Commissioner Mulheren.

Approved by roll call vote: unanimous.

Ayes: (7) Froneberger, Rodin, Ignacio, McGourty, Mulheren, Ward, Orth

3. PUBLIC EXPRESSION None

4. CONSENT CALENDAR (Video Time 6:59)

4a) February 7, 2022 Regular Meeting Summary

There were no comments from the Commission regarding the meeting summary

4b) February 2022 Claims & Financial Report

February 2022 Claims totaling:		\$19,333.57
Hinman & Associates Consulting		17,742.38
P. Scott Browne		900.00
Comcast		109.07
Streamline		50.00
Ukiah Valley Conference Center		532.12

Treasurer Ward asked for clarification regarding the charge for bookkeeping on the Hinman & Associates Consulting Invoice. EO Hinman responded that additional reports from QuickBooks were necessary for this year's budget process and to answer questions from the auditor.

4c) Report out of February 7, 2022 Closed Session – Contract Staff Evaluation

Chair Orth reported that the Commission conducted the annual Contract Staff Evaluation in closed session during the last meeting.

Motion by Commissioner Mulheren to approve the Consent Calendar.

Second by Commissioner McGourty.

Approved by roll call vote: unanimous.

Ayes: (7) Ward, Froneberger, Mulheren, McGourty, Ignacio, Rodin, Orth

5. PUBLIC HEARING ITEMS None

In consideration of the public's time and interest, the Commission addressed item 7 before the Workshop Item 6.

7. MATTERS FOR DISCUSSION AND POSSIBLE ACTION (Video Time: 9:50)

7a) Proposed Revised Approach for the City of Ukiah and Ukiah Valley Sanitation District Studies

EO Hinman gave the report. In 2020, the Commission directed staff to solicit proposals for consultant prepared MSR/SOI studies for the City of Ukiah (City) and Ukiah Valley Sanitation District (UVSD or District). Due to significant costs related to the studies, alternative payment arrangements were discussed, but agreements were not reached.

In the meantime, LAFCo, UVSD, and City staff have been supporting each other through regular collaboration meetings, and UVSD and City staff have developed an Ad Hoc Committee that meets regularly to facilitate efficient provision of services. This arrangement will ultimately result in better planning for the community overall. In addition, the City's General Plan Update is in progress and on a schedule that supports the completion of LAFCo's studies. Much of the data collected for the General Plan Update is applicable to the MSR/SOI Updates for both the City and the District. Both agencies have committed staff to work with LAFCo on the process and ongoing communications will facilitate a coordinated approach that will build relationships. Therefore, Staff recommends shifting from consultant-prepared reports to in-house developed MSR/SOI Studies for the agencies that are projected to be completed this calendar year, assuming General Plan Update and CEQA studies progress as anticipated.

Comments from the Commission and the Public

Commissioners McGourty and Rodin expressed support for the new approach.

Commissioner Ward expressed frustration with delays in completing the Work Plan studies. He asked for projected costs associated with the change.

Chair Orth commented that collaboration at the local level facilitates the provision of multiple services across the county and is far preferable to a study conducted by an outside party. In addition, he believes the Commission's ability to consider UVSD's request for out-of-agency services would not be possible without this coordinated activity. The cost for CEQA studies was never budgeted for, however by coordinating with the City's General Plan Update, the cost to LAFCo and its member agencies will be significantly reduced.

EO Hinman gave the following specific budget amounts for the City's study:

Approved for 2021-22: \$12,500

Proposed for 2022-23: \$15,000

Total: \$27,000

Commissioner Rodin asked for the proposed budget for a consultant-prepared study by Planwest & Associates. EO Hinman answered approximately \$80,000 - \$60,000 for the study, plus \$20,000 (initially) for a CEQA Initial Study. Commissioner Rodin commented that this is the first time in her 15-year history with LAFCo that it has had leadership capable of providing local knowledge and facilitating this vital collaboration.

Commissioner McGourty was sympathetic to Commissioner Ward's concerns while acknowledging staff's limited resources.

Commissioner Ward asked for more detailed Work Plan updates.

Commissioner Froneberger asked what prohibited reaching agreements for consultant-prepared studies. He noted that it can be beneficial to hire a consultant especially when relationships are strained.

EO Hinman summarized the agreement efforts. The Commission directed staff to negotiate a funding agreement with the City, then contract with Planwest Partners; however, contract negotiations were unsuccessful. Since then, Staff has been regularly collaborating with City and District Staff and laying the groundwork for completing the studies. Despite the appearance of inactivity, the UVSD MSR is in progress.

Commissioner Ignacio expressed understanding of the Commissioners frustration. Following an executive meeting with Wing-See Fox, UVSD General Manager and Craig Schlatter, City Community Development Director, he was encouraged by the cooperative process that is coming together and the promise of positive outcomes. These studies are very complex and involve overlapping services and competing interests. In addition, agencies throughout the state of California are completing more work in-house and reducing the use of outside consultants.

Chair Orth invited Sage Sangiacomo, City Manager and Wing-See Fox, UVSD General Manager to comment, and both expressed support for the revised approach.

Mr. Sangiacomo highlighted the successful collaboration between City and LAFCo staff on the recent Ukiah Valley Fire District's annexation of the City of Ukiah stating that the project helped foster positive working relationships and laid the foundation for current and future collaborations. Regarding cost, he commented that the new approach is a course correction that prevents unnecessary excessive expense.

Ms. Fox commented, although difficult to quantify, the hard work over the past year has repaired decades of mistrust. She applauded the work of staff and their dedication to establishing the best provisions of services for the Ukiah Valley.

Craig Schlatter encouraged a regional approach to planning with horizontal collaboration where everyone is working together to reach a common goal. This approach has proven to work effectively and efficiently, as experienced with the Fire District annexation, and he looks forward to continued collaboration with LAFCo staff.

EO Hinman commented the new approach will build important relationships between the agencies and LAFCo and all parties working together will prove to be beneficial in the long run.

Motion by Commissioner Rodin to approve Staff's proposal to shift the approach to development of the MSR/SOI Updates for the City of Ukiah and Ukiah Valley Sanitation District to in-house preparation by staff with agency support.

Second by Commissioner Mulheren.

Approved by roll call vote: 5 to 2.

Ayes: (5) Ignacio, Rodin, McGourty, Mulheren, Orth

Noes: (2) Ward, Froneberger

Following the vote, Commissioner Ward asked for regular detailed reports on the progress of the MSR/SOI studies for both agencies. EO Hinman agreed to do so.

Commissioner Ignacio suggested that the next report include a flowchart with progress milestone dates.

7b) Ukiah Valley Sanitation District Sphere of Influence Review and Out-of-Agency Services Request

(Video Time: 39:46)

Analyst Feiler presented the item regarding an informational report on the Ukiah Valley Sanitation District request for clarification on Sphere of Influence status and coordination efforts to address an out-of-agency services request. The following local agency representatives participated in the discussion: Ernie Wipf, Chair of the Ukiah Valley Sanitation District (UVSD or District) Board of Directors, Candace Horsley, UVSD Board of Directors Member, Wing-See Fox, UVSD Interim General Manager, and Sage Sangiacomo, City Manager for the City of Ukiah (City).

Following are summary discussion points for this item:

- The difference between steps 1 and 2 of the Sewer Service to Ford Road/Masonite Properties Area Potential Approach on page 25 of the packet is that step 1 involves the City making application to LAFCo for an Out-of-Agency Service Agreement (OASA) to provide sewer services to the Ford Road/Masonite Properties Area and step 2 involves the District and City developing an agreement for direct District provision of services to the area.

- The District and City Ad Hoc Committee is still working through the draft proposal for extending sewer services to the Ford Road/Masonite Properties Area as an interim step before annexation.
- The next step is the District and City developing the terms of agreement for future City annexations that are not piecemeal in nature, do not create financial hardship for the District, and are based on District support.
- The draft OASA framework would ensure that this area is served by public sewer instead of on-site septic.
- The District and City want to continue to develop the OASA framework unless there is no Commission support to proceed until the Sphere of Influence (SOI) for the District and City is updated.
- The draft OASA proposal is the best framework to address the immediate need to provide public services in this area and does not preclude moving forward with the MSR/SOI studies for the District and City.
- The OASA framework entails creating agreements between the District and City and the City and County to work out the details on how this area will be served and to support a future annexation proposal instead of fighting over jurisdictional control through the annexation process before the Commission.
- This approach will allow for interim public services to this area in support of orderly development.
- In addition to the Ford Road/Masonite Area, there are other areas with adjacent District infrastructure needing public sewer and are located far away from City limits such that the City likely will not annex them soon or ever.
- The District and City are working together to come up with the best plan to hopefully allow for regional sewer and water systems and that do not create financial hardship for any special districts involved.
- The area in between the City limits and the Masonite area is currently in the UVSD boundary.
- The Brush Street triangle area should likely also be considered for this type of arrangement at some point.
- The City would be the applicant to LAFCo for the OASA because the existing District SOI is unclear and the goal is to provide sewer to properties proposed for imminent development in a reasonable amount of time.
- The purpose of the 1995 Ukiah Valley Task Force was to bring the special districts and city together to provide smooth, stable, and long-term services, and after 27 years of disagreements, lawsuits, and issues, the agencies are finally at a point of working together and making agreements to keep small agencies intact until there is a wholesale change, like through consolidation, and to provide the best customer service now and in the future.
- The District and City are working together to parallel track the OASA framework and the MSR/SOI Update to be as efficient as possible and to address the bigger picture but also have a quicker path for addressing the Ford Road/Masonite Area which is under high development pressures.
- The District applying directly for the OASA is not in line with the larger conversation between the agencies regarding the City eventually annexing the entire UVSD service area.
- The OASA framework facilitates interagency coordination as opposed to fighting which has led to years of stagnation and limited LAFCo's ability to promote quality community services and prevent urban sprawl and piecemeal development in the Ukiah Valley.
- The District and City are seeking Commission support to continue the process and bring forward a more fully developed solution for Commission consideration.
- Septic systems are not the most efficient way of dealing with the byproducts of business, and so sewer service in the Ford Road/Masonite Area is the best way to support commercial development.
- The relationship building process between the District and City is delicate and there is no guarantee of the outcome, but the agencies are working together to resolve these complex, contentious, and long-standing issues and ultimately have an area of success that can be replicated in other parts of the valley.
- Similar to the prior item 7a, it will be important to receive concise progress updates and keep timelines short on this process since some of these properties have been in a state of limbo for a very long time.

The Commission directed staff to work with the parties involved and continue the process which will lead to an item for Commission consideration and action at a future meeting.

7c) Proposed Amendment No. 2 to the Executive Officer Services Agreement (Video Time: 1:07:12)

Mendocino LAFCo contracted Hinman & Associates Consulting, Inc. for staff services in 2016. One rate increase was approved in 2018. The requested amendment, supported by the Executive Committee, was approved by the Commission without discussion.

Motion by Commissioner Mulheren to approve and authorize Chair signature on Amendment 2 of the Executive Officer Services Agreement.

Second by Commissioner Froneberger.

Approved by roll call vote: unanimous.

Ayes: (7) Froneberger, Ignacio, Rodin, McGourty, Mulheren, Ward, Orth

7d) Proposal to Establish Service Rates (Video Time: 1:09:28)

Currently Mendocino LAFCo relies solely on apportionment fees to fund operations and statutory responsibilities. Application processing is currently zero sum. To offset overhead and long-term planning expenses staff proposed establishing weighted service rates to application processing. The proposed methodology for determining the rates is based on various other LAFCos processes and on the 2022-23 Budget.

Step 1: Calculate Hourly staff rates = Sum of EO, Analyst, Clerk/Assistant Planner, and Legal Counsel.
Hourly Overhead Cost = Overhead expenses (sum of Operations plus half of Work Plan expenses) divided by hourly staff rates.

Commissioner Rodin asked the reasoning behind calculating half of the Work Plan expenses. Chair Orth answered that LAFCo recuperates a portion of the Work Plan Costs through apportionment fees. This proposal is intended to supplement LAFCo revenues, therefore half of the costs are calculated.

Step 2: Calculate Hourly Service Rates Per Budgeted Position = Sum of the staff rate and hourly overhead cost.

The methodology results in the in the following hourly service rates based on the proposed FY 2022-23 staff rates and preliminary budget.

Proposed Hourly Service Rates for FY 2022-23		
Contract Staff	Staff Rate	Proposed Service Rates
Executive Officer	\$110.00*	\$160.00
Analyst	\$75.00*	\$125.00
Clerk/Assistant Planner	\$40.00	\$90.00
Legal Counsel	\$225.00	\$275.00

**Rate proposed for FY 2022-23*

The estimated potential revenue would be \$20,000 to offset operations and long-term planning costs.

Commissioner Ward asked how staff proposes to bill for Legal Counsel's time. EO Hinman responded that Legal Counsel would receive \$225/hour for services and the calculated hourly overhead cost of \$50.47 could be used to reduce apportionment fees or expand LAFCo's services.

Motion by Commissioner Froneberger to approve the establishment of weighted service rates to be applied to services subject to the LAFCo Fee Schedule and direct staff to schedule a public hearing on April 4, 2022 to adopt service rates and update the Fee Schedule accordingly.

Second by Commissioner McGourty.

Approved by roll call vote: unanimous.

Ayes: (7) Ignacio, Froneberger, Ward, Rodin, Mulheren, McGourty, Orth

7e) Senate Bill 938 (Video Time: 1:18:36)

CALAFCO is sponsoring SB 938, introduced by Senator Hertzberg on February 8, 2022, which seeks to amend the protest provisions by changing the protest threshold for a Commission-initiated dissolution of a special district, from the current ten percent (10%) to twenty-five percent (25%). As drafted, the bill will consolidate various sections of the CKH into one section of the Act, make conforming changes, and remove obsolete provisions. The bill will likely be set for hearing on March 31 in Senate Governance & Finance. CALAFCO is requesting the LAFCo Chair to sign a letter of support to be submitted to the legislative bodies for consideration.

Commissioner Ward asked how the bill would change LAFCo processes. EO Hinman responded that currently LAFCo initiated dissolutions require a 10% protest threshold, and the bill would increase the threshold to 25% making it consistent with other current protest provisions.

Commissioner Rodin referenced the Little Hoover Commission Report as SB 938 is based on one of its recommendations. She encouraged the Commissioners to read it.

Motion by Commissioner Rodin for the Commission to take a supportive position on SB 938 and authorize the Chair to sign the draft letter of support for submittal.

Second by Commissioner Ignacio.

Approved by roll call vote: unanimous.

Ayes: (7) Froneberger, Ignacio, Rodin, McGourty, Mulheren, Ward, Orth

6. WORKSHOP ITEMS (Video Time: 1:22:52)

6a) Preliminary Fiscal Year 2022-23 Budget and Work Program

EO Hinman presented the Preliminary Budget and Work Program. The CKH requires the budget be equal to or greater than the previous fiscal year's budget with the exception that the reduction will not affect the Commission's ability to fulfill its purpose.

Budget Terms and Definitions:

Work Program: A narrative of expected work products to be delivered within a fiscal year.

Includes basic services, services and supplies, the work plan, and special projects.

Work Plan: A guideline for the completion of state mandated MSRs and SOI Updates.

Apportionment Fees: LAFCo's main source of revenue, based on a State regulated 1/3 division of contributions from the Cities, County, and Special Districts.

MSR/SOIs are required to be completed every 5 years for every agency that provides municipal services, specifically water, sewer, fire, and police, per Mendocino LAFCo policy. The study's scope ranges from abbreviated – meets mandates, to comprehensive – promotes good planning.

The first round of SOI updates, beginning in 2012 through 2018, were abbreviated due to time and budget constraints. In 2018 a rolling work plan was developed and prioritized based on budget, scope and approach.

Currently, Mendocino LAFCo is processing its second round of SOI updates while the County is facing significant issues including: drought, fire, and water/housing shortages. Determinations by the Commission, based on the studies, are used by state and local agencies to address issues and guide planning, making a comprehensive study more valuable and beneficial than an abbreviated study.

Recognizing the current issues facing the County, staff recommended a comprehensive approach for the upcoming fiscal year Work Plan and proposed focusing on the water districts, split into two categories – inland and coastal, the City of Ukiah, and UVSD.

No CEQA expenses are included in the proposed work plan budget, therefore staff recommended consideration of a Work Plan Contingency – an accumulation of unused work plan budget that rolls into subsequent fiscal years with the goal of providing flexibility and accommodations for delays in study development, studies that extend over multiple years, shifts in approach, and some CEQA document preparation.

EO Hinman presented tables summarizing the preliminary budget with an increase in operations from \$200,675 to \$263,800, and the proposed work plan contingency of \$30,815.

Commissioner Ward asked about the contribution of funds to reserves. EO Hinman responded that because expenses are projected to be under budget, target reserves will be met while allowing for a \$38,715 contingency. Cost savings were due to remote meetings, cancellation of the staff workshop, and unused work plan budget.

In comparison to other LAFCos serving a similar population size, Mendocino LAFCo has the smallest budget.

In closing, EO Hinman reviewed the Budget development schedule according to LAFCo Policy.

Chair Orth suggested setting the public hearing for May 2 to give affected agencies the opportunity to address the Commission.

Commissioner Ward commented that he had questions that he will reserve for a later date. Chair Orth encouraged Commissioner Ward to direct questions to staff prior to the meeting.

Craig Schlatter commented that ten years ago, community planners left local agencies to join consulting agencies and currently they are returning to local agencies and provide a good service that is more efficient and effective.

Commissioners McGourty and Orth expressed support for the proposed budget.

Commissioner Ward suggested adding additional staff or increasing existing staff hours and ultimately increasing the budget to meet demands.

Commissioner Rodin suggested that the current workload is temporary and will reduce once the complex projects are progressing smoothly and asked staff to comment. EO Hinman agreed stating that the agencies included in the proposed Work Plan all require comprehensive studies. LAFCo would benefit from a budget that supports the collaboration, coordination, and relationship building that is necessary to effectively complete them. In the future, staff plans to build on the comprehensive reviews and does not anticipate that subsequent reviews will necessitate as much budget and time to complete.

Commissioner Ward asked if staff is considering recommendation to consolidate the water agencies. EO Hinman responded that consolidation was recommended for the water agencies in the Ukiah Valley. Staff is coordinating with the State Water Board regarding the provision of water services in the County and will present recommendations to the Commission. Comprehensive studies will support the effort of LAFCo as well as other local and state agencies.

Commissioner McGourty commented that the County is conducting a study to consider re-establishing the Mendocino County Water Agency to coordinate efforts for grant funding to support sustainable infrastructure.

Motion by Commissioner Mulheren to direct staff to schedule a public hearing on May 2, 2022 for the Proposed Budget and Work Plan.

Second by Commissioner Rodin.

Approved by roll call vote: unanimous.

Ayes: (7) Ward, Mulheren, Rodin, Froneberger, Ignacio, McGourty, Orth

8. INFORMATION AND REPORT ITEMS

8a) Work Plan, Current, and Future Proposals (Video Time: 1:54:39)

EO Hinman summarized staff's workload, providing an update on current and potential future proposals and the status of Fiscal Year 2021-22 Work Plan tasks. The City of Ukiah has submitted a revised application for the annexation of City-owned properties initially submitted last year. The revision address information needs following review of the initial referral. Staff has distributed the revised application and is awaiting agency comment.

Commissioner Ward asked if progress on the City's study is contingent on the completion of the General Plan Update and if staff can work on other projects if there are delays. EO Hinman responded that the timeline is dependent on the CEQA document for the General Plan. City staff anticipates completing the process by December 2022. In the meantime, staff will continue to work on the UVSD and water district studies.

Commissioner Ward asked that staff revisit the SOI policy and provide monthly updates including CSA 3 discussions.

Commissioner Rodin asked how the annexation of Masonite properties impacts efforts to complete the City's SOI and the order in which the applications and Work Plan will be completed. EO Hinman highlighted the importance of a comprehensive study that will provide a solid foundation from which the Commission can make decisions and recommendations.

Chair Orth suggested working with Commissioner McGourty for activation of CSA 3 latent water powers and that activation could aid in the engagement of the Mendocino County Water Agency.

Commissioner McGourty thanked Chair Orth for the new information.

Mr. Schlatter assured the Commission that the MSR and General Plan (GP) Update are happening simultaneously and much of the MSR data has already been collected eliminating the need for waiting. He informed the Commission about a Joint City Council and Planning Commission Workshop scheduled in April for the GP Land Use Alternatives.

8b) Correspondence (Video Time: 2:06:40)

The Board of Supervisors agenzized discussion of implementing a CSA 3 pilot project for the Sherwood Road Firewise Community. The item included a recommendation directing County staff to initiate a ballot process. LAFCo staff sent a letter requesting a delay to allow application processing to activate the power before initiating an election process.

Char Orth commented that he requested the letter be included on the agenda as information for the Commission. He asked if LAFCo has a continued roll following the activation of CSA 3's latent powers. EO Hinman responded that staff is working through the legalities and details of establishing SOIs for the service areas and determining where the powers would be most applicable.

Commissioner Froneberger asked for clarification regarding the history of CSA 3. EO Hinman responded that CSA 3 was initially created to provide ambulance services to Point Arena and invited Commissioner Ignacio to provide additional comment.

Commissioner Ignacio summarized that Point Arena's remote location results in the longest ground transport time to a trauma center in the state - over 2.5 hours. In mid-1980, a tax-based district was created through CSA 3 to establish an ambulance service for the city. In mid-1990, the Coast Life Support District was established eliminating the need for a special district and it has been dormant ever since.

Chair Orth commented that he is looking forward to learning more through the activation of latent powers process.

Commissioner McGourty asked if the emergency access project for the East Hills needs to coordinate with LAFCo to utilize CSA 3's latent powers. EO Hinman responded that more information is needed to make that determination.

Legal Counsel Marsh Burch commented supporting LAFCo's letter to the County requesting time to sort through the issues so that the activation of CSA 3's powers is done in a way that achieves the best outcomes for the County.

8c) CALAFCO Business and Legislation Report (Video Time: 2:17:13)

Rene LaRoche, CALAFCO's new Executive Director, began her new roll at the beginning of March.

The Assembly Local Government Committee 2021 Legislative Summary was included in the agenda packet.

8d) Executive Officer's Report (Video Time: 2:18:29)

EO Hinman summarized the current requests for information received recently from the public:

- Mendocino County Water Works District #2 (aka Anchor Bay Sewer District). Staff has been gathering information, learning about the agency, and will update the Commission at a future meeting.
- Staff has been working with Point Arena City staff regarding the Point Arena Waterworks Company.
- Staff has also been fielding calls from concerned members of the public regarding the Mendocino Coast Health Care District and the management of its Board of Directors.

Commissioner Ward asked about the financial stability of the Mendocino Coast HCD. EO Hinman responded that it is still operating in the red and following the budget distribution, she will discuss the status with the County Auditor-Controller related to the allocation of LAFCo apportionment fees.

Commissioner Ward asked, for the benefit of the new Commissioners, why the Mendocino Coast HCD does not pay apportionment fees. EO Hinman responded that the CKH includes a provision that Health Care Districts operating in the red are exempted from paying apportionment fees.

8e) Committee Reports (Executive Committee/Policies & Procedures) (Video Time: 2:22:44)

Commissioner Ignacio gave a report on the March 3, 2022 Executive Committee (EC) meeting. Members of the public in attendance were Wing See Fox, UVSD General Manager and Craig Schlatter, Community Development Director for the City of Ukiah. Matters addressed at the EC meeting were agendaized for this Commission meeting.

8f) Commissioners Reports, Comments or Questions (Video Time: 2:24:11)

Commissioner Ward asked for an update on the status of electronic signatures. EO Hinman clarified that the electronic signatures policy has been approved, however staff has yet to determine if electronic signatures is possible for checks. A report will be provided next month.

Commissioner Froneberger noted that he provided a water conditions report to EO Hinman for dissemination to the Commission and he reminded the Commission that we are entering year 3 of a severe drought and encouraged continued proactive conservation activities.

Chair Orth reported the following:

- Fort Bragg has installed a desalination plant that works with brackish water rather than ocean water.
- The Brooktrails Township CSD has a 440-day supply of water.
- The CSD is also working on two ordinances that will identify high water volume consumers and financially encourage them to conserve.
- The State is supporting the CSD's research on collecting dry sewage and reconstituting it for domestic water use.

Commissioner McGourty reported suspension of water usage restrictions along the Russian River by the State Water Resources Control Board, however the emergency regulations are to be reinstated on March 15. Lakes Mendocino and Pillsbury are in better shape, however the Eel River Water situation has not improved.

ADJOURNMENT (Video Time: 2:29:58)

There being no further business, the meeting adjourned at 11:28 a.m. The next regular meeting of the Commission will be held on Monday, April 4, 2022 at 9:00 a.m. and will be conducted remotely due to the continued state of emergency, guidelines adopted by the Mendocino County Public Health Officer, and Executive Orders regarding the COVID-19 pandemic.

Live web streaming and recordings of Commission meetings are available via the County of Mendocino's YouTube Channel. [March 7, 2022, YouTube meeting recording](#). Links to recordings and approved minutes are also available on the [LAFCo website](#).