



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

Adam Gaska
Alternate Special District Member

John Haschak
Alternate County Member

Bruce Alfano
Alternate Public 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 June 1, 2026

FINAL MEETING MINUTES

Regular Commission Meeting

Regular Meeting of Monday, May 4, 2026

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

1. **CALL TO ORDER and ROLL CALL** (Video Time 02:01)
Chair Mulheren called the meeting to order at 9:30 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: Douglas Crane (remote), Adam Gaska (remote)

Alternate Commissioners Absent: Bruce Alfano, John Haschak

Staff Present: Uma Hinman, Executive Officer; Larkyn Feiler, Senior Analyst; Jen Crump, Clerk/Analyst; Marsha Burch, Legal Counsel

2. **PUBLIC EXPRESSION** (Video Time 02:37)
None

3. **OTHER BUSINESS** (Video Time 03:16)
3a) AB 2449 Notifications and Considerations
None

4. **CONSENT CALENDAR** (Video Time 03:27)
4a) April 6, 2026 Regular Meeting Summary
4b) April Claims & Financial Report

| | |
|---|--------------------|
| April 2026 Claims totaling: | \$22,580.94 |
| Hinman & Associates Consulting | \$17,298.88 |
| Marsha Burch Law Office | \$1,825.00 |
| Streamline | \$115.00 |
| City of Ukiah (UVCC) (Office Space, Postage & Copies) | \$693.37 |
| Commissioner Stipends | \$90.60 |
| PnPCPAs (Audit Services) | \$2,255.00 |
| Newspapers (Publications and Legal Notices) | \$303.09 |

4c) Fiscal Year 2024-25 Audited Financial Statements

There were no public comments.

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

5. PUBLIC HEARING ITEMS (Video Time 05:08)

5a) Final Budget and Work Program for FY 2026-27

The Commission held a public hearing to consider the Final Budget and Work Program for fiscal year (FY) 2026-2027 as recommended by the Executive Committee. EO Hinman presented the item.

There were no public comments.

| | | |
|---|-----------------------------|------------------------------------|
| Motion: 1) Adopt Resolution 2025-26-07 approving the Final Budget and Work Program for FY 2026-27, as presented or modified by the Commission; and 2) Direct the Executive Officer to transmit the adopted Final Budget and Work Program to member, the County Auditor-Controller, and other recipients in accordance with GOV §56381. | | |
| Motion Maker: Gonzalez | Motion Second: Cline | Outcome: Passed unanimously |
| Roll Call Vote: (7) Ward, Cline, Gonzalez, Horsley, Mahoney, Rodin, Mulheren | | |

6. WORKSHOP ITEMS (Video Time 11:04)

6a) City of Point Arena Municipal Service Review and Sphere of Influence Update

The Commission held a Public Workshop on the Draft City of Point Arena Municipal Service Review (MSR) and Sphere of Influence (SOI) Update. Analyst Crump presented the item. Paul Andersen, Assistant City Manager/City Clerk, attended the meeting.

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

Commissioner Horsley:

- Requested clarification on city staff roles. Mr. Andersen clarified that he is the Assistant City Manager/City Clerk and Molly Haviland is the City Manager.
- Upon inquiry, Mr. Andersen clarified that city hall hours are Monday through Wednesday, 9:00 AM – 3:00 PM.
- Asked why available land noted on pg. 87 of the agenda packet hasn't been developed for housing. Mr. Andersen explained that the city is located entirely within the Coastal Zone, requiring Coastal Commission approval for all development. Mr. Andersen also noted that the city owns two parcels across from Point Arena City Hall intended for future affordable workforce housing but is not achievable at this time.
- Requested an explanation of Census Tract 111.02 (pg. 88 of the agenda packet).

Commissioner Mahoney:

- Asked about the condition of the wooden water tank. Mr. Andersen responded that the tank is owned by Point Arena Water Works, a private water distributor, and was reportedly repaired two years ago.
- Inquired about whether the city has plans to take over water distribution if the private company can't afford to replace the water tank. Mr. Andersen responded that the city recognizes the risk of depending on a private water provider but that there is currently no discussion regarding change in ownership.
- Asked if the payoff date was accurate regarding the line of credit converted to a five-year note with Redwood Credit Union (pg. 80 of the agenda packet). Mr. Andersen clarified that that the city had a line of credit with Redwood Credit Union to work on some projects that went over budget and was converted to a note. The note is secured on the old firehouse/corporation yard with approximately \$320,000 remaining, paid monthly, with the goal of full repayment within five years.
- Requested clarification on whether the city has considered rezoning residential parcels (three-acre minimums) near downtown to allow smaller lot sizes and increase the tax base. Mr. Andersen responded that a recent Local Coastal Program update included some housing-related amendments, but rezoning was not being pursued due to the complexity and cost of general plan amendments. However, it remains a possibility.

Commissioner Cline:

- Requested context on the spike in property tax revenue in fiscal year (FY) 2021-22 (\$85,000) and the city's general revenues on pg. 74 of the agenda packet. Mr. Andersen responded that it's most likely attributed to COVID-19 pandemic related delays in reassessments at the County Assessor's Office, resulting in a catch-up payment that year. Mr. Andersen also noted that the city's annual property tax revenue is generally \$50,000 - \$60,000 per year.

Commissioner Ward:

- Inquired about the city's plans to address its financial concerns and achieve financial stability. Mr. Andersen described several steps the city has implemented, including establishing reserve policies, updating its financial policies, adopting Measure X (raising the sales tax to 9.25 percent, generating \$60,000 - \$70,000 in additional annual revenue), increasing business license and sewer fees, reducing staff hours, and the adoption of a new municipal financial accounting system. Mr. Andersen further noted that the city is more financially stable than a few years ago and is no longer facing imminent bankruptcy, and acknowledging there remains a long way to go to achieving financial stability.

Commissioner Rodin:

- Recommended adding narrative in the study that there's dispute about the median household income figures, given that the census tract is much larger than the city. EO Hinman commented that new California Department of Water Resources (DWR) Proposition 4 definitions for disadvantaged communities may better address situations like the city's, where a lower-income neighborhood is located within a higher median household income area.
- Asked how the state regulates private water companies when a city is entirely dependent on one. EO Hinman clarified that private water companies are regulated by the California Public Utilities Commission (CPUC) and the State Water Resources Control Board and that LAFCO has no jurisdiction over private or mutual water companies. LAFCO staff attempted outreach to Point Arena Water Works early in the MSR process, unsuccessfully.
- Inquired upon whether the adjacent service providers listed in the table under Section 2.3.4 have any business or operations with the city. Analyst Crump confirmed they do not; staff will revise the table to clarify. Commissioner Rodin suggested adding a column explicitly indicating whether each provider shares operations or business with the city.
- Requested clarification on how mutual aid agreements work given that Point Arena has limited services to offer. Mr. Andersen clarified that the existing agreements allow voluntary coordination during emergencies. Although the agencies aren't obligated to provide services, the agreements make inter-agency support much easier
- Noted that MSR Determination #5 (Section 3.9.1) references the Regional Housing Needs Assessment (RHNA) allocation of nine housing units but doesn't mention whether they have been built, suggesting that staff add this to the study. Mr. Andersen noted that the RHNA allocation is expected to increase to 35 housing units under the current process, which will be difficult to achieve given local constraints.
- Recommended including a determination regarding whether emergency medical service provider Coast Life Support District adequately meets community needs in Section 3.8.3. EO Hinman clarified that Sonoma LAFCO is the principal LAFCO for Coast Life Support District and their last MSR was prepared in 2008. EO Hinman further noted that staff will work to provide more context in the final document.
- Commented that MSR Determinations 9 and 10 don't clearly connect to disadvantaged communities. EO Hinman responded that analysis for examining disadvantaged communities includes ensuring that principal municipal services are provided (water, wastewater, and fire services) and agreed to examine it further for revisions as needed.

There were no public comments and no formal action was taken. The Commission directed staff to incorporate the requested information and a public hearing will be scheduled in June for formal consideration.

7. MATTERS FOR DISCUSSION AND POSSIBLE ACTION

7a) City of Ukiah – Corporation Yard Annexation (File No. A-2025-06) and Finding of Exemption Pursuant to the California Environmental Quality Act (Video Time 50:22)

The Commission considered approval of the City of Ukiah Annexation of City-owned property for the City Corporation Yard. The City of Ukiah (city/Ukiah) proposes annexation of one City-owned property (7.9 acres) located at 1 Carousel Lane for use as a municipal corporation yard. Analyst Feiler presented the item. Jesse Davis, Chief Planning Manager for the City of Ukiah, attended the meeting.

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

Chair Mulheren:

- Disclosed that her family operates a business at the project address, but the proposed annexation does not affect the financial position she holds with the business. Disclosure was also provided at a recent County Board of Supervisors meeting.

Commissioner Gonzalez:

- Asked whether traffic will increase significantly given past use of the property and the proposed use. Analyst Feiler confirmed that it's staff's understanding that no significant increase in use is expected. Mr. Davis further explained that there is no expected change in the intensity of the use of the property, with its prior uses as a carpet manufacturer and other warehouse facilities, and it's currently zoned for industrial use; the City's expected activities will be consistent with current zoning. Mr. Davis also noted that the city will contribute to the maintenance and repair of Carousel Lane, a private road serving the business park. Commissioner Gonzalez followed up noting his primary concern was impacts to North State Street rather than Carousel Lane. Mr. Davis clarified that the project site was selected because of its proximity to North State Street and no increased encroachment onto North State Street is anticipated.

Commissioner Ward:

- Inquired about plans for the old corporation yard. Mr. Davis explained that the property is technically owned by the airport, and the city intends to realign it towards aviation service-related activities such as hangars and other airport facilities. The city also intends to connect it further to Airport Park Boulevard, which is consistent with city's general plan goals to increase connectivity between the commercialized airport industrial park corridor and Ukiah Airport.
- Asked whether the road leading to the old corporation yard would be extended in the future. Mr. Davis clarified the existing airport road is currently closed with no plans to reopen it, though the city intends to continue some services on that property.
- Requested clarification on whether both of the city's anticipated future annexation proposals will include the corporation yard parcel. Mr. Davis confirmed the parcel would be included in future annexation proposals. Mr. Davis further clarified that this application was separated from the larger efforts because it's aligned with the city's policies of annexing city lands that are used within city purposes, especially when they're outside of the city limits. This supports risk management, grant eligibility, and consistent service delivery.

Commissioner Horsley:

- Asked how many additional square feet this will add to the corporation yard compared to its current size. Mr. Davis responded it will primarily add garage space which is one of the most needed facets of the corporation yard. It will be a general increase in the city's ability to provide interior service and garage repair activities.
- Inquired about whether the city will add offices to the existing development. Mr. Davis responded no; one of the benefits of selecting an existing facility is that tenant improvements are minimal as administrative space is already in place.

- Asked if CALFIRE would have interest in the existing corporation yard site. Mr. Davis responded that the airport manager is guiding the process for the airport layout plan to identify the best uses for those parcels, with airport-specific uses making the most sense given the property's location.

There were no public comments.

| | | |
|--|-------------------------------|------------------------------------|
| Motion: 1) Find the City of Ukiah Corporation Yard Annexation is exempt from the California Environmental Quality Act under Class 19 exemption pursuant to Title 14 of the California Code of Regulations Section 15319(a), and approve the Notice of Exemption for filing; and 2) Adopt LAFCo Resolution 2025-26-08, conditionally approving the City of Ukiah Corporation Annexation (File No. A-2025-06) for APN 167-280-15. | | |
| Motion Maker: Gonzalez | Motion Second: Horsley | Outcome: Passed unanimously |
| Roll Call Vote: (7) Ward, Cline, Gonzalez, Horsley, Mahoney, Rodin, Mulheren | | |

7a) Mendocino Coast Recreation and Park District (Video Time 01:05:05)

The Commission considered the Executive Committee's recommendation regarding the Mendocino Coast Recreation and Park District's (MCRPD/district) request to expand the scope of analysis for its Municipal Service Review.

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

Commissioner Horsley:

- Requested clarification upon the district's request to incorporate a breakdown of available property tax allocation summaries. EO Hinman responded that the request was to view geographically represented tax allocation data to see the collection of revenue across the district's territory; the intent being to support planning for equitable service provision within the district boundaries. EO Hinman further clarified that MSRs are based on available data and the standard basis for financial analysis is audited financial statements. Staff have coordinated with the Auditor-Controller's Office, who indicated that level of analysis would require an extensive amount of staff time and the office would typically perform that level of analysis only in response to a LAFCo application proposing a change of organization.
- Upon inquiry, Mr. Shpak clarified that the CV Starr Aquatic Center is a multi-function recreation center located within the City of Fort Bragg.

Commissioner Cline:

- Asked whether there is a cost associated with the proposed compromise of including property tax allocation revenue summaries broken down by school district. EO Hinman responded that this would need to be discussed with the County Auditor-Controller's Office, and the suggestion was drawn from a Mendocino County Grand Jury Report that included a similar breakdown.
- Expressed caution against forming a decision without first knowing the financial implications of that compromise.
- Inquired about why this level of analysis should go through LAFCo rather than the district pursuing it independently and expressed concern about staff time. EO Hinman explained that LAFCo and MCRPD have a memorandum of understanding (MOU) for MSR preparation in which the district is funding preparation of the MSR and LAFCo is funding the SOI Update portion. Mr. Shpak also noted that he believes the MSR is the most appropriate framework for understanding how the data relates to other operational assessments under the general MSR scope and that deferring the analysis to a standalone consultant would result in higher net cost to the community.
- Asked whether the CV Starr Aquatic Center mentioned by public commenters was the fixed asset referenced in Mr. Shpak's comments. Mr. Shpak responded that he was referring to potential future fixed assets in service areas where deploying personnel for programming may not be the most effective approach.

Commissioner Gonzalez:

- Noted that the Commission received a letter from Mr. Miller regarding transparencies, which should be considered during development of the MSR/SOI analysis.

Commissioner Mahoney:

- Asked whether identifying where tax revenue originates is intended to direct more services to areas that pay more. Mr. Shpak responded that MCRPD spans 77 miles, and understanding the geographic distribution of revenues will help address the challenges of service delivery across a large, expansive territory; the District wants to understand where the district should allocate their resources.

Commissioner Rodin:

- Noted that the source of revenue is less relevant than understanding constituent needs and recommended directing funds towards a district-wide survey to help determine what services residents want and how funding should be allocated.

The following discussion points and questions were raised during the public comment period:

Dave Shpak, Board Chair for Mendocino Coast Recreation and Park District:

- Expressed support for the request to expand the scope of analysis for the MSR. Mr. Shpak shared that the district has a complex operational history and that a better understanding of how funding moves through the territory will help the district understand how to equitably serve the territory. Mr. Shpak further noted that the district is flying blind and an expanded analysis will be helpful to the district and its partners in implementing recommendations from the MSR/SOI update.

Dennis Miller, Fort Bragg Resident

- Commented that he and his wife moved to Fort Bragg because of the CV Starr Aquatic Center.
- Asked LAFCo to keep Measure A in mind, which includes a half a cent sales tax, and the special condition of 45 percent of tax allocation to support CV Starr Center.
- Requested MCRPD holds its meetings in Fort Bragg and publishes meeting schedules in accordance with its bylaws.
- Asked that a public workshop for the draft MSR/SOI Update be held in Fort Bragg.

Jacob Patterson, Fort Bragg Resident

- Noted community confusion about the MSR's scope and how it relates to MCRPD's funding versus the district's tax sharing agreement with the City of Fort Bragg for the CV Starr Aquatic Center.
- Commented that the tax sharing agreement is distinct from property tax allocation.
- Expressed that some people in the community believe MCRPD wants to alter the agreement to retain more funding, detrimentally impacting the CV Starr Aquatic Center, and emphasized this distinction is important context for the current discussions.
- Asked what the benefit is in having the property tax allocation data as that is not typically part of an MSR.

The Commission directed staff to incorporate available property tax allocation summaries, including a breakdown by school district, where feasible. Staff will schedule a Public Workshop on the Draft MSR and SOI Update.

Motion: 1) Direct staff to incorporate available property tax allocation summaries, as provided by the County Auditor-Controller's Office, including a breakdown by school district where feasible; and 2) Direct staff to complete and schedule the Draft Municipal Service Review and Sphere of Influence Report for a Public Workshop.

Motion Maker: Gonzalez

Motion Second: Horsley

Outcome: Passed

Roll Call Vote: (Yes - 6) Ward, Cline, Gonzalez, Horsley, Rodin, Mulheren; (No - 1) Mahoney

8. INFORMATION AND REPORT ITEMS

8a) Work Plan, Current and Future Proposals (Video Time 1:29:38)

EO Hinman reported still waiting to receive the tax share agreements for the Russian River Flood Control and Water Conservation Improvement District's proposed annexation of the Redwood Valey County Water District. Further, the tax share agreement is still pending for Elk Community Services District's activation of latent powers application. Additionally, Staff participated in a community workshop for the City of Ukiah's Reorganization to provide information about LAFCo process. Staff are waiting to receive information from Laytonville County Water District before moving forward on the Draft MSR and SOI Update. In addition, staff will work with MCRPD to update the Administrative Draft for the MSR and SOI Update and prepare it for Public Workshop in June or July. The Administrative Draft for the City of Willits MSR and SOI Update is pending information from city staff. The City of Point Arena will be scheduled for a public hearing with the Commission for adoption of the MSR and SOI Update in June. Lastly, staff continue to work with Mendocino County Fire Safe Council Coordinator Emily Tecchio to analyze information provided by the fire and emergency medical services (EMS) providers for the regional white paper. Staff have started to work on draft MSRs for the fire and EMS providers.

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

Commissioner Ward:

- Upon inquiry, EO Hinman clarified that a project is considered a reorganization when there is more than one change of organization being proposed.

8b) Correspondence (Video Time 01:32:17)

None

8c) CALAFCO Business and Legislation Report (Video Time 01:32:25)

None

8d) Executive Officer's Report (Video Time 01:32:32)

None

8e) Committee Reports (Executive Committee, Policies & Procedures) (Video Time 01:32:38)

None

8f) Commissioners Reports, Comments or Questions (Video Time 01:32:52)

None

There were no public comments.

ADJOURNMENT (Video Time 01:33:08)

There being no further business, the meeting adjourned at 11:01 a.m.

The next regular meeting of the Commission is scheduled for Monday, **June 1, 2026**, 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 [May 4, 2026](#) YouTube meeting recording. Links to recordings and approved minutes are also available on the [LAFCo website](#).