



## COMMISSIONERS

Maureen Mulheren  
Chair  
County Member

Gerald Ward  
Vice Chair/Treasurer  
Public Member

Gerardo Gonzalez  
City Member

Candace Horsley  
Special District Member

Glenn McGourty  
County Member

Mari Rodin  
City Member

Vacant  
Special District Member

Francois Christen  
Alternate Special District Member

Douglas Crane  
Alternate City Member

John Haschak  
Alternate County Member

Vacant, Alternate  
Public Member

## STAFF

Executive Officer  
Uma Hinman

Clerk/Analyst  
Larkyn Feiler

Counsel  
Marsha Burch

## REGULAR MEETINGS

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

Approved November 4, 2024

## FINAL MEETING MINUTES

### Regular Commission Meeting

### Regular Meeting of Monday, October 7, 2024

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

- 1. CALL TO ORDER and ROLL CALL** (Video Time 03:51)  
Chair Mulheren called the meeting to order at 9:00 a.m.

**Regular Commissioners Present:** Maureen Mulheren, Gerardo Gonzalez, Mari Rodin, Glenn McGourty

**Regular Commissioners Absent:** Gerald Ward, Candace Horsley

**Alternate Commissioners Present:** Francois Christen (immediately seated)

**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 4:35)  
None

- 3. OTHER BUSINESS** (Video Time 5:09)  
None

- 4. CONSENT CALENDAR** (Video Time 5:13)  
**4a) September 9, 2024 Regular Meeting Summary**  
**4b) September 2024 Claims & Financial Report**

<b>September 2024 Claims totaling:</b>	<b>\$19,417.98</b>
Hinman & Associates Consulting	16,145.54
Zach Pehling, CPA	2, 125.00
Commissioner Stipends - Francois Christen	100.25
Marsha Burch Law Office	315.00
Streamline	115.00
Ukiah Valley Conference Center	807.65

**Motion:** Approve the Consent Calendar (Items 4a – 4b).

**Motion Maker:** McGourty

**Motion Second:** Gonzalez

**Outcome:**

Passed unanimously

**Roll Call Vote:** Ayes: (5) Gonzalez, Christen, Mulheren, Rodin, McGourty

**5. PUBLIC HEARING ITEMS** (Video Time 6:06)

**5a) PUBLIC HEARING: Caspar South Water District Municipal Service Review and Sphere of Influence Update**  
Analyst Crump presented the item. The following discussion points were made by members of the Commission:

Commissioner Rodin

- Requested clarification on what agency monitors the community leach field for the district; the district operates under a permit from the State Water Resources Control Board, which requires regular monitoring reports from the district.

There were no public comments.

**Motion:** Approve the following two action items 1) Find the Caspar South Water 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 Caspar South Water District Sphere of Influence Update is exempt from CEQA pursuant to 14 CCR §15061(b)(3) (General Rule), and approve the Notice of Exemption for filing; and 2) Adopt LAFCo Resolution 2024-25-03, approving the Caspar South Water District Municipal Service Review and Sphere of Influence Update Study and adopting the proposed sphere of influence.

<b>Motion Maker:</b> McGourty	<b>Motion Second:</b> Rodin	<b>Outcome:</b> Passed unanimously
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<b>Roll Call Vote:</b> Ayes: (5) Christen, McGourty, Rodin, Gonzalez, Mulheren
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**6. WORKSHOP ITEMS** (Video Time 14:11)

None

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

**7a) Appointment of Alternate Public Member** (Video Time 14:12)

EO Hinman provided a brief overview of the process for appointing a new alternate public member; the current vacancy was first advertised in October 2023. One application was received by the most recent deadline. Raghda Zacharia then introduced herself and gave a brief overview of her background and interest in LAFCo.

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

Commissioner McGourty asked Ms. Zacharia her thoughts regarding the City of Willits' need to accommodate growth in the future; Ms. Zacharia noted the importance of ensuring sufficient infrastructure and resources are addressed as they plan for growth.

Commissioner Rodin recommended CALAFCO's website as a resource for understanding LAFCo's roles and responsibilities.

Commissioner Gonzalez commented that the role of LAFCo is to ensure responsible development.

Chair Mulheren commented that commissioners should remain unbiased and assess each area based on its capacity to facilitate growth.

No public comments were provided.

<b>Motion:</b> Appoint Raghda Zacharia as the Alternate Public Member for the term ending December 31, 2027.
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<b>Motion Maker:</b> Rodin	<b>Motion Second:</b> McGourty	<b>Outcome:</b> Passed unanimously
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<b>Roll Call Vote:</b> Ayes: (5) Christen, McGourty, Rodin, Gonzalez, Mulheren
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**7b) Commissioner Terms, Recruitments and Appointments** (Video Time 27:38)

EO Hinman presented an informational update on the status of commissioner terms:

- Commissioner McGourty and Alternate Commissioner Christen will not be running for reelection; their terms end in December 2024.
- Board terms for Commissioner Gonzalez and Alternate Commissioner Crane will be up at the end of December 2024 and both are running for reelection.
- The Executive Officer implements the special district nomination and election process on behalf of the Special District Selection Committee. Vacancies for both the current regular member and the upcoming alternate member each received one nomination by the nomination deadline; in compliance with the Cortese Knox Hertzberg Act, each nominee is appointed without election. Both electors are members of the Brooktrails Township Community Services District: Sarah Mahoney is appointed Regular Commissioner for the 2025-28 term, and Joanne Cavallari is appointed Alternate Commissioner for the remainder of the term ending December 2026.)

No public comments provided.

**8. INFORMATION AND REPORT ITEMS**

**8a) Work Plan, Current and Future Proposals** (Video Time 30:20)

EO Hinman provided an informational update on current applications and future proposals. Most applications remain on hold pending tax share agreements; however, a Certificate of Filing was issued for the City of Ukiah's application to annex the Western Hills properties and a public hearing has been noticed for the next regular meeting of the Commission.

Work Plan update: administrative draft studies are in process for the Potter Valley Irrigation District and the Mendocino County Russian River Flood Control and Water Conservation and Improvement District. Initial interview meetings with Laytonville County Water District and Round Valley County Water District are being scheduled. There are three remaining studies for the coastal agencies that are still in process; staff is waiting to for a response to information requests from Elk County Water District and Westport County Water District.

**8b) Correspondence** (Video Time 31:33)

None

**8c) CALAFCO Business and Legislation Report** (Video Time 31:42)

EO Hinman reported that SB 1209 was signed into law by the Governor on September 28, which authorizes LAFcos to require indemnification from applicants beginning January 1, 2025. Staff will be working with Legal Counsel and the Policies & Procedures Committee to develop an indemnification clause and policy for Commission consideration.

The CALAFCO Board of Directors recently voted to disband the CALAFCO Legislative Committee as part of its strategic plan implementation, which was a surprise to many Executive Officers who were opposed to the loss of the Committee and felt there was inadequate outreach to member agencies in advance of the decision. At the urging of more than half of the state's LAFco EOs, the CALAFCO Board held a Special Meeting to hear input from its member LAFcos and which resulted in a Board vote to rescind its decision and immediately reinstate the Committee.

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

- Commissioner Christen requested clarity on the lobbying groups associated with CALAFCO. The CALAFCO Board decision included retaining the already contracted advocacy firm, but delaying any additional contracts with advocacy consultants.

- Commissioner Gonzalez inquired if it was the larger or smaller LAFCOs that had wanted to disband the Legislative Committee; EO Hinman clarified that it was initiated by CALAFCO as part of implementing their strategic plan.

**8d) Executive Officer's Report** (Video Time 36:37)

None

**8e) Committee Reports (Executive Committee, Policies & Procedures)** (Video Time 36:38)

None

**8f) Commissioners Reports, Comments or Questions** (Video Time 36:44)

Commissioner McGourty inquired about the Russian River Water Authority JPA and whether MSR/SOI studies for each of the Ukiah Valley water districts would still need to be prepared. EO Hinman responded that the JPA doesn't change the fact that the districts are still independent special districts and LAFCo is still obligated to prepare the studies for the agencies. Staff will coordinate with administrators of the JPA as we prepare the studies, which will hopefully inform and support the development of consolidation efforts.

Commissioner Rodin noted that an assessment of infrastructure in the Ukiah Valley is in progress that will inform the physical consolidation of the water agencies.

**ADJOURNMENT** (Video Time 39:32)

There being no further business, the meeting adjourned at 9:38 a.m.

The next regular meeting of the Commission is scheduled for Monday, **November 4<sup>th</sup>, 2024** at 9:00 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 [October 7, 2024](#) YouTube meeting recording. Links to recordings and approved minutes are also available on the [LAFCo website](#).*