



STAFF REPORT

| Agenda Item No. 5b | |
|--------------------|---|
| MEETING DATE | April 7, 2025 |
| MEETING BODY | Mendocino Local Agency Formation Commission |
| FROM | Uma Hinman, Executive Officer |
| SUBJECT | PUBLIC HEARING Proposed Budget and Work Program for Fiscal Year 2025-26 |

RECOMMENDED ACTION

Review the Proposed Budget and Work Program for FY 2025-26, accept all public testimony and adopt Resolution 2024-25-12 approving the Proposed Budget and Work Program as presented or modified, and direct staff as follows:

- a) Transmit the adopted Proposed Budget and Work Program for FY 2025-26 to the funding agencies (county, 4 cities, and 49 independent special districts) for review and comment as required by GOV 56381; and
- b) Schedule a public hearing for May 5, 2025 to consider and adopt a Final Budget and Work Program for FY 2025-26.

BACKGROUND

LAFCo is an independent commission established by legislature to carry out specific duties and objectives. It is responsible for adopting its budget to fulfill the purposes described in the [Cortese-Knox-Hertzberg Local Government Act of 2000 \(CKH\)](#). The law does not require approval of the Commission budget by the County or any other local agencies.

Per the CKH (Section 56381(a)) states: "At a minimum, the proposed and final budget shall be equal to the budget adopted for the previous fiscal year unless the Commission finds that reduced staffing or program costs will nevertheless allow the Commission to fulfill the purposes and programs of this chapter."

Government Code Section 56381(a) directs the Commission, after conducting public hearings, to:

- (1) Adopt a proposed annual budget for the next fiscal year by May 1. This is transmitted to the County, each city and each special district for their review and comment.
- (2) Adopt the final budget for the next fiscal year by June 15.

The Proposed Budget shows anticipated revenues and expected expenditures by line item in sufficient detail to allow for Commission, member agency, and public review (Attachment 1). The Work Program provides a narrative of the expected work products to be accomplished during the fiscal year, and likewise shall be in sufficient detail to allow for Commission, member agency, and public review.

On March 19, 2025, the Executive Committee (comprised of Chair Mulheren, Vice Chair/Treasurer Ward and Commissioner Rodin) held a public meeting to review the preliminary budget developed by the Executive Officer. In accordance with the Commission's Policies and Procedures, the Executive Committee reviews the preliminary budget and serves in an advisory role on this matter to the full Commission.

The following discussion summarizes the proposed budget that is detailed in Attachment 1 *FY 2025-26 Proposed Budget Development Guide*.

SUMMARY OF PROPOSED BUDGET

The recommended Proposed Budget is balanced and represents a 7.8% increase (\$24,000) over the FY 2024-25 budget. The increase is primarily in the work plan budget.

Table 1 presents a summary of the proposed budget for fiscal year (FY) 2025-26.

| Table 1. Summary of Adopted FY 2024-25 and Proposed FY 2025-26 Budgets | | | |
|--|----------------------------|-----------------------------|-------------------|
| | FY 2024-25 Adopted (\$) | FY 2024-25 Proposed (\$) | Difference (%) |
| REVENUES | | | |
| <i>Anticipated Use of Cash Balance</i> | 23,000 | 35,000 | |
| Apportionments | 275,000 | 285,000 | 3.6 |
| Fees/Reimbursements/Interest | 10,000 | 12,000 | 20.0 |
| Revenues Total | 308,000 | 332,000 | 7.8 |
| EXPENDITURES | | | |
| Basic Services (Staffing) | 155,000 | 155,000 | 0 |
| Services and Supplies | 78,000 | 77,000 | (1.3) |
| Work Plan | 75,000 | 100,000 | 33.3 |
| Expenditures Total | 308,000 | 332,000 | 7.8 |
| Work Plan Contingency balance | 55,000 | 20,000 | |
| Net Financial Impact | 0 | 0 | 0 |

PROPOSED EXPENDITURES

The proposed expenditures reflect the resources necessary to support LAFCo’s operations and to effectively manage mandated projects such as preparing updates of agencies’ spheres of influence (SOIs) and conducting municipal service reviews (MSRs).

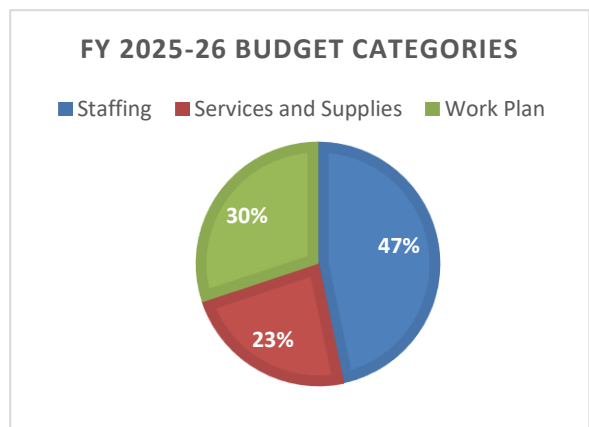
The proposed operating expenses for Fiscal Year (FY) 2025-26 are \$332,000. See Attachment 1 for the adopted FY 2024-25 budget, projected year end expenses, and the Proposed Budget for FY 2025-26. Expenditures are described in three categories: (1) Basic Services (staffing), (2) Services and Supplies, and (3) Work Plan. The budget allocation by category is depicted in Figure 1 and described briefly in the following sections.

(1) Basic Services

The proposed FY 2024-25 Basic Services budget represents 47 percent of the annual budget and supports a 0.75 FTE shared between the Executive Officer and Analyst(s).

Additionally, applications are processed per the currently adopted service fees and there is a separate budget line item for the Work Plan tasks, which may either be prepared in-house or by an outside consultant (outsourced).

No change to the Basic Services budget is proposed for next fiscal year; see Attachment 1 for a summary of Basic Services tasks.



(2) Services and Supplies

Services and supplies are approximately 23% of the budget and include office operating expenses, membership fees, insurance, contracted Legal Counsel and GIS services, Commissioner and staff trainings and conferences, and Commissioner stipends and travel expenses.

A slight decrease (-1.3%) is primarily a reflection of a reduction in the Legal Services budget. See Attachment 2 for an explanation of budget changes by account.

(3) Work Plan

The Work Plan consists of proposed studies for the next fiscal year and continuing studies already in progress that will roll into the next year, and represents 30% of the proposed budget.

Both the remaining coastal region water and wastewater districts initiated in FY 2023-24 and the inland water agencies identified for FY 2024-25 that are in process are expected to be completed within the current fiscal year. Note that a proposed modification to the current Work Plan will be considered by the Commission under separate item on April 7, 2025, and consists of delaying four of the Ukiah Valley water districts scheduled for this fiscal year and adding two agencies to be initiated before the end of the FY: Cities of Point Arena and Willits. Additionally, the Mendocino Coast Recreation and Park District has been initiated in the current fiscal year; the MSR portion of the study is being funded by the District.

The proposed budget includes a Work Plan budget of \$100,000 for completing and initiating studies, as follows:

- Complete City of Point Arena proposed to be initiated in FY 2024-25
- Complete City of Willits proposed to be initiated in FY 2024-25
- Complete Mendocino Coast Recreation and Park District initiated in FY 2024-25
- Initiate and complete the Mendocino Coast Healthcare District (outsourced)
- Initiate a multi-year, county-wide study of 18 fire and emergency medical services (EMS) providers. It is expected that the fire and EMS studies will roll into FY 2026-27 and will require additional funding be allocated to complete them.

Summary of Changes

The proposed FY 2025-26 expenses are an increase of 7.8% over the current fiscal year, primarily to accommodate a substantial multi-year work plan effort. As required by the Cortese Knox Hertzberg Act by Section 56381(a), the Proposed Budget will support the Commission's legislative purpose and proposed work plan. See Attachment 1 for a detailed description of changes by budget account.

PROPOSED REVENUE

Proposed and estimated revenues for FY 2025-26 total \$332,000 and consist of four categories: (1) unreserved equity or cash balance; (2) County, cities, and special districts apportionments; (3) service fees; and (4) interest. Apportionments from the member agencies constitute the majority of annual revenue.

(1) Unreserved Equity

Unreserved equity, or cash balance, is any balance available above minimum reserves and typically consists of unutilized funds from the previous fiscal year. The cash balance is used towards balancing the next fiscal year budget and minimizing large variances in apportionment needs from year to year. The FY 2024-25 year-end projections estimate a cash balance of approximately \$55,000 in unreserved equity available to apply to next fiscal year. The proposed budget applies \$35,000 towards next year's budget, with the remaining funds assigned to the work plan contingency (Table 2).

(2) Apportionment Fees

The CKH mandates operating costs for LAFCos shall be annually funded by the affected counties, cities, and independent special districts on a one-third apportionment process (Section 56381(b)). Apportionments for cities

and independent special districts are further divided and proportional to each agency’s total revenues as a percentage of the overall revenue amount collected in the county. Apportionments have remained the same for the past two fiscal years.

The following table (Table 2) summarizes two options for apportionment fees that will ensure expenditures are met, reserves are maintained per policy and Commission direction, and to maintain some work plan contingency funds.

In any given year, the largest budget variances are typically in the work plan. A multi-year, county-wide fire and EMS services review is proposed to be initiated next fiscal year and will require substantial budget in the following fiscal year as well.

Staff recommends a small increase (3.6%) in apportionments to \$285,000 for FY 2025-26, which will maintain the work plan contingency and help alleviate large variances in apportionments to accommodate the following year’s work plan.

| Table 2. Summary of FY 2025-26 apportionment options and impacts to reserves | | | |
|--|------------------------------|-----------------------------|---------|
| | Projected FY 2024-25 (\$) | Proposed FY 2025-26 (\$) | |
| Expenditures | 300,000 | 332,000 | |
| Revenue/Funds | | | |
| <i>Anticipated Cash Balance</i> | 6,000 | 45,000 | 35,000 |
| Apportionment fees | 275,000 | 275,000 | 285,000 |
| Service Fees and Interest ¹ | 19,000 | 12,000 | 12,000 |
| Total Revenue/Funds | 300,000 | 332,000 | 332,000 |
| <i>Difference</i> | 0 | 0 | 0 |
| Reserves | | | |
| Funds balance at beginning of FY | 213,278 ² | 145,000 | 155,000 |
| Balance at end of FY | 190,000 | 145,000 | 155,000 |
| <i>Reserves balance</i> | 134,500 | 136,500 | 136,500 |
| <i>Estimated cash balance at FYE</i> | 55,000 | 10,000 | 20,000 |
| <i>Work Plan contingency</i> | | 10,000 | 20,000 |
| ¹ Revenue from service fees and bank interest. ² Balance from FY 2023-24 (year-end) audited financial statements. | | | |

(3) Service Fees

The adopted service fees applied to application processing accommodates contract staff rates and a portion that is retained by LAFCo as revenue and applied towards operations and long-term planning (Work Plan) costs in the following FY. It is projected that approximately \$2,000 in service fee revenue will be collected in the current FY, less than was anticipated due to incomplete applications delaying processing.

Staff anticipates an increase in application activity for changes of organizations and reorganizations. The service fee revenue retained by LAFCo in the next FY is estimated to increase to approximately \$9,000.

(4) Interest

Interest is earned on LAFCo’s three financial accounts: reserves account, checking account, and the Mendocino County Treasury. The Commission receives an influx of revenue at the beginning of each fiscal year from the funding agencies, which are collected by the County Auditor-Controller and held in the Mendocino County Fund (Treasury). Throughout the fiscal year, LAFCo’s Treasurer withdraws funds from the account for deposit to the

checking account to cover operational expenses; the balance continues to accrue interest in accordance with County of Mendocino financial policies. LAFCo maintains a checking account with Savings Bank of Mendocino County and a reserves account with Westamerica Bank, both of which earn standard interest throughout the year. The proposed budget estimates the combined interest of these accounts will be \$3,000.

RESERVES AND CONTINGENCIES

Reserves

Mendocino LAFCo Policy 5.1.5 directs maintenance of reserves for fiscal stability, unforeseen operating or capital needs, cash flow requirements, revenue source stability from revenue shortfalls, and unanticipated legal fees. The reserves consist of a minimum operating reserve of 25% of the annual operating budget and a legal reserve of \$50,000 as directed by the Commission.

The current reserves meet the target operating and legal reserves per policy and Commission direction; no change in reserves is proposed for FY 2025-26.

Work Plan Contingency

Generally, the work plan contingency consists of the unused work plan budget (unreserved equity) that follows studies that roll into the following fiscal year. The work plan contingency is intended to allow for flexibility in implementing the Work Plan, such as unanticipated or higher than estimated expenses associated with issues arising during the preparation of MSR and SOI updates and for associated California Environmental Quality Act (CEQA) compliance. The contingency also allows for a buffer to support Work Plan efforts that are by nature not limited to a single fiscal year.

Unanticipated costs may also include the need for outside consultant-prepared MSR/SOI studies that generally incur much higher costs than in-house staff prepared studies due primarily to higher consultant billing and production rates. It may also include modifications to the work plan mid-year for reasons such as rescheduling agency studies based on emerging needs and/or unresponsive agencies.

Of the projected unreserved equity at FY 2024-25 year-end, approximately \$20,000 will be allocated to the work plan contingency under the Proposed Budget with apportionment fees set at \$285,000.

BUDGET DEVELOPMENT SCHEDULE

Budget development steps and schedule are set forth in the Mendocino LAFCo Policies and Procedures (Chapter 5) and Government Code Section 56381(a), and states that the Proposed Budget is to be adopted by May 1 and the Final Budget by June 15. The budget is based on a July 1 to June 30 fiscal year.

| Table 3. Budget development schedule | |
|---|-----------------|
| Budget Phase | Schedule (2025) |
| Preliminary Budget and Proposed Work Plan – Executive Committee | March 19 |
| Proposed Budget and Work Plan – Public Hearing | April 7 |
| Final Budget and Work Plan – Public Hearing | May 5 |

ATTACHMENTS

- (1) Proposed Budget and Work Program for FY 2025-26
- (2) Budget Development Guide for FY 2025-26
- (3) Resolution No. 2024-25-12
- (4) Proof of Publication

Attachment 1

Mendocino LAFCo

Proposed Budget FY 2025-26

April 7, 2025

| ACCOUNT # | DESCRIPTION | FY 2024-25 | | FY 2025-26 |
|---------------------------------|---|-------------------|-------------------|-------------------|
| | | Adopted | Projected | Preliminary |
| REVENUE | | | | |
| | <i>Anticipated Cash Balance</i> | \$ 23,000 | \$ 6,000 | \$ 35,000 |
| 4000 | LAFCo Apportionment Fees | \$ 275,000 | \$ 275,000 | \$ 285,000 |
| 4100 | Fees and Reimbursements (Includes Service Fees) | \$ 9,000 | \$ 16,000 | \$ 9,000 |
| 4800 | Miscellaneous | | | |
| 4910 | Interest Income | \$ 1,000 | \$ 3,000 | \$ 3,000 |
| | REVENUE TOTAL | \$ 308,000 | \$ 300,000 | \$ 332,000 |
| EXPENSES | | | | |
| 5300 | Basic Services (EO, Analyst, Clerk) | \$ 155,000 | \$ 155,000 | \$ 155,000 |
| 5500 | Rent | \$ 8,000 | \$ 8,000 | \$ 8,500 |
| 5600 | Office Expenses | \$ 4,000 | \$ 4,000 | \$ 4,000 |
| 5700 | Internet & Website Costs | \$ 3,000 | \$ 3,000 | \$ 3,000 |
| 5900 | Publication and Legal Notices | \$ 3,000 | \$ 1,500 | \$ 2,000 |
| 6000 | Televising Meetings | \$ 2,400 | \$ 1,500 | \$ 2,000 |
| 6100 | Audit Services | \$ 4,500 | \$ 4,250 | \$ 8,000 |
| 6200 | Bookkeeping | \$ 5,500 | \$ 5,500 | \$ 5,500 |
| 6300 | Legal Counsel | \$ 19,000 | \$ 12,000 | \$ 15,000 |
| 6400 | A-87 Costs County Services | \$ 3,500 | \$ 5,070 | \$ 6,000 |
| 6500 | Insurance-General Liability | \$ 3,000 | \$ 2,845 | \$ 3,200 |
| 6600 | Memberships (CALAFCO/CSDA) | \$ 4,000 | \$ 3,932 | \$ 4,000 |
| 6670 | GIS Contract with County | \$ 3,000 | \$ 1,500 | \$ 2,500 |
| 6740 | In-County Travel & Stipends | \$ 3,000 | \$ 800 | \$ 2,300 |
| 6750 | Travel & Lodging Expense | \$ 7,000 | \$ 3,400 | \$ 6,000 |
| 6800 | Conferences (Registrations) | \$ 5,000 | \$ 3,600 | \$ 5,000 |
| 7000 | Work Plan (MSRs and SOIs) | \$ 75,000 | \$ 70,000 | \$ 100,000 |
| 80XX | Applications and Special Studies | | \$ 14,033 | |
| 9000 | Misc Exp (Special District Training Support, bank charges) | \$ 100 | \$ 70 | \$ - |
| | OPERATING EXPENSE TOTAL | \$ 308,000 | \$ 300,000 | \$ 332,000 |
| | REVENUE/EXPENSE DIFFERENCE | \$ - | \$ - | \$ - |
| | <i>(Negative balance indicates use of fund balance and/or reserves)</i> | | | |
| RESERVES / CONTINGENCIES | | | | |
| | Legal Reserves | \$ 50,000 | \$ 50,000 | \$ 50,000 |
| | Operations Reserves @ min. 25% Annual Operating Budget | \$ 81,500 | \$ 84,500 | \$ 86,500 |
| | Total Reserves | \$ 131,500 | \$ 134,500 | \$ 136,500 |

Proposed Work Program (Basic Services + Work Plan)

FY 2025-26

April 7, 2025

| Tasks | Description & Assumptions | Estimated Budget |
|--|---|-------------------|
| Basic Services | | |
| Office Hours & Administrative Duties | Clerk duties not related to projects; office hours; public assistance; PRA requests; budget development, tracking, amendments; accounts payable, QuickBooks; annual audit; EO correspondence; response to requests for Agency Comments for projects and/or environmental documents routed to LAFCo for review, etc.; carrying out Commission direction. | \$ 85,000 |
| Commission & Committee Meetings | Commission & Committee meeting attendance (12 Regular and 8 Committee); agenda packet development, staff reports, presentations, minutes. | \$ 40,000 |
| Work Plan Support | Prepare and distribute Public Notices, development of staff reports specifically related to MSR/SOI studies, presentation at Commission meetings for Public Workshops and Public Hearings. | \$ 6,000 |
| Consult Legal Counsel | Contract is on an hourly basis. | Per Contract |
| Application Forms | Update application forms; map research and process clarification | \$ 2,000 |
| Application Processing | Process change of organization or reorganization applications initiated by landowner petition or resolution of application from Cities and Special Districts to modify existing powers, annex and/or detach territory from agency boundaries, and create, dissolve, or consolidate/merge local agencies. | Paid by applicant |
| Work Plan Follow | Refine annual reporting and conduct follow-up on Commission direction, items identified in MSR/SOI studies and application approvals. | \$ 10,000 |
| Policy Development | Policy development and amendments as needed | \$ 10,000 |
| Transparency Improvements to Website | Assess/implement website improvements (JPAs, maps, etc.) | \$ 2,000 |
| Total | | \$ 155,000 |
| Work Plan | | |
| MSR/SOI Update | Prepare and adopt combined Municipal Service Review and Sphere of Influence (MSR/SOI) Update studies pursuant to GOV §56425 and §56430, either in-house or by contract. | \$ 100,000 |
| <p>The agencies listed below have priority for preparation of a LAFCo-initiated MSR/SOI Update in Fiscal Year 2025-26.</p> <p>The actual completion of a specific study may span multiple fiscal years. The budget allocation for each agency is based on estimated costs. Actual costs for study completion may be higher or lower than estimated below.</p> <p>Work Plan implementation is subject to change due to various factors, such as: (a) agency responsiveness and timely provision of requested information, (b) complexity of issues involved, (c) level of public and affected agency controversy, (d) changing needs and priorities, (e) overall staff workload, and (f) higher than anticipated costs.</p> <p>The Work Plan budget assumes minimal costs for CEQA compliance related to filing a Notice of Exemption (NOE). Agencies requesting a non-coterminous SOI may expedite a potential multi-fiscal year process by contributing to the cost of preparing an Initial Study and associated environmental document (ND/MND, EIR, etc.).</p> | | |
| The total Work Plan Budget is not limited to the following designations. These budget allocations may shift to other agencies as needed during the year. | County-wide Fire and EMS Service Providers (18 special districts) | \$ 60,000 |
| | Mendocino Coast Health Care District (outsourced/consultant contract) | \$ 23,000 |
| | Finish Cities of Willits and Point Arena started in FY 2024-25 | \$ 15,000 |
| | Finish Mendocino Coast Recreation and Park District | \$ 2,000 |
| | Total | \$ 100,000 |

Attachment 2



MENDOCINO LAFCO

FY 2025-26 PROPOSED BUDGET DEVELOPMENT GUIDE

Contents

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Summary

This development guide provides a summary of the assumptions, basis and projections that went into developing the FY 2025-26 Proposed Budget and Work Program. The guide includes a description of each budget account and changes in proposed budget from the previous FY.

The following table summarizes the adopted and projected budgets for FY 2024-25 and the proposed budget for FY 2025-26.

| | FY 2024-25 (\$) | | FY 2025-26 (\$) |
|------------------------------------|-----------------|----------------|-----------------|
| | Adopted | Projected | Proposed |
| Cash Balance | 23,000 | 6,000 | 35,000 |
| Apportionments | 275,000 | 275,000 | 285,000 |
| Misc Revenues (fees and interest) | 10,000 | 19,000 | 12,000 |
| Total Revenue | 308,000 | 300,000 | 332,000 |
| Staffing | 155,000 | 155,000 | 155,000 |
| Services & Supplies | 80,000 | 75,000 | 77,000 |
| Work Plan | 75,000 | 70,000 | 100,000 |
| Total Expenses | 308,000 | 300,000 | 332,000 |
| Work Plan Contingency/Cash Balance | 46,465 | 55,000 | 20,000 |
| Reserves | 131,500 | 134,500 | 136,500 |

Budget Development

Budget development consists of a transparent process that requires at minimum three public meetings, which is summarized as follows:

1. The Executive Officer prepares a Preliminary Budget and Work Program for the upcoming fiscal year, which is submitted to the Executive Committee in March for review, input and comment. The Preliminary Budget describes anticipated revenues and expected expenditures by line item and in sufficient detail to facilitate Commission, agency, and public review.
2. Executive Committee Meeting – Preliminary Budget and Work Program. the Executive Committee receives the Preliminary Budget and Work Program and makes recommendation to the Commission.
3. Public Hearing - Proposed Budget and Work Program. The Executive Committee's recommendation is presented to the Commission in a public hearing and a Proposed Budget and Work Program is adopted and distributed to funding agencies.
4. Public Hearing – Final Budget and Work Program. The Commission considers agency and public comment and adopts the Final Budget and Work Program, which is distributed to funding agencies and the County Auditor-Controller.

Per the [Cortese-Knox-Hertzberg Local Government Act of 2000 \(CKH\)](#) (Section 56381(a)), at a minimum, the proposed and final budget shall be equal to the budget adopted for the previous fiscal year unless the Commission finds that reduced staffing or program costs will nevertheless allow the Commission to fulfill the purposes and programs.

The proposed budget for FY 2025-26 represents little change from the current fiscal year except in the work plan account. In general, estimated increases in membership and insurance fees have been received and incorporated into the proposed budget.

Trends

As staff it is our responsibility to understand LAFCo's historical role in the County and also to look at current and emerging trends in development pressures, legislative changes, and local conditions to support the Commission in meeting its obligations and responsibilities.

Mendocino LAFCo has continued to evolve and expand its focus in response to the need for organizational improvements and efficiencies, customer and public services, coordination and relationship building with agencies, and a more dynamic work plan that responds to the most pressing issues.

Staffing demands continue to trend towards an increasing number of applications and a need for proactive involvement in regional planning and relationship building to ensure that LAFCo's guiding principles, statutes, and local policies are considered in response to increasing development pressures.

In developing the FY 2025-26 budget and work program, staff proposes continuing to build on the strategies initiated in the current FY to support a successful, proactive, and responsive organization and work plan implementation.

Work Program

The Work Program include Basic Services and the annual Work Plan. The annual Work Program identifies tasks and goals for staff to implement and a list of prioritized agencies for MSR/SOI updates and any special studies.

Basic Services (Staffing)

The following tasks were identified in the FY 2024-25 Work Program:

- Development of an annual report to track Commission direction, MSR/SOI and application follow up items.
- Update of Application forms and guides.
- Policy and procedures development, as needed.
- Transparency improvements to the website.

For FY 2025-26, staff has proposed the following tasks:

- Continued development and refinement of the annual and reporting and tracking report.
- Continued update of Application forms and guides.
- Policy and procedures development, as needed.
- Continued improvements to the website to promote transparency and access to official records of the Commission.

During the current fiscal year, LAFCo staff have dedicated time and resources to improving the core services of the organization through enhancing transparency, outreach to member agencies, and updates and improvements to forms and templates. Additionally, we have developed and implemented strategies for streamlining processes and records accessibility that creates efficiencies for staff, member agencies and the public. Staff will continue to identify and implement ways to improve operational efficiencies, productivity and flexibility.

Staff and Legal Counsel continue to research a number of complicated issues and coordinate with agencies to develop meaningful solutions. The collaborative approach will ultimately result in more efficient and beneficial service provision and accountability.

Additionally, staff continues to develop an annual report to the Commission to track and manage Commission direction and requests for follow up on MSR/SOI studies and applications.

Staffing and Efficiencies

Consistent with Commission direction, staff has prioritized applications and responsiveness to inquiries and organizational duties. During 2023, Hinman & Associates Consulting added a planner/analyst to its team who has been focused solely on implementing the Work Plan. In 2024, a clerk/analyst was added to focus on applications, administrative support, and Work Plan tasks.

With a master tax share agreement now in place between the cities and County, it is anticipated that additional applications for annexations will be submitted by the City of Ukiah. Additionally, the City of Willits is expected to soon be submitting an application for a sphere amendment.

To track and manage Commission direction and requests for follow up on MSR/SOI studies and applications, staff has been developing an annual report to increase accountability and transparency. A draft will be provided to the Executive Committee for review and feedback in the coming months.

Particularly with remote working environments, and also to more readily respond to requests for information and records, it is becoming increasingly important to tackle a number of long-standing office needs such as scanning files (historic meeting materials, applications, budgets, etc.). Last FY, staff scanned and catalogued online all of Commission resolutions, which are now available on our website. This FY we have continued to build our online repository by continuing to add prior years' agendas and meeting minutes. Per Commission recommendation, staff will continue this effort of adding historic records to our website as time and budget allows. Ultimately, these efforts will promote a more efficient work environment, records archive, and increase overall agency transparency.

Policies and Procedures

In the current FY, staff has initiated review and updates to local policies and procedures in response to legislative changes and local conditions. Staff will continue to review the Manual and work with the Policies & Procedures Committee to update policies in the next FY.

Additionally, a comprehensive update of application forms and guides to promote consistent processes is nearly complete. Staff has conducted substantial outreach with the Board of Equalization, the County Surveyor, and various County departments regarding mapping requirements for LAFCo applications, which is a critical component of the application form updates. The form updates are expected to be completed by the end of this FY.

Work Plan

Balancing LAFCo's statutory obligation to prepare MSR/SOI studies for the 50 special districts and 4 cities on a 5-year schedule with priority tasks such as applications and responsiveness to the public and agencies, as well as budget limitations, requires careful strategy.

We continue to make good progress on updating agency studies, and continue to prioritize the municipal service providers (locally defined as water, wastewater, police, and fire protection) as directed in local policy. Additionally, we are addressing non-municipal service providers as needed.

Recognizing (1) the statutory responsibilities of LAFCo to review the agencies on a five-year schedule, as needed; (2) the Commission's direction for increased progress on the work plan tasks; and (3) staff capacity limitations due to organizational priorities; staff is implementing a multi-pronged course of action to effectively and efficiently implement the work plan:

- Outsourcing the MSR/SOI work plan and related CEQA reviews when it makes sense
- Continuing to budget work plan contingencies to support flexibility in developing MSR/SOI updates and related CEQA processes above exemptions
- Utilizing the streamlined review procedure to apply on a 5-year schedule for agencies with little to no changes, and to identify agencies that need updated SOIs

Outsourcing studies and associated CEQA reviews tend to incur higher contractor rates but can provide a valuable option for implementation of the Work Plan on a reasonable timeline. Maintaining a work plan contingency allows for flexibility in utilizing this option, especially in response to shifting agency needs.

The Commission completed the first streamlined review process of agencies' MSRs and SOIs in 2024. The process may be applied to those agencies that have experienced little change since the last review, allowing LAFCo to focus staffing and budget on in-depth comprehensive studies for agencies with greater needs.

FY 2025-26 Work Plan

Staff proposes a budget of \$100,000 to conduct studies in FY 2025-26, including the Mendocino Coast Healthcare District (MCHCD) MSR/SOI Update and initiating a County-wide study of fire and EMS service providers. Additionally, tasks initiated this FY are expected to roll into FY 2025-26 for completion.

Mendocino Coast Healthcare District

As recommended by the Grand Jury in a 2024 report, the MCHCD should be scheduled for a MSR in the next FY. Staff continue to coordinate with district staff and have agreed that waiting for completion of a multi-year financial audit is important prior to initiating the MSR; the audit is expected to be completed by June 2025. Staff anticipates outsourcing the study and has received a consultant estimate of \$23,000.

Fire Protection Districts (18)

The majority of the County's fire districts were last updated in 2018. At that time, staff had identified a need for a more comprehensive and countywide review of the districts as many of the districts identified similar issues (i.e., insufficient funding, declining volunteerism, and gaps in service areas). Staff is recommending a robust, comprehensive study of the County's fire service and EMS provisions to develop recommendations to identify and support operational improvements, efficiencies, and options for reorganization. Following are the fire districts proposed for inclusion in the study:

| | |
|--|---|
| Albion-Little River Fire Protection District | Little Lake Fire Protection District |
| Anderson Valley Community Services District | Long Valley Fire Protection District |
| Brooktrails Township Community Services District | Mendocino Fire Protection District |
| Comptche Community Services District | Piercy Fire Protection District |
| Covelo Fire Protection District | Potter Valley Community Services District |
| Elk Community Services District | Redwood Coast Fire Protection District |
| Fort Bragg Rural Fire Protection District | Redwood Valley-Calpella Fire District |
| Hopland Fire Protection District | South Coast Fire Protection District |
| Leggett Valley Fire Protection District | Ukiah Valley Fire District |

Staff recommends allocating \$60,000 in FY 2025-26 to initiate the outreach and studies; it is expected that this will be a two-year study requiring additional allocation of funds in FY 2026-27. For budget planning purposes, it is anticipated that completing the fire districts MSR/SOI studies will require an additional \$60,000-\$70,000 in FY 2026-27. For example, a recent similar study conducted by consultants covering 10 fire districts in Nevada County was approximately \$110,000.

Continuation of FY 2024-25 Work Plan

As is often the case, a number of work plan tasks initiated in FY 2024-25 are expected to roll into the following FY. Unused work plan budget rolls into the work plan contingency to support the completion of the studies, which may also require additional funding allocation in the new FY. The following summary assumes approved reprioritization of studies for FY 2024-25, including delaying four of the Ukiah Valley water districts and initiating the Cities of Willits and Point Arena.

Mendocino Coast Recreation and Park District

The Mendocino Coast Recreation and Park District (MCRPD) was initiated in March 2025 and the MSR portion of the study is being funded by the district. Cost of the SOI update component of the combined study will be assumed by LAFCo. It is anticipated that the study will roll into FY 2025-26 and be completed by December 2025. Total estimated cost of SOI update is \$2,000.

City of Point Arena

Staff has recommended prioritizing the City of Point Arena MSR/SOI Update in FY 2024-25 for several reasons (1) several agencies in the FY 2024-25 work plan have been put on hold indefinitely and there is capacity to conduct additional studies, (2) the City's interim City Manager has announced retirement at the end of June 2025 and staff wishes to take advantage of institutional knowledge before she is gone; (3) the last MSR/SOI for the City was adopted in 2015. Upon Commission approval, staff will initiate the study in April 2025 and anticipate completing the study in fall of 2025.

City of Willits

Staff has recommended prioritizing the City of Willits MSR/SOI Update in FY 2024-25 for several reasons (1) several agencies in the FY 2024-25 work plan have been put on hold indefinitely and there is capacity to conduct additional studies, (2) the City is preparing to submit an application to amend its SOI as recommended in its recently adopted Land Use Element and updating the MSR will be necessary to support the SOI Amendment; (3) the last MSR/SOI for the City was adopted in 2019. Upon Commission approval, staff will initiate the study in April 2025 and anticipate conducting the study concurrently with the SOI Amendment application.

Inland Water/Wastewater Districts

It is expected that the inland region water and wastewater districts MSR/SOI updates scheduled for FY 2024-25 will be completed by June 30, 2025. It was anticipated that the studies for the water agencies that rely on Potter Valley Project water supply would commence in the later half of FY 2024-25 (January 2025) and likely roll into the following year (FY 2025-26) for completion. Further, it was anticipated that the studies would likely require an additional allocation in the FY 2025-26 work plan budget, such that study costs might be allocated from two budget cycles (FY 2024-25 and 2025-26). However, the establishment of the Ukiah Valley Water Authority and plans for annexations by the City of Ukiah have resulted in placing four of the Ukiah Valley water districts on hold. Delaying four agency studies opens up capacity to prioritize other studies that are due, which will be considered by the Commission in April.

Laytonville County Water District
Round Valley County Water District
Hopland Public Utilities District
Russian River Flood Control District
Potter Valley Irrigation District

~~Calpella County Water District~~
~~Millview County Water District~~
~~Redwood Valley County Water District~~
~~Willow County Water District~~

Description of Expenses by Account

The following table provides a description of LAFCo’s budget accounts, the proposed budget recommendation for FY 2025-26, and an explanation of any recommended changes from FY 2024-25.

| | | |
|---|--|-------|
| Account 5300 | Basic Services | |
| Description | Contract staffing (Executive Officer, Senior Analyst, Clerk/Analyst) | |
| Budget Recommendation | \$155,000 (no change) | |
| Notes: Organizational tasks such as development and updates of policy and procedures; continued updates to application forms and process streamlining; outreach to member agencies; increase transparencies through the LAFCo website. Includes general tasks such as office hours & administrative duties; research, response to inquiries, Commission & Committee meetings; Work Plan support. | | |
| Account 5500 | Rent | |
| Description | Office space lease and work room at UVCC | |
| Budget Recommendation | \$8,500 (increase of \$500) | 6.3% |
| Notes: Office space lease will be \$579/month July-February; increase to \$638/month for March-June. Work room fee of \$30/month for full FY. Also includes \$1,000 for BOS chambers rental. | | |
| Account 5600 | Office Expenses | |
| Description | Office supplies, photocopies, postage, office equipment, phone service, software subscriptions | |
| Budget Recommendation | \$4,000 (no change) | |
| Notes: | | |
| Account 5700 | Internet and Website Costs | |
| Description | Internet service provider, website subscription, email hosting service, domain registration | |
| Budget Recommendation | \$3,000 (no change) | |
| Notes: | | |
| Account 5900 | Publication and Legal Notices | |
| Description | Newspaper publishing of legal notices | |
| Budget Recommendation | \$2,000 (decrease of \$1,000) | 33.3% |
| Notes: Legal notices for work plan studies, proposed and final budgets. | | |
| Account 6000 | Televising Meetings | |
| Description | Live-streaming and recording regular Commission meetings | |
| Budget Recommendation | \$2,000 (decrease of \$400) | 16.7% |
| Notes: Contract with County Information Services for technical support to provide live-streaming and recording regular Commission meetings. Budget anticipates annual COLAs for County staff. | | |

| | | |
|---|--|-------|
| Account 6100 | Audit Services | |
| Description | Contracted annual audit services | |
| Budget Recommendation | \$8,000 (increase of \$3,500) | 77.8% |
| Notes: The last RFP issued for selection of a Certified Public Accountant (CPA) was conducted in 2019, which resulted in a contract with Pehling & Pehling, CPAs for a period up to five years. LAFCo will need to conduct another RFP process to select a CPA to prepare our FY 2024-25 financial audit. It is anticipated that the proposals will be substantially higher than recent contracts. | | |
| Account 6200 | Bookkeeping | |
| Description | Bookkeeping including Quickbooks entries, processing claims, and financial reporting | |
| Budget Recommendation | \$5,500 (no change) | |
| Notes: | | |
| Account 6300 | Legal Counsel | |
| Description | Contract general legal representation | |
| Budget Recommendation | \$15,000 (decrease of \$4,000) | 21.1% |
| Notes: Decrease reflects lower contract rates and estimated need for the FY. | | |
| Account 6400 | A-87 Costs County Services | |
| Description | County services costs for treasury account and overhead for other County services | |
| Budget Recommendation | \$6,000 (increase of \$2,500) | 71.4% |
| Notes: Increase reflects actual invoiced amount for FY 2024-25 (\$5,070) and assumes slightly higher billing for FY 2025-26 to accommodate County staff COLA raises. | | |
| Account 6500 | Insurance – General Liability | |
| Description | General liability insurance through SDRMA | |
| Budget Recommendation | \$3,200 (increase of \$200) | 6.7% |
| Notes: Advisory letter from SDRMA estimates \$3,179. Small cushion included to allow for adjustments for final billing. | | |
| Account 6600 | Memberships | |
| Description | Membership dues for CALAFCO and CSDA | |
| Budget Recommendation | \$4,000 (no change) | |
| Notes: CALAFCO Board adopted dues of \$2,665 for Mendocino LAFCo consistent with a CPI of 3.1%. CSDA dues are estimated at approximately \$1,300-1,500 with CPI. | | |
| Account 6670 | GIS Services | |
| Description | GIS services under contract with County | |
| Budget Recommendation | \$2,500 (decrease of \$500) | 16.7% |
| Notes: | | |

| | | |
|---|---|-------|
| GIS services include map preparation for LAFCo studies and analysis needs, Sphere of Influence mapping and management, and research of agency mapping for LAFCo. | | |
| Account 6740 | In-County Travel and Stipends | |
| Description | Commissioner stipends of \$50 and mileage for regular Commission meetings | 23.3% |
| Budget Recommendation | \$2,300 (decrease of \$700) | |
| Notes: Meetings are returning to in-person; IRS mileage rate increased for 2025. However, expenses for this account are historically under budget; budget lowered accordingly. | | |
| Account 6750 | Travel and Lodging Expenses | |
| Description | Travel and lodging expenses associated with conference, workshop and training attendance out of county. | 14.3% |
| Budget Recommendation | \$6,000 (decrease of \$1,000) | |
| Notes: The 2025 CALAFCO Conference is in San Diego; assumes four commissioners and the EO will attend. Mileage (70 miles RT to SR Airport) = \$450; flights (\$300 pp RT); hotel (\$275 pp/night); meals (\$60/day). Per person expenses: \$1,350; for a total of \$5,400. The 2026 CALAFCO Staff Workshop location TBD; one staff person to attend Staff Workshop, lodging expenses estimated at \$600. | | |
| Account 6800 | Conferences | |
| Description | Conference registrations | |
| Budget Recommendation | \$5,000 (no change) | |
| Notes: The annual CALAFCO Conference will be held in San Diego in October 2025. CALAFCO has provided estimated registration costs for the annual conference (\$800/pp) and the 2026 Staff Workshop (\$660/pp). Assumes four Commissioners and the EO will attend the conference, for a total of \$4,000; one staff person to attend Staff Workshop. Budget allows for a slight cushion to include mobile workshop attendance, etc. | | |
| Account 7000 | Work Plan | |
| Description | Preparation of Municipal Services Reviews, Sphere of Influence Updates and special studies | 33.3% |
| Budget Recommendation | \$100,000 (increase of \$25,000) | |
| Notes: Work plan efforts in FY 2025-26 will include finishing studies initiated in FY 2024-25, including the proposed modification to initiate the Cities of Willits and Point Arena, and begin a county-wide fire and emergency medical services study that will include 17 agencies. The Fire and EMS MSR/SOI studies will be partially funded in FY 2025-26 and will require additional budget allocation in the following FY such that study costs might be allocated from two budget cycles (FY 2024-25 and 2025-26). It is expected that it will be a two-year study. Also for FY 2025-26, staff proposes to include the Mendocino Coast Healthcare District, which will be out-sourced to a consultant. | | |
| Account 9000 | Miscellaneous Expenses | |
| Description | Bank service fees, special district training support, etc. | 100% |
| Budget Recommendation | 0 (decrease of \$100) | |
| Notes: Opted for paperless statements; no service charges for either account. | | |

Proposed Budget and Work Program for FY 2025-26

Mendocino LAFCo Proposed Budget FY 2025-26

April 7, 2025

| ACCOUNT # | DESCRIPTION | FY 2024-25 | | FY 2025-26 |
|-----------------|---|-------------------|-------------------|-------------------|
| | | Adopted | Projected | Preliminary |
| REVENUE | | | | |
| | <i>Anticipated Cash Balance</i> | \$ 23,000 | \$ 6,000 | \$ 35,000 |
| 4000 | LAFCo Apportionment Fees | \$ 275,000 | \$ 275,000 | \$ 285,000 |
| 4100 | Fees and Reimbursements (Includes Service Fees) | \$ 9,000 | \$ 16,000 | \$ 9,000 |
| 4800 | Miscellaneous | | | |
| 4910 | Interest Income | \$ 1,000 | \$ 3,000 | \$ 3,000 |
| | REVENUE TOTAL | \$ 308,000 | \$ 300,000 | \$ 332,000 |
| EXPENSES | | | | |
| 5300 | Basic Services (EO, Analyst, Clerk) | \$ 155,000 | \$ 155,000 | \$ 155,000 |
| 5500 | Rent | \$ 8,000 | \$ 8,000 | \$ 8,500 |
| 5600 | Office Expenses | \$ 4,000 | \$ 4,000 | \$ 4,000 |
| 5700 | Internet & Website Costs | \$ 3,000 | \$ 3,000 | \$ 3,000 |
| 5900 | Publication and Legal Notices | \$ 3,000 | \$ 1,500 | \$ 2,000 |
| 6000 | Televising Meetings | \$ 2,400 | \$ 1,500 | \$ 2,000 |
| 6100 | Audit Services | \$ 4,500 | \$ 4,250 | \$ 8,000 |
| 6200 | Bookkeeping | \$ 5,500 | \$ 5,500 | \$ 5,500 |
| 6300 | Legal Counsel | \$ 19,000 | \$ 12,000 | \$ 15,000 |
| 6400 | A-87 Costs County Services | \$ 3,500 | \$ 5,070 | \$ 6,000 |
| 6500 | Insurance-General Liability | \$ 3,000 | \$ 2,845 | \$ 3,200 |
| 6600 | Memberships (CALAFCO/CSDA) | \$ 4,000 | \$ 3,932 | \$ 4,000 |
| 6670 | GIS Contract with County | \$ 3,000 | \$ 1,500 | \$ 2,500 |
| 6740 | In-County Travel & Stipends | \$ 3,000 | \$ 800 | \$ 2,300 |
| 6750 | Travel & Lodging Expense | \$ 7,000 | \$ 3,400 | \$ 6,000 |
| 6800 | Conferences (Registrations) | \$ 5,000 | \$ 3,600 | \$ 5,000 |
| 7000 | Work Plan (MSRs and SOIs) | \$ 75,000 | \$ 70,000 | \$ 100,000 |
| 80XX | Applications and Special Studies | | \$ 14,033 | |
| 9000 | Misc Exp (Special District Training Support, bank charges) | \$ 100 | \$ 70 | \$ - |
| | OPERATING EXPENSE TOTAL | \$ 308,000 | \$ 300,000 | \$ 332,000 |
| | REVENUE/EXPENSE DIFFERENCE | \$ - | \$ - | \$ - |
| | <i>(Negative balance indicates use of fund balance and/or reserves)</i> | | | |
| | RESERVES / CONTINGENCIES | | | |
| | Legal Reserves | \$ 50,000 | \$ 50,000 | \$ 50,000 |
| | Operations Reserves @ min. 25% Annual Operating Budget | \$ 81,500 | \$ 84,500 | \$ 86,500 |
| | Total Reserves | \$ 131,500 | \$ 134,500 | \$ 136,500 |

Proposed Work Program (Basic Services + Work Plan)

FY 2025-26

April 7, 2025

| Tasks | Description & Assumptions | Estimated Budget |
|--|---|-------------------|
| Basic Services | | |
| Office Hours & Administrative Duties | Clerk duties not related to projects; office hours; public assistance; PRA requests; budget development, tracking, amendments; accounts payable, QuickBooks; annual audit; EO correspondence; response to requests for Agency Comments for projects and/or environmental documents routed to LAFCo for review, etc.; carrying out Commission direction. | \$ 85,000 |
| Commission & Committee Meetings | Commission & Committee meeting attendance (12 Regular and 8 Committee); agenda packet development, staff reports, presentations, minutes. | \$ 40,000 |
| Work Plan Support | Prepare and distribute Public Notices, development of staff reports specifically related to MSR/SOI studies, presentation at Commission meetings for Public Workshops and Public Hearings. | \$ 6,000 |
| Consult Legal Counsel | Contract is on an hourly basis. | Per Contract |
| Application Forms | Update application forms; map research and process clarification | \$ 2,000 |
| Application Processing | Process change of organization or reorganization applications initiated by landowner petition or resolution of application from Cities and Special Districts to modify existing powers, annex and/or detach territory from agency boundaries, and create, dissolve, or consolidate/merge local agencies. | Paid by applicant |
| Work Plan Follow | Refine annual reporting and conduct follow-up on Commission direction, items identified in MSR/SOI studies and application approvals. | \$ 10,000 |
| Policy Development | Policy development and amendments as needed | \$ 10,000 |
| Transparency Improvements to Website | Assess/implement website improvements (JPAs, maps, etc.) | \$ 2,000 |
| Total | | \$ 155,000 |
| Work Plan | | |
| MSR/SOI Update | Prepare and adopt combined Municipal Service Review and Sphere of Influence (MSR/SOI) Update studies pursuant to GOV §56425 and §56430, either in-house or by contract. | \$ 100,000 |
| <p>The agencies listed below have priority for preparation of a LAFCo-initiated MSR/SOI Update in Fiscal Year 2025-26. The actual completion of a specific study may span multiple fiscal years. The budget allocation for each agency is based on estimated costs. Actual costs for study completion may be higher or lower than estimated below.</p> <p>Work Plan implementation is subject to change due to various factors, such as: (a) agency responsiveness and timely provision of requested information, (b) complexity of issues involved, (c) level of public and affected agency controversy, (d) changing needs and priorities, (e) overall staff workload, and (f) higher than anticipated costs.</p> <p>The Work Plan budget assumes minimal costs for CEQA compliance related to filing a Notice of Exemption (NOE). Agencies requesting a non-coterminous SOI may expedite a potential multi-fiscal year process by contributing to the cost of preparing an Initial Study and associated environmental document (ND/MND, EIR, etc.).</p> | | |
| The total Work Plan Budget is not limited to the following designations. These budget allocations may shift to other agencies as needed during the year. | County-wide Fire and EMS Service Providers (18 special districts) | \$ 60,000 |
| | Mendocino Coast Health Care District (outsourced/consultant contract) | \$ 23,000 |
| | Finish Cities of Willits and Point Arena started in FY 2024-25 | \$ 15,000 |
| | Finish Mendocino Coast Recreation and Park District | \$ 2,000 |
| | Total | \$ 100,000 |

Attachment 3

Resolution No. 2024-25-12 of the Local Agency Formation Commission of Mendocino County

Adopting the Proposed Budget and Work Program for Fiscal Year 2025-26

WHEREAS, the Mendocino Local Agency Formation Commission, hereinafter referred to as the “Commission”, annually adopts a proposed budget by May 1st and a final budget by June 15th to fulfill its purposes and functions that are set by State law; and

WHEREAS, the Executive Officer prepares and presents a preliminary budget and work program to the Executive Committee in March of each year; and

WHEREAS, the Executive Committee held a public meeting on March 19, 2025 to consider the preliminary budget and work program for Fiscal Year 2025-26; and

WHEREAS, the Executive Committee recommends a proposed budget and work program that meets the criteria set forth in Government Code Section 56381, including a budget sufficient to allow the Commission to fulfill its purposes and programs; and

WHEREAS, the Executive Officer has given sufficient notice of a public hearing to be conducted by the Commission in the form and manner prescribed by law; and

WHEREAS, the Commission heard and fully considered all oral and written testimony submitted and presented on the proposed budget and work program, including the Executive Officer’s report and recommendations, at a public hearing held on April 7, 2025; and

NOW, THEREFORE, the Mendocino Local Agency Formation Commission does hereby RESOLVE, DETERMINE, and ORDER as follows:

1. The Commission hereby approves a Proposed Budget and Work Program for Fiscal Year 2025-26 as set forth in Exhibit A, attached hereto; and
2. Finds that the Proposed Budget will allow the Commission to fulfill its legislative purpose, regulatory and planning responsibilities as required under Government Code §56381(a); and
3. The Executive Officer is hereby directed to transmit the Proposed Budget and Work Program for Fiscal Year 2025-26 to funding agencies for review and comment in the manner required by law.
4. A public hearing to consider the Final Budget and Work Program will be held May 5, 2025.

The foregoing Resolution was passed and duly adopted at a regular meeting of the Mendocino Local Agency Formation Commission held on this 7th day of April 2025, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

MAUREEN MULHEREN, Chair

UMA HINMAN, Executive Officer

Ukiah Daily Journal

415 Talmage Road Suite A
Ukiah, CA. 95482
legals@ukiahdj.com

2117504

MENDOCINO COUNTY LAFCO
200 SOUTH SCHOOL ST
UKIAH, CA 95482

**PROOF OF PUBLICATION
(2015.5 C.C.P.)**

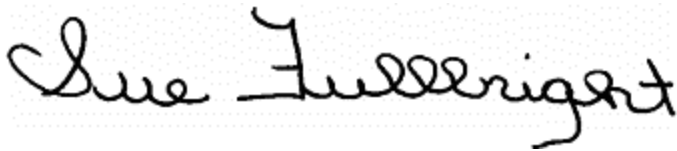
**STATE OF CALIFORNIA
COUNTY OF MENDOCINO**

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of the printer of the Ukiah Daily Journal, a newspaper of general circulation, printed and published daily in the City of Ukiah, County of Mendocino and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Mendocino, State of California, under the date of September 22, 1952, Case Number 9267; that the notice, of which the annexed is a printed copy (set in type not smaller than non-pareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

03/11/2025

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Dated at Ukiah, California,
March 11th, 2025



Sue Fullbright, LEGAL CLERK

Legal No. **0006883263**

Mendocino Local Agency Formation Commission NOTICE OF PUBLIC HEARING. NOTICE IS HEREBY GIVEN that on **Monday, April 7, 2025, at 9:30 AM** (or as soon thereafter as the matter may be heard) in a hybrid meeting format with in-person participation in the Mendocino County Board of Supervisors Chambers, 501 Low Gap Road, Ukiah, California, and remote (video or telephone) participation pursuant to GOV Section 54953 as described in the agenda to be posted at least 72 hours in advance of the meeting, and livestreamed at www.youtube.com/MendocinoCountyVideo, the Mendocino Local Agency Formation Commission (LAFCo) will hold a Public Hearing to consider the **Proposed Budget and Work Program for Fiscal Year 2025-2026**. This item is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15306 and Section 15061(b)(3). Copies of all related documents may be reviewed once available (72 hours in advance of the meeting) at the LAFCo website (www.mendolafco.org) or at the LAFCo office. If you cannot attend the Public Hearing described in this notice, you may submit written comments prior to the hearing. Please direct comments, questions, and requests to review documents to LAFCo, 200 South School Street, Ukiah, CA 95482; e-mail: eo@mendolafco.org; phone: (707) 463-4470. All interested persons are invited to attend, be heard, and participate in the hearings. BY ORDER OF THE MENDOCINO LOCAL AGENCY FORMATION COMMISSION. UMA HINMAN, Executive Officer.

3-11/2025

Fort Bragg Advocate-News

415 Talmage Road Suite A
Ukiah, CA. 95482
legals@advocate-news.com

2117504

MENDOCINO COUNTY LAFCO
200 SOUTH SCHOOL ST
UKIAH, CA 95482

PROOF OF PUBLICATION (2015.5 C.C.P.)

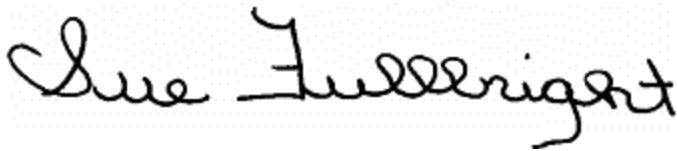
STATE OF CALIFORNIA COUNTY OF MENDOCINO

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the Office Clerk of the Fort Bragg Advocate-News, a newspaper of general circulation by the Superior Court of the County of Mendocino, State of California under the date of May 9, 1952 - Case Number 9151, that the notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been printed in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates:

03/13/2025

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Dated at Fort Bragg, California,
March 13th, 2025



Sue Fullbright, LEGAL CLERK

Legal No. **0006883647**

Mendocino Local Agency Formation Commission NOTICE OF PUBLIC HEARING. NOTICE IS HEREBY GIVEN that on **Monday, April 7, 2025, at 9:30 AM** (or as soon thereafter as the matter may be heard) in a hybrid meeting format with in-person participation in the Mendocino County Board of Supervisors Chambers, 501 Low Gap Road, Ukiah, California, and remote (video or telephone) participation pursuant to GOV Section 54953 as described in the agenda to be posted at least 72 hours in advance of the meeting, and livestreamed at www.youtube.com/MendocinoCountyVideo, the Mendocino Local Agency Formation Commission (LAFCo) will hold a Public Hearing to consider the **Proposed Budget and Work Program for Fiscal Year 2025-2026**. This item is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15306 and Section 15061(b)(3). Copies of all related documents may be reviewed once available (72 hours in advance of the meeting) at the LAFCo website (www.mendolafco.org) or at the LAFCo office. If you cannot attend the Public Hearing described in this notice, you may submit written comments prior to the hearing. Please direct comments, questions, and requests to review documents to LAFCo, 200 South School Street, Ukiah, CA 95482; e-mail: eo@mendolafco.org; phone: (707) 463-4470. All interested persons are invited to attend, be heard, and participate in the hearings. BY ORDER OF THE MENDOCINO LOCAL AGENCY FORMATION COMMISSION. UMA HINMAN, Executive Officer.
3-13/25

The Willits News

415 Talmage Road Suite A
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legals@willitsnews.com

2117504

MENDOCINO COUNTY LAFCO
200 SOUTH SCHOOL ST
UKIAH, CA 95482

PROOF OF PUBLICATION

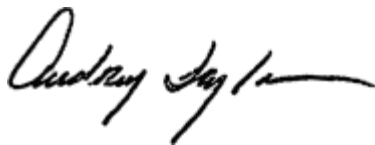
**STATE OF CALIFORNIA
COUNTY OF MENDOCINO**

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principal clerk of the printer of The Willits News, a newspaper of general circulation, printed and published Every Wednesday and Saturday in the City of Willits, California, County of Mendocino, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Mendocino, State of California, in the year 1903, Case Number 9150; that the notice of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

03/12/2025

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Dated at Willits, California this 19th day of March, 2025.



Signature

Legal No. **0006883566**

Mendocino Local Agency Formation Commission NOTICE OF PUBLIC HEARING. NOTICE IS HEREBY GIVEN that on Monday, April 7, 2025, at 9:30 AM (or as soon thereafter as the matter may be heard) in a hybrid meeting format with in-person participation in the Mendocino County Board of Supervisors Chambers, 501 Low Gap Road, Ukiah, California, and remote (video or telephone) participation pursuant to GOV Section 54953 as described in the agenda to be posted at least 72 hours in advance of the meeting, and livestreamed at www.youtube.com/MendocinoCountyVideo, the Mendocino Local Agency Formation Commission (LAFCo) will hold a Public Hearing to consider the Proposed Budget and Work Program for Fiscal Year 2025-2026. This item is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15306 and Section 15061(b)(3). Copies of all related documents may be reviewed once available (72 hours in advance of the meeting) at the LAFCo website (www.mendolafco.org) or at the LAFCo office. If you cannot attend the Public Hearing described in this notice, you may submit written comments prior to the hearing. Please direct comments, questions, and requests to review documents to LAFCo, 200 South School Street, Ukiah, CA 95482; e-mail: eo@mendolafco.org; phone: (707) 463-4470. All interested persons are invited to attend, be heard, and participate in the hearings. BY ORDER OF THE MENDOCINO LOCAL AGENCY FORMATION COMMISSION. UMA HINMAN, Executive Officer.

3/12/2025