



HOPLAND

MUNICIPAL ADVISORY COUNCIL

Hopland Municipal Advisory Council

Minutes

Regular Meeting – Hybrid

December 17, 2025, at 5:30 pm

Hopland Fire Protection District Community Room

21 Feliz Creek Road, Hopland, California

The Hopland Municipal Advisory Council (HMAC) meetings are held in-person and virtually via Zoom Video Communications. Meeting access information is available on the Agenda for this meeting.

Members: Julie Golden, Amy Frost, Dale Andrew, Chelsea Arnold, *Vacant*

Alternate: *Vacant*

Administrative Support: Melissa Frausto - LACO Associates

1. Call to Order & Roll Call

The meeting was called to order at 5:44pm. All members were present. Dale Andrew attended virtually.

2. Public Comment & Announcements on Non-agenda Items

No comment/discussion.

3. Consent Calendar

a. Approval of the October 15, 2025, and November 19, 2025, Regular Meeting Minutes
Amy moved to approve the consent calendar with a second from Chelsea. All members voted in favor.

4. Discussion and Possible Action on Community Updates and Issues

a. Mendocino County Sheriff's Office: *General updates from Sheriff Kendall*

Sheriff Kendall reported an increase in mail theft and recommended that residents pick up their mail every day. He noted that, on average, the Sheriff's Office arrests 12 people per year for this crime. Sheriff Kendall also mentioned that the jail construction is on track. He reminded everyone to be careful of drunk drivers during the holidays and bad weather.

Julie asked if overdoses were down; Sheriff Kendall replied that they increased lately, however, no deaths have occurred.

b. Hopland Fire Protection District: *General updates from Chief Franklin*

Chief Franklin reported that the Hopland Fire Protection District (HPFD) has been busy handling vehicle accidents. The HPFD expects to stay busy with tree clearing due to the forecasted rain.

c. Board of Supervisors: *General updates from Supervisor Madeline Cline*

No update/ discussion.

d. Shanél Valley Academy: *General updates from Amy Frost*

For HMAC information, visit Hopland Municipal Advisory Council-HMAC on Facebook, at

www.hoplandmac.com, or email info@hoplandmac.com



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Amy shared that the Shanél Valley Academy (SVA) is encouraging people to enroll in their preschool program. The SVA recently had their Winter Sing, a performance from the students. They sang holiday songs. Lastly Amy shared that the SVA is in the final running for a grant. This grant is available every 5 years. They will know if they receive it next week. If awarded, this grant will go towards physical improvements such as air conditioning in the gym, new roof and black top pavement.

e. California Department of Transportation: *General updates from Jen Buck*

Jen Buck (Caltrans, Office Chief of Project Management) shared that the Hopland Highway 101 ADA Project (ADA Project) is continuing to move forward. Caltrans has awarded it a bid to the best suitable contractor and are now executing the contract. Once the contract is finalized, Caltrans will bring the contractor to a HMAC Meeting to discuss the project schedule, which will likely occur in springtime.

Julie asked if project sequencing is still planned. Jen confirmed that the ADA Project will move in stages, working on one road segment at a time. The contractor is creating the schedule now for Caltrans to review, with a goal to finish by February. To protect business access, they will leave one of two driveways open or keep a single driveway half-open. Additionally, work is limited to three weeks in front of any business. Chelsea asked if that limit means three weeks total or three consecutive weeks. Jen stated that she was unsure and would look into it.

Amy asked if work starts in late spring or early summer. Jen explained that it depends on the official schedule. While the standard work window for Caltrans District 1 is June 15 to October 15, work can start earlier in hotter, inland areas. The contractor will confirm the exact start dates. However, any work near the Russian River must follow the June to October schedule.

Jen also noted that Pacific Gas and Electric (PG&E) will move their lines before Caltrans begins work. Caltrans does not have the plans yet, but Jen will bring them to the HMAC when available. Jen will also ask the PG&E contractor to join a future meeting.

Julie asked for an update on the Downtown Hopland Pedestrian Lighting. Jen stated that she is waiting for the design staff to identify which conduit placements options are possible based on the site conditions. The design team is currently reviewing the options, but there is no specific information to share yet.

f. Hopland Public Utility District: *General update*

Joan Norry [Hopland Public Utility District [*Hopland Public Utility District (HPUD), President*]] stated that the district has secured approval for well testing. The goal is to have them in before the arrival of inclement weather. The testing is a state mandate required on a periodic basis. Once the wells are established, the HPUD will conduct follow-up tests every few years.



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Joan sought clarification on Item 5, Paragraph 2 of the November HMAc Minutes. She stated that the HPUD has not been informed nor communicated by any agency regarding the funding from Senate Bill (SB) 105, and the HPUD Board was unaware of it until reading the HMAc minutes. Joan emphasized that the HPUD is a special district and questioned the process for the SB 105 funding. Joan stated that all official HPUD business must take place during their regular board meetings and representatives would need to come to a meeting to discuss this properly. Julie thanked Joan for bringing this up and agreed that this should have been communicated to the HPUD. Amy added that the goal of the SB 105 was to secure funding for the utilities relocation needed for the Caltrans ADA Project and remove the burden from rate payers.

g. Hopland Cemetery District: *General updates*

Joan Norry [*Hopland Cemetery District (District), Board member*] stated that the District recently participated in Wreath Across America in conjunction with the 4H Club. Approximately 48 wreaths were placed. Lastly, the Boy Scouts of America will be replacing the white crosses that mark unmarked graves.

5. Discussion and Possible Action on Rehabilitation of the Highway 101 Northbound Hopland Sign

Dale and Chelsea plan to work on the Highway 101 northbound Hopland sign in the coming months when Dale's shoulder is doing better. Chelsea will talk to "Concrete Pete".

6. Discussion and Possible Action on Downtown Hopland Pedestrian Lighting

Julie mentioned that Caltrans' help is appreciated with the Downtown Hopland Pedestrian Lighting. She explained she didn't realize PG&E was moving lines, as she thought all utilities were delayed until Phase 2. A member of the public mentioned that the Initial Study, dated June 2022, on ADA Project website states that utilities wouldn't be impacted. Jen clarified that PG&E is moving their lines for the ADA Project, and the HPUD work was moved to Phase 2. Jen added that Caltrans did the NEPA/CEQA Re-validation Form, dated June 2025, when the design phase was complete to capture project activities that weren't captured in the Initial Study, also found on the ADA Project website. Julie and Jen plan to discuss this further before the January meeting. Jen will get more info from the design team. Julie asked about pre-drilling foundation holes for the conduits; Jen said it would be hard to do but makes sense if they can find the budget and there aren't any conflicts.

7. Council Members' and Staff Reports Regarding Assigned Tasks, Committee Meetings, and Other Items of General Interest

- a. HMAc Vacancies
No update/discussion.
- b. Hopland Community Liaisons Update
No update/discussion.



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8. Discussion on Agenda Items for January 21, 2026, HMAC meeting

No update/discussion.

9. Adjournment

The meeting adjourned at 6:53pm.