



## 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 May 5, 2025*

## FINAL MEETING MINUTES

### Regular Commission Meeting

#### Regular Meeting of Monday, April 7, 2025

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

**1. CALL TO ORDER and ROLL CALL** (Video Time 01:59)

Chair Mulheren called the meeting to order at 9:31 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 02:38)

None

**3. OTHER BUSINESS** (Video Time 03:12)

None

**4. CONSENT CALENDAR** (Video Time 03:14)

**4a) March 3, 2025 Regular Meeting Summary**

Commissioner Ward requested clarification on how apportionment fees are determined when the most recent financial statement is several years old (referring to page (pg.) 7 in the agenda packet regarding the Mendocino Coast Health Care District (MCHCD) Municipal Service Review (MSR)). Executive Officer (EO) Hinman responded that the Mendocino County (County) Auditor-Controller's office calculates apportionment fees based on the most recent financial statement submitted to the State Controller's office. Upon further inquiry, EO Hinman noted that the MCHCD has not been assessed apportionments is at least 10 years.

Commissioner Ward noted that he did not see the following items in the final 2025 Potter Valley Irrigation District (PVID) MSR and Sphere of Influence (SOI) Update:

- A description of the June deadline in the study as described on pg. 9 in the agenda packet.
- A copy of the memorandum of understanding (MOU) to advance a water diversion agreement for a new Eel-Russian facility as described on pg. 9 in the agenda packet. EO Hinman responded that a web link to the document was included in the study, and that a copy of the MOU can be attached as an appendix to the final MSR/SOI Update. Commissioner Ward recommended that the MOU be included in the final MSR/SOI Update.

**4b) March Claims & Financial Report**

Commissioner Ward asked the following questions:

- Requested clarification on the increased A-87 fees; noting the bill shows a carry forward of \$959 from two years ago. EO Hinman responded that the A-87 costs consist of the County’s overhead charges for staff time that is billed to LAFCo throughout the year and it is in addition to what is paid for County services.

There were no public comments.

<b>March 2025 Claims totaling:</b>	<b>\$ 41,114.77</b>
Hinman & Associates Consulting	32,815.62
Commissioner Stipends	247.16
Marsha Burch Law Office	1,012.50
Streamline	115.00
Newspapers	282.34
Mendocino County Information Services (GIS, Televised meetings)	965.58
Mendocino County Auditor (A-87 Costs)	5,070.00
Ukiah Valley Conference Center	606.57

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

**5. PUBLIC HEARING ITEMS**

**5a) Potter Valley Irrigation District Municipal Service Review and Sphere of Influence Update** (Video Time 08:55)

EO Hinman presented the item. Janet Pauli, Board President for the Potter Valley Irrigation District (PVID/District), was in attendance of the meeting.

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

Commissioner Ward:

- Noted that the District’s website includes well-prepared agendas but does not provide meeting minutes.
- Requested that Table 2-2 (pg. 27 in the agenda packet) be updated to reflect the current list of District Board Directors.
- Recommended that the first sentence in Section 2.2.6 (pg. 38 in the agenda packet) be revised to clarify that the District Bylaws were last amended in March of 2024.
- Recommended that the reserve funds be separated from the cash amounts in the financial statements.
- Shared concern regarding the funding source for the diversion facility. Ms. Pauli responded that the District is a member of the Mendocino County Inland Water and Power Commission (IWPC), a joint powers authority (JPA). IWPC is investigating the future funding needs that are going to be required. In addition, IWPC formed a JPA called Eel-Russian Project Authority (ERPA). ERPA will be the entity that will own, operate, and fund the ongoing diversion. Ms. Pauli clarified that ERPA will be responsible for operation of the diversion; PVID will continue to conduct operation of irrigation delivery in Potter Valley.

Ms. Pauli provided the following comments:

- Shared that the previous Board President, Ken Stroh, has passed away and Ms. Pauli has been appointed as the Board President.
- Shared that the District’s financial situation has been adequate; PVID is in the process of exploring increasing service rates and will need more funding to address upcoming changes.

- Noted that the decommissioning process is being reviewed by the Federal Energy Regulatory Commission (FERC), which may take years for a decision. Once FERC orders Pacific Gas and Electric Company (PG&E) to address the decommissioning, plans for the proposed removal of Scott Dam and Cape Horn Dam and construction of a new diversion facility will move forward.

Commissioner Horsley:

- Shared that one consultant estimated that the earliest possible change to the water diversion would be in 2032, but it could be significantly later. Ms. Pauli responded that PVID needs to identify and secure storage in Potter Valley for water use in the summer months, otherwise it will impact on the District’s ability to make enough money to continue functioning.

Commissioner Rodin:

- Recommended adding a missing word to a sentence in Section 4.5.2 (pg. 74 of the agenda packet).

No public comments were received.

<b>Motion:</b> Find the Potter Valley Irrigation 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 Potter Valley Irrigation 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 Adopt LAFCo Resolution 2024-25-11, approving the Potter Valley Irrigation District Municipal Service Review and Sphere of Influence Update Study as modified and adopting the proposed sphere of influence.		
<b>Motion Maker:</b> Rodin	<b>Motion Second:</b> Gonzalez	<b>Outcome:</b> Passed unanimously
<b>Roll Call Vote:</b> (7) Cline, Gonzalez, Horsley, Mahoney, Rodin, Ward, Mulheren		

**5b) Proposed Budget and Work Program for FY 2025-26** (Video Time 26:52)

EO Hinman presented the item. The Commission held a public hearing to consider the Proposed Budget and Work Program for fiscal year (FY) 2025-2026 as recommended by the Executive Committee.

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

Commissioner Horsley:

- Requested clarification on why the projected FY 2024-2025 budget amount for service fees and interest is \$19,000, but the recommendation for FY 2025-2026 is for \$12,000 as described on pg. 125 of the agenda packet. EO Hinman responded that the projected \$19,000 reflects the \$10,000 deposit received from Mendocino Coast Recreation and Park District (MCRPD) for preparation of the SOI study.
- Inquired if the fire districts study is anticipated to require less staff time and resources compared to the water districts or other special districts. EO Hinman responded that it’s anticipated to be a substantial effort requiring significant outreach and discussion. In 2018, individual studies were prepared for each service provider and identified several issues; one of the issues was the amount of area in between the districts that was not currently covered by service provider boundaries.
- Noted a missing word on pg. 128 of the agenda packet; change “Work Plan Follow” to “Work Plan Follow Up”.
- Noted there were no allocations listed for the different apportionment amounts and asked if the apportionment amounts will be determined once the proposed work plan and budget is approved. EO Hinman responded that the Commission could recommend staff to prepare a spreadsheet based on the last revenues used for the current fiscal year, but the projected estimates will change each year based on the operational revenues for each agency. EO Hinman further noted that the apportionment amount could change if the MCHCD has positive operational revenue.
- Asked Commissioner Ward to repeat which operating expense he recommended reducing by \$1,000 in the proposed budget. Commissioner Ward responded with the A-87 costs because the carry forward charge for

FY 2024-2025 was an additional \$980 and it's not anticipated for next fiscal year, therefore the A-87 cost will likely decrease. Commissioner Horsley responded that she supports keeping costs as low as possible.

- Recommended that Pehling and Pehling, CPAs prepare the audit report for this year to keep audit services costs lower.
- Recommended that the MCHCD MSR and SOI Update is removed from the FY 2025-2026 Work Plan if MCHCD does not cover the cost of the study.

Commissioner Ward:

- Asked if the County-wide Fire and EMS Service Providers study is estimated to cost \$120,000, as the estimated budget for next fiscal year is \$60,000 and the study is anticipated to take two years to complete. EO Hinman responded that a similar study was recently completed in Nevada County and the consultant fee was \$110,000; the estimated cost for the following fiscal year is anticipated to be a similar amount to \$60,000.
- Inquired whether the MCHCD has agreed to fund the estimated \$23,000 MSR/SOI study. EO Hinman answered that LAFCo has not yet received a commitment from the MCHCD Board to pay for the study and is waiting for a response from the Administrator.
- Noted that it shouldn't be necessary to solicit Request for Proposals (RFPs) for the audit and that it would be more cost effective to request the previously contracted auditor to prepare the audit.
- Suggested that the projected A-87 costs could be reduced by \$1,000.
- Commented that the reserves may be overestimated by \$2,000.
- Commented that revenue from LAFCo applications be increased to \$25,000 given known future applications.
- Voiced support for establishing \$275,000 for apportionment fees.
- Recommended requesting a proposal from Pehling and Pehling, CPAs to prepare the audit and then go out to bid later in the year.
- Asked if \$55,000 in unreserved funds will be carried over into the next fiscal year. EO Hinman responded that \$35,000 of that amount is applied to the budget to minimize increases to apportionments.

Commissioner Gonzalez:

- Supported the recommendation to request Pehling and Pehling, CPAs to prepare the audit report for one more year, providing time to prepare and solicit an RFP for another financial firm for the following year.
- Recommended reducing apportionments to \$280,000.

Chair Mulheren:

- Noted that A-87 costs are not expected to decrease as County staff will receive an increase in wages.
- Noted that the Commission can recommend that the MCHCD fund their study and have the cost removed from the proposed budget.
- Expressed support for implementing an RFP solicitation for financial audit services for FY 2024-2025.
- Noted that while no one wants to see the apportionment fees increase, LAFCo has been completing MSR and SOI reviews and doesn't want to lose momentum.
- Recommended that staff update both the Grand Jury and MCHCD to inform them that negotiations are still in progress to determine which agency will cover the cost of the study. Commissioner Gonzalez agreed with the recommendation.

Commissioner Rodin:

- Requested clarification regarding the recommendation not to carry over the cash balance. EO Hinman responded that one of the reasons for recommending a slight increase in apportionment fees this year is that the fire district study will be a multi-year effort. By implementing a small increase in the apportionments for FY 2025-2026, it would be less of a jump for FY 2026-2027. By keeping it at the proposed \$285,000, there will be some cash balance projected at the end of the fiscal year to apply to the following year; adopting lower apportionments for next year will likely necessitate a larger increase in apportionments the following year.
- Commented support for the proposed incremental increase for the apportionment fees.

Commissioner Mahoney:

- Expressed support for the proposed incremental increase for the apportionment fees.

Dave Shpak, Board Chair for the Mendocino Coast Recreation and Park District (MCRPD), provided the following public comment:

- Concurred with staff's recommendation to increase apportionment fees and proposed initiation of the County-wide Fire and EMS Service Providers study.

<b>Motion:</b> Adopt Resolution 2024-25-12 approving the Proposed Budget and Work Program for FY 2025-26, directing staff to conduct follow up on Commission direction in preparation for the public hearing on the final budget; and transmit the adopted Proposed Budget and Work Program for FY 2025-26 to the member agencies for review and comment as required by GOV 56381; and schedule a public hearing for May 5, 2025, to consider and adopt the Final Budget and Work Program for FY 2025-2026.		
<b>Motion Maker:</b> Rodin	<b>Motion Second:</b> Gonzalez	<b>Outcome:</b> passed with 1 dissenting
<b>Roll Call Vote:</b> (6 ayes) Rodin, Mahoney, Horsley, Gonzalez, Cline, Mulheren; (1 nay) Ward		

## 6. WORKSHOP ITEMS

### 6a) Westport County Water District Municipal Service Review and Sphere of Influence Update (Video Time 01:05:05)

Analyst Crump presented the item. The following discussion points and questions were made by members of the Commission:

Commissioner Horsley:

- Requested clarification on whether the City of Fort Bragg was compensated for providing operational support to Westport County Water District (WCWD) and if yes, does WCWD feel like it could afford additional support if needed in the future (pg. 164 in the agenda packet). Analyst Crump responded that it was an unpaid collaboration between WCWD and the City of Fort Bragg.
- Requested clarification of the condition and lifespan of the redwood water tank.
- Inquired whether the Statement of Economic Interests (Form 700) filing is new to the MSR, and if it is required by the State. Analyst Crump responded that the Form 700 filings are required by the State.

Commissioner Gonzalez:

- Noted that the District's website indicates the Board only meets remotely, and whether they are authorized to do so considering recent in-person meeting requirements. Analyst Crump responded that the study includes a recommendation that the District review the current Brown Act and teleconferencing requirements regarding the conduct of remote meetings to ensure compliance; in-person meetings are required.

Commissioner Ward:

- Expressed concern regarding the District assets, estimated to be \$1.5 million, and noting that they've been fully depreciated since 2019. Requested information on the District's plans for replacing \$1.5 million in assets.

Commissioner Rodin:

- Noted that the District's reserves are estimated to be around \$30,000, which could be considered low given its infrastructure replace needs.
- Requested clarification on the District's capital reserve funds.
- Recommended adding verbiage to the final paragraph on pg. 181 in the agenda packet, clarifying that the redwood water tank is leaking again.

Commissioner Mahoney:

- Requested clarification on the consulting firm's view of the grant process, considering that the grant opportunities that were identified have been delayed until July 2025.

No public comments were received. No formal action was taken on this item.

**6b) Russian River Flood Control District Draft Municipal Service Review and Sphere of Influence Update** (Video Time 01:20:19)

EO Hinman presented the item. Elizabeth Salomone, General Manager for the Mendocino County Russian River Flood Control and Water Conservation Improvement District (RRFC), attended the meeting.

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

Commissioner Gonzalez:

- Inquired why RRFC isn't required to follow Proposition 218 requirements. Ms. Salomone responded that RRFC is a water wholesaler, and supplies wholesale water to the water retailers who must set that.

Commissioner Ward:

- Inquired whether RRFC anticipates raising service rates. Ms. Salomone confirmed yes, RRFC will be considering implementing annual rate increases to cover the increasing costs of securing a future water supply.
- Noted the financials report a loss of \$42,000. Ms. Salomone responded that there was one year when the Board of Trustees decided to use some of its reserves to mitigate the need for a significant rate increase. The RRFC reduced the rates from \$68 per acre-foot (AF) to \$61/AF, so the lower revenue was related to the Board's decision to reduce rates, not a decrease in the amount of water sold.

Ms. Salomone provided the following comments:

- Commented that the MSR/SOI Update will be a beneficial document for onboarding new trustees, transparency to the public, and for preparing the District and larger community for the future changes regarding the trans-basin diversion of Eel River water.

No public comments were received. No formal action was taken on this item.

**7. MATTERS FOR DISCUSSION AND POSSIBLE ACTION**

**7a) Informational Update on the Potter Valley Project Proceedings** (Video Time 01:32:16)

The Commission received an informational update from Janet Pauli, Chair of the Mendocino County Inland Water and Power Commission (IWPC).

Ms. Pauli shared that in January 2025 PG&E released its draft license surrender plan for public comment, which included the New Eel-River Facility (NERF) diversion in the description; 600 comments were received. PG&E's final license surrender plan must be filed with FERC by the end of July 2025. Once filed, FERC conducts its process, including a complete NEPA analysis, and at the end of that period, FERC will issue orders for the final decommissioning of the project.

IWPC, Sonoma Water, the Round Valley Indian Tribes (RVIT), Humboldt County, California Trout, Trout Unlimited, and the California Department of Fish and Wildlife (CDFW) worked with PG&E to complete a non-binding MOU for a water diversion agreement. The next step is to prepare a formal water diversion agreement. The MOU describes how the Round Valley Indian Tribes will be taking over the water rights on the Eel River and IWPC will be leasing water from them.

In addition, there is a request for funding to be made available to the Eel River from Russian River water users to fund a restoration fee. The restoration funds will be managed by the RVIT, which will work with other partners in the Eel River on restoration projects. The USACE, Lytton Rancheria and IWPC will be co-sponsors on a new cost share agreement for a feasibility study to raise Coyote Valley Dam.

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

Commissioner Mahoney:

- Inquired whether the Round Valley Tribes are on board with the diversion, noting the Commission had received a letter from a Tribal elder who voiced opposition to the diversion. Ms. Pauli responded that the Tribal Council is supporting the diversion, and RVIT is in a consulting position on the ERPA Board; however, there are Tribal members in Round Valley who are adamantly opposed to the diversion continuing.
- Upon inquiry, Ms. Pauli clarified that PG&E's license will remain in place until the project is surrendered through the FERC process. However, PG&E must file a variance every year because it cannot comply with the original license due to various reasons. It was noted that PG&E cannot close the gates at Scott Dam due to dam safety issues related to seismic concerns, so there are reduced flows during the summer and fall. PG&E is pursuing a permanent variance to reduce flows through the project. PVID has been providing comments to FERC opposing the requested permanent variance.

Commissioner Ward:

- Upon inquiry, Ms. Pauli clarified that RVIT is the fifth member of the ERPA but confirmed that they do not vote nor have a financial obligation.
- Upon inquiry, Ms. Pauli shared that the lease agreement with RVIT will be part of the water diversion agreement that will be formally finalized. Ms. Pauli also noted that the agreement upon term point is one million dollars per year.

Commissioner Rodin:

- Requested clarification on what PG&E's obligations are to respond to the public comments on the draft decommissioning plan.
- Inquired upon the significance of the public comments. Ms. Pauli responded that the comments may be addressed by PG&E in its final license surrender plan to be submitted to FERC.

There were no public comments. No formal action was taken on this item.

#### **7b) Informational Update on the Ukiah Valley Water Authority (Video Time 01:49:35)**

The Commission received an informational update from Ukiah Valley Water Authority (UVWA) representatives Sean White, Director of Water Resources for the City of Ukiah, and Jared Walker, Deputy Director of Water Resources for the City of Ukiah.

As of January 2025, all Willow County Water District employees, which were contracted by all members of the UVWA for operations, are now employees of the City of Ukiah. The change improves capacity of staffing and equipment to accomplish more, all of which is in alignment with efforts to consolidate water services through the SWRCB. Additionally, the City of Ukiah is working on annexation plans that will affect at least two of the water agencies: Willow County Water District and Millview County Water District.

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

Commissioner Ward:

- Upon inquiry, Mr. White confirmed that each water district has two representatives on the UVWA, and that there are currently 10 members and 10 votes. As districts are annexed, the City of Ukiah will assume the affected district's votes on the UVWA, but the JPA and all its provisions will remain intact.
- Inquired about the anticipated use of \$40-\$50 million in SWRCB funding. Mr. White clarified that a final engineering design of the facilities must be prepared before applying for the grant, which will provide reimbursement for the infrastructure. Some of the anticipated needs will be more and improved interties to support water resilience and emergency backup.

There were no public comments. No formal action was taken on this item.

**7c) Proposed Modification of the FY 2024-25 Work Plan** (Video Time 02:03:50)

EO Hinman presented the item. The Commission considered the Executive Committee's recommendation for the proposed modification to the FY 2024-25 Work Plan to reprioritize MSRs and SOI updates for the current fiscal year.

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

Commissioner Ward:

- Upon inquiry, EO Hinman responded that the City of Point Arena's study would benefit from the knowledge of the Interim City Manager before she retires. Further, the study can be beneficial in determining the City's financial standing and operations.
- Upon inquiry, EO Hinman responded that the City of Willits will be submitting a SOI amendment application, and an updated MSR will be needed to support the application.
- Upon inquiry, EO Hinman shared that she has conducted outreach to MCHCD Administrator Kathy Wylie regarding the MCHCD's Board willingness to contribute funding for the MSR update; however, no response has been received as of yet.
- EO Hinman noted that LAFCo has an obligation to review all spheres of influence every five years, or as needed, and as further refined by local policy. Because the MCHCD does not provide a municipal service as defined in local policy, the five-year schedule does not apply. However, as a reminder, the Grand Jury's 2024 report on the MCHCD included a recommendation and finding that LAFCo update the district's MSR.

Chair Mulheren:

- Noted that MSR and SOI reviews inform elected representatives on what's happening within the city or district and are informative for agencies to determine how to best move forward.

Commissioner Rodin:

- Upon inquiry, EO Hinman responded that the study would be beneficial for both the County and the City of Point Arena. The study would be particularly important if the City considers disincorporation as the Commission would be tasked with finding a successor agency, which would be the County.

Commissioner Gonzalez:

- Supported initiating the City of Point Arena study this fiscal year.

Commissioner Cline:

- Requested EO Hinman's input on a potential one-year delay of the City of Point Arena MSR and SOI Update. EO Hinman noted the City has been on the list of priority agencies to review for several years.

Commissioner Zacharia:

- Upon inquiry, EO Hinman noted that she has spoken with the current City Manager, and the City of Point Arena is developing potential solutions for remaining solvent. Staff could conduct further outreach with the City to determine readiness and feedback on proceeding with a study at this time.

Commissioner Horsley:

- Noted support for further coordination with the Point Arena City Manager or the City Council to see if there is any interest in pursuing an MSR and SOI Update at this time.

The following public comment was provided by Dave Shpak, Board Chair for the Mendocino Coast Park and Recreation District (MCPRD):

- Thanked the Commission and staff for inclusion of the MCPRD MSR and SOI Update in the FY 2024-2025 Work Plan, noting that one of the driving impetus for this MSR now is the profound changes the district has undergone over the last 3-5 years. The MSR will inform the district as it makes fundamental decisions regarding its operations and services.
- Supported a study of the City of Point Arena as an objective assessment of its existing conditions and its capacity going forward.

<b>Motion:</b> Delay the Municipal Service Reviews and Sphere of Influence (MSR/SOI) updates for the Willow County Water District, Millview County Water District, Calpella County Water District, and the Redwood Valley County Water District, removing them from the FY 2024-25 Work Plan; and include initiating MSR/SOI updates for the Mendocino Coast Recreation and Park District and City of Willits to be initiated in the current fiscal year.		
<b>Motion Maker:</b> Horsley	<b>Motion Second:</b> Cline	<b>Outcome:</b> Passed unanimously
<b>Roll Call Vote:</b> (7) Rodin, Mahoney, Horsley, Gonzalez, Cline, Ward, Mulheren		

**7d) Ad Hoc Committee to Implement a Request for Proposals for Financial Audit Services** (Video Time 02:24:23)

EO Hinman presented the item. Staff is requesting feedback from the Commission on how to proceed for the fiscal year (FY) 2024-2025 audit.

Commissioner Ward recommended the following actions:

- Request a proposal from Pehling & Pehling, CPAs to conduct LAFCo’s FY 2024-25 audit and include the cost in the FY 2025-26 budget.
- Conduct an RFP process for financial services for FY 2025-26 in advance of the next budget development cycle.

EO Hinman commented that the Request for Proposal (RFP) solicitation process can be delayed if recommended by the Commission.

There were no public comments.

<b>Motion:</b> Delay the Request for Proposal solicitation for financial audit services for Fiscal Year 2024-2025 and request a proposal from Pehling & Pehling, CPAs to prepare the financial audit for Fiscal Year 2024-2025.		
<b>Motion Maker:</b> Ward	<b>Motion Second:</b> Horsley	<b>Outcome:</b> passed with 1 dissenting
<b>Roll Call Vote:</b> (6 ayes) Cline, Gonzalez, Horsley, Mahoney, Rodin, Ward; (1 nay) Mulheren		

**8. INFORMATION AND REPORT ITEMS**

**8a) Work Plan, Current and Future Proposals** (Video Time 02:28:52)

EO Hinman provided a brief summary of the staff report. There were no comments.

**8b) Correspondence** (Video Time 02:29:05)

None

**8c) CALAFCO Business and Legislation Report** (Video Time 02:29:06)

EO Hinman referred the Commission to the letter in the agenda packet from the California Association of Local Agency Formation Commissions (CALAFCO) Board regarding organizational changes, policy and bylaw updates, and hosting regional focus groups and visioning sessions to better serve and engage the membership.

**8d) Executive Officer's Report** (Video Time 02:31:58)

EO Hinman reported that two nominations have been received for the Special District Alternate Member election: Dave Shpak, Board Chair for the Mendocino Coast Recreation and Park District, and Adam Gaska, Board President for the Redwood Valley County Water District. Ballots were distributed on March 24, and the deadline for completed ballots is April 30 at 12:00 p.m. Valid ballots must be received from a quorum of special districts (minimum 25 districts) by the deadline. If not received, the deadline will be extended to 60 days.

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

Commissioner Ward:

- Upon inquiry, EO Hinman confirmed the vacancy is the remainder of the alternate member position which ends in December 2026.

Commissioner Rodin:

- Inquired about the cost estimate to conduct an election. EO Hinman responded that it is staff time with an estimate of 15-20 hours for the entire process.

Commissioner Cline:

- Requested further clarification on past representation by the coastal districts on the Commission and whether there is currently a coastal representative on the Commission. EO Hinman confirmed that the Commission does not have a coastal representative at this time.
- Asked if there is a way for the Commission to have a second meeting location so a representative from the coast can have greater accessibility to attending the in-person meetings. EO Hinman responded that staff can investigate it further.

**8e) Committee Reports (Executive Committee, Policies & Procedures)** (Video Time 02:34:22)

None

**8f) Commissioners Reports, Comments or Questions** (Video Time 02:34:22)

None

**ADJOURNMENT** (Video Time 2:34:32)

There being no further business, the meeting adjourned at 12:04 p.m.

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