



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

Barbara Burkey
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

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 September 14, 2026

FINAL MEETING MINUTES

Regular Commission Meeting

Regular Meeting of Monday, July 6, 2026

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

1. **CALL TO ORDER and ROLL CALL** (Video Time 02:44)

Vice Chair Ward called the meeting to order at 9:30 a.m.

Regular Commissioners Present: Gerald Ward, Gerardo Gonzalez, Candace Horsley, Susan Mahoney

Regular Commissioners Absent: Maureen Mulheren, Mari Rodin, Madeline Cline,

Alternate Commissioners Present: John Haschak, Barbara Burkey

Alternate Commissioners Absent: Bruce Alfano, Adam Gaska

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

2. **PUBLIC EXPRESSION** (Video Time 03:42)

Commissioner Burkey thanked all parties involved in the development of the City of Point Arena Municipal Service Review (MSR) and Sphere of Influence (SOI) Update.

3. **OTHER BUSINESS**

3a) AB 2449 Notifications and Considerations (Video Time 04:41)

Upon inquiry, Executive Officer (EO) Hinman explained that Assembly Bill (AB) 2449 constitutes the request for a Commissioner to participate in a public meeting via teleconferencing under emergency circumstances or under just cause.

4. **CONSENT CALENDAR** (Video Time 05:21)

4a) June 1, 2026 Regular Meeting Summary

The following discussion points and questions were asked by the Commission:

Chair Ward:

- Requested the total litigation legal costs. EO Hinman reported approximately \$10,600 in legal counsel expenses and approximately \$1,600 in estimated staff time. An additional \$3,500 in plaintiff-related costs for responding to Public Records Act (PRA) requests was noted but not counted towards the litigation total.
- Upon inquiry, EO Hinman confirmed approximately \$10,000 will be transferred to the checking account to cover the legal costs, with the remaining legal cost balance covered by existing funds in the checking account.

Commissioner Horsley:

- Requested clarification on who prepared the items for the PRA requests. EO Hinman responded it was herself, Analyst Feiler, and Counsel Burch.

4b) June Claims & Financial Report

June 2026 Claims totaling:	\$ 24,944.93
Hinman & Associates Consulting	\$21,508.14
Marsha Burch Law Office	\$2,025.00
Streamline	\$115.00
City of Ukiah (UVCC) (Office Space, Postage & Copies)	\$658.31
Commissioner Stipends	\$90.60
Mendocino County IS (Televised Meetings)	\$197.85
Newspapers (Publications and Legal Notices)	\$350.03

4c) Corrective Resolution No. 2026-27-01 for City of Ukiah Corporation Yard Annexation (LAFCo File No. A-2025-06)

The following discussion points and questions were asked by Chair Ward:

- Requested a summary of Item 4c for the public. EO Hinman reported that the resolution is an administrative correction of the final map and exhibit that were attached to the approving resolution adopted by the Commission for the City of Ukiah Corporation Yard application. Changes to the exhibits were limited to the certificate stamp on the map (Exhibit A) and the addition of a disclaimer on the legal description (Exhibit B). The corrective resolution ensures that the administrative record is clear; a corrective Certificate of Completion will also be recorded. EO Hinman confirmed that this will not delay the project, and there will be no change to the date of Commission approval or Certificate of Completion for the project.

4d) Legislative Support Letter – Senate Bill 1439 Local Government Omnibus Bill

The following discussion points and questions were asked by the Commission:

Commissioner Horsley:

- Upon inquiry, EO Hinman confirmed that the bill was to extend the mandated timeline for Orange LAFCo to complete an MSR for the Imperial Valley Healthcare District, which was created by special legislation, noting that a delay in establishing the district necessitated a delay the MSR.

Chair Ward:

- Requested clarification on why staff time is being spent on a legislative support letter for another agency when it doesn't directly apply to Mendocino LAFCo. EO Hinman explained that the support is intended to foster solidarity between the state's LAFCOs, and that this reciprocal support is helpful in moving requests through the legislative process.

There were no public comments.

Motion: Approve the Consent Calendar (Items 4a – 4d).		
Motion Maker: Gonzalez	Motion Second: Horsley	Outcome: Passed unanimously
Roll Call Vote: Item 4a: (5 - yes) Ward, Gonzalez, Horsley, Mahoney, Burkey, (1 - abstain) Haschak Items 4b-4d: (6 - yes) Ward, Gonzalez, Horsley, Mahoney, Rodin, Burkey, Haschak		

5. PUBLIC HEARING ITEMS (Video Time 10:47)

5a) Mendocino Coast Recreation and Park District Municipal Service Review and Sphere of Influence Update

The Commission held a public hearing to consider adoption of the Mendocino Coast Recreation and Park District (MCRPD/District) Municipal Service Review (MSR) and Sphere of Influence (SOI) Update Study as required by

LAFCo law. The final report includes written determinations on the level and scope of services provided by the City. EO Hinman presented the item. Kylie Felicich, MCRPD General Manager, and Dave Shpak, MCRPD Board Chair, attended the meeting.

The following discussion points and questions were asked by the Commission:

Commissioner Mahoney:

- Inquired about duplication of services within the City of Fort Bragg (City), noting that she has not seen a formal arrangement between the two agencies to avoid duplicated services since the Workshop hearing held in May.
- Shared concern regarding Measure A and the property tax sharing agreement between the City and the District, inquiring as to whether the agreement can be amended.
- Recommended that a focused review or MSR be conducted in two years, exploring duplication of services between MCRPD and the City and how the agencies are coordinating. Further adding that the 45 percent allocation of property tax proceeds be a focal point of the study; if property tax revenue decreased, it's not clear how the current SOI would be sustainable for MCRPD and whether it would impact the provision of service delivery across the geographically expansive service area.

Commissioner Gonzalez:

- Supported directing staff to develop a report focused on MCRPD and the City at a future date.

Commissioner Horsley:

- Recommended that staff conduct a report focused on exploring duplication of services between MCRPD and the City in two years.
- Inquired upon the approximate property tax revenue generated within the City compared to the rest of the District and how it factors into the 45 percent property tax allocation.

Chair Ward:

- Upon inquiry, EO Hinman responded that there are several options before the Commission in considering an appropriate SOI for an agency. In adopting a coterminous SOI, the Commission is communicating that the District's service provision within its boundary is adequate, although there may be room for improvement. Adopting a reduced SOI would communicate that the District is not able to provide services throughout its entire service area and should reduce the size of its boundary in the future. Adoption of a zero SOI indicates that the District should no longer exist and, in the future, should be dissolved.
- Requested clarification on when the City of Fort Bragg's MSR and SOI Update is scheduled. EO Hinman responded that it's tentatively scheduled for fiscal year (FY) 2027-28.

The public comment period opened at 9:50 a.m. and closed at 10:04 a.m. The following comments were made during the public comment period:

Dave Shpak, MCRPD Board Chair:

- Noted agreement with Commissioner Mahoney's discussion points, adding that several questions remain unanswered and that the calculations for property tax allocations by the County Auditor are still unknown.
- Commented that MCRPD is not subject to the jurisdiction of City of Fort Bragg ordinance, including Measure A, because District voters did not participate in Measure A. Mr. Shpak further maintained that an association between Measure A and the tax sharing agreement is misleading, noting that the 2012 tax sharing agreement is the sole basis for the allocation of property tax revenues, and requested the following edits:
 - Section 2.4.1, paragraph 3: remove the text "2012 Fort Bragg Measure A and the associated".
 - Section 3.3.1.4, MSR Determination #25: remove the text "Measure A and an associated".

- Upon inquiry, Counsel Burch confirmed that the tax sharing agreement is associated with Measure A and that removing the requested language would not necessarily be inaccurate, but it would be incomplete. Counsel Burch further explained that the District is not subject to the city code, but the tax sharing agreement has two parties, with one of those parties being the city. The 2012 tax sharing agreement reflects the will of the voters and the city, adding that it could not be amended, absent another vote of the people within the City of Fort Bragg. While the District might not technically be bound by the city code, the tax sharing agreement is governed by Measure A and subsequent City laws. Counsel Burch further noted that the Commission can recommend whether the MSR language should be removed.
- Mr. Shpak commented that MCRPD is not seeking to exit the tax sharing agreement with the City of Fort Bragg.

Kylie Felicich, MCRPD General Manager:

- Commented that the type of programming provided by MCRPD is important to the community and that exciting developments are underway at MCRPD. Ms. Felicich further commented that the District has a net positive financial standing for FY 2025-26.

Motion: The Executive Officer will prepare and present a report to the Commission in approximately two (2) years focused on the duplication of parks and recreation services within the City of Fort Bragg.		
Motion Maker: Mahoney	Motion Second: Gonzalez	Outcome: Passed unanimously
Roll Call Vote: (6) Ward, Gonzalez, Horsley, Mahoney, Haschak, Burkey		

Motion: 1) Find the Mendocino Coast Recreation and Park 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 Mendocino Coast Recreation and Park 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 2026-27-02, approving the Mendocino Coast Recreation and Park District Municipal Service Review and Sphere of Influence Update Study, affirming the 2008 Sphere that is coterminous with the District boundary.		
Motion Maker: Gonzalez	Motion Second: Mahoney	Outcome: Passed unanimously
Roll Call Vote: (6) Ward, Gonzalez, Horsley, Mahoney, Haschak, Burkey		

6. WORKSHOP ITEMS (Video Time 46:23)

None

7. MATTERS FOR DISCUSSION AND POSSIBLE ACTION (Video Time 46:30)

None

8. INFORMATION AND REPORT ITEMS

8a) Work Plan, Current and Future Proposals (Video Time 46:31)

EO Hinman reported the Russian River Flood Control and Water Conservation Improvement District's (RRFC) proposed annexation of the Redwood Valley County Water District's (RVCWD) Complete Service Area application is progressing. Both the County Board of Supervisors and RRFC Board of Directors will be considering adopting a zero tax sharing agreement. Staff anticipate holding the public hearing for Commission consideration in September.

For both the City of Willits and Laytonville County Water District (LCWD) MSRs, staff are waiting for outstanding information before the documents can be completed. EO Hinman has been coordinating with Mendocino Coast Health Care District (MCHCD) representatives to initiate the MSR process. Staff continue to work on developing the fire and emergency medical services (EMS) regional summary and individual agency studies.

The following questions and discussion points were asked by the Commission:

Chair Ward:

- Upon inquiry, EO Hinman responded that, as is the case with the RRFC application, applicant coordination with the County CEO's office and County Board of Supervisors is helpful in facilitating the property tax agreement process.
- Upon further inquiry, EO Hinman responded that the MSR for the Piercy Fire Protection District (PFPD) is in progress. Administrative drafts for both the City of Willits and LCWD are being reviewed by their respective agencies, but it's unknown when staff will receive their responses.

8b) Correspondence (Video Time 49:47)

None

8c) CALAFCO Business and Legislation Report (Video Time 49:48)

EO Hinman reported that nominations are open for the 2026 California Association of Local Agency Formation Commissions (CALAFCO) achievement awards. The deadline is in August.

As part of its efforts to better engage and support its members, CALAFCO and its members are revising the LAFCo regions. There are currently five regions based on geographic proximity. The proposed changes increase the number of regions to improve balance of representation, uneven staff and Commissioner engagement, and correct geographic misalignment. In the current proposal, Mendocino LAFCo remains in the Northern Region, which also includes Lake, Colusa, Butte, and Plumas counties. Most of the changes would take place in the Bay Area, Central California, and Southern California regions. The proposed changes will be considered at a future CALAFCO Board meeting.

The CALAFCO Annual Conference will be held towards the end of October in Sacramento. EO Hinman reported that the budget allows for up to five (5) commissioners to attend.

The following questions and discussion points were asked by the Commission:

Commissioner Horsley:

- Expressed appreciation for CALAFCO staff support with accessing the online fiscal training.

Chair Ward:

- Expressed interest in nominating EO Hinman for the 2026 CALAFCO achievement awards.

8d) Executive Officer's Report (Video Time 53:26)

EO Hinman reported that she is working on the second Annual Report to the Commission. The report will incorporate a list of tickler items to follow up on as an attachment.

In addition, EO Hinman is developing a Commissioner Handbook to be used as an introduction to LAFCo for new Commissioners and as a general resource for the Commission. EO Hinman requested direction on whether the draft Commissioner Handbook should be brought forward to the Policies and Procedures Committee first before going to the Commission.

Staff anticipate that the agenda for an August meeting will be light, with the possibility of canceling the August meeting. Reminder that the September meeting will be held on the 14th due to Labor Day.

8e) Committee Reports (Executive Committee, Policies & Procedures) (Video Time 55:06)

None

8f) Commissioners Reports, Comments or Questions (Video Time 55:10)

Commissioner Haschak commented that a Commissioner Handbook is a great idea and would be an informational, introductory resource for new Commissioners. Further, Commissioner Horsley recommended adding a breakdown of special district fees to the Commissioner Handbook.

There were no public comments.

9. CLOSED SESSION

9a) Conference with Legal Counsel – Anticipated Litigation (Video Time 56:59)

Pursuant to Government Code Section 54956.9(d)(2) – significant exposure to litigation (1 case)

The meeting went into closed session at 10:26 a.m. and resumed open session at 10:40 a.m. No action was taken.

ADJOURNMENT (Video Time 01:11:11)

There being no further business, the meeting adjourned at 10:40 a.m.

The next regular meeting of the Commission is scheduled for Monday, **August 3, 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 [July 6, 2026](#) YouTube meeting recording. Links to recordings and approved minutes are also available on the [LAFCo website](#).