

Colusa Local Agency Formation Commission (LAFCo)

**Approved Meeting Minutes**  
Thursday, April 2, 2026 at 3:00 PM

Board of Supervisors Chambers  
546 Jay Street, Colusa, California

**1. Call to Order and Roll Call**

The meeting was called to order at 3:00 pm. Commissioners present were Dunlap (Chair), Bell (Vice-Chair), Ponciano, Ash, Wilson, and Alternates Corona and Loudon. Commissioners absent were Alternate Codorniz. Staff present were Larkyn Feiler, Executive Officer (EO), Kim Brauer, Clerk, and Scott Browne, Legal Counsel.

**2. Public Comment** None

**ACTION ITEMS:**

**3. Approval of Minutes**

Upon motion by Vice-Chair Bell and second by Commissioner Ponciano, the minutes of the February 5, 2026 LAFCo meeting were approved.

**4. Approval of Claims**

Upon motion by Vice-Chair Bell and second by Commissioner Ash, the payment of claims for February and March 2026 were unanimously approved.

**PUBLIC HEARING:**

**5. FY 2026-27 Proposed LAFCo Budget and Work Program**

Chair Dunlap opened the Public Hearing for the Proposed LAFCo Budget for FY 2026-27 at 3:03 pm. EO Feiler presented the proposed budget changes from the prior fiscal year and recommendation of the Budget Ad Hoc Committee. EO Feiler noted that the proposed total apportionment cost to the County/Cities would be a decrease of \$47.76 from the prior year.

Vice-Chair Bell noted that the document accessibility tool is for the website and the cost is less than expected, and EO Feiler confirmed. Vice-Chair Bell asked whether the upcoming special districts (public utility and water) on the work plan collect an assessment to cover costs, and EO Feiler responded that assessments are often the primary revenue source for such districts.

Alternate Commissioner Corona asked why the EO costs are not consistent each month, and EO Feiler responded that the cost reflects the actual work completed, instead of the prior flat fee approach, and generally costs are higher on months when the Commission meets.

Alternate Commissioner Corona asked what triggers the MSR schedule, and EO Feiler noted that generally it is the length of time since the prior MSR, but sometimes if a boundary change is proposed or issues are occurring then an agency study can take place sooner if needed.

The Public Comment Period was opened at 3:15 pm. No public comments were received. The Public Comment Period and Public Hearing were closed at 3:15 pm.

Upon motion by Commissioner Ponciano and second by Commissioner Wilson, adoption of Resolution No. 2026-01 approving the Proposed Budget for FY 2026-27 was unanimously approved.

**ACTION ITEMS:**

**6. Streamline Document Accessibility Service Agreement**

EO Feiler presented the item to consider a Document Accessibility (DocAccess) Service Agreement with Streamline/CivicPlus starting on March 29, 2026 for \$250 per month. EO Feiler noted that the current website document accessibility status is 50% making LAFCo vulnerable to ADA non-compliance lawsuits targeting municipalities, and the DocAccess tool is currently the most cost-efficient way to reach compliance without doing document remediation.

Vice-Chair Bell noted that vulnerability to lawsuits appears to be a big concern, and EO Feiler confirmed and noted that Streamlined reports that the average web accessibility claim in 2024 was \$39,000. EO Feiler also noted that under the Federal requirements, Colusa LAFCo would not need to reach compliance until April 2027 due to the small population size; however, State law requires compliance now.

Upon motion by Commissioner Ash and second by Vice-Chair Bell, authorization for the Chair to execute the Document Accessibility Service Agreement with Streamline/CivicPlus starting March 29, 2026 for \$250 per month was unanimously approved.

**7. Arbuckle-College City FPD Request for LAFCo Intervention - Cortina CSD Reduced Tax**

Chair Dunlap presented the item to discuss and provide staff direction on the Arbuckle-College City FPD letter requesting LAFCo intervention regarding a Cortina CSD reduced special tax for Fire Protection Services and EMS.

EO Feiler noted that about 20-years ago Cortina CSD was formed to provide services to four subdivisions and a Mello-Roos special tax assessment through a Community Facilities District (CFD) was established at that time to fund police and fire services to the area. Further, EO Feiler explained that in the last couple of years the CSD reduced the Mello-Roos assessment which raised concerns from the Fire District regarding adequate funding to continue service provision. EO Feiler also noted that it appears that LAFCo does not have jurisdiction over this type of taxation and efforts were underway between the County and Fire District to resolve the revenue concern with the CSD. EO Feiler explained that the item was for discussion purposes and more research would be needed before LAFCo staff could make a recommendation for Commission consideration in response to the letter received from the Fire District.

Alternate Commissioner Corona confirmed that Mello-Roos/CFD is not under LAFCo purview, and the Board of Supervisors has the authority to change the assessment for police and fire.

Brittany Wheeler from the County Auditor-Controller's office noted the process for facilitating the placement of direct charges on the tax roll and provided a history on the CFD direct charge, which was originally controlled by the County Board, and transferred to the CSD Board for management in 2015; the recent 50% reduction in the CFD assessment collection was directed by the CSD Board.

Vice-Chair Bell asked Legal Counsel whether it is a Brown Act violation to discuss this matter with a quorum of the Board of Supervisors present since it could be considered by the Board in the future, and Counsel Browne responded that there is a specific statutory exemption for this situation because the County Supervisors are currently seated as LAFCo Commissioners.

Discussion ensued regarding the original creation of the Mello-Roos/CFD in 2006, the roads, stormwater, and lighting services for Cortina CSD being handled separately from the police and fire services, that this is unlikely to occur again in the future since developers are held accountable for improving infrastructure at the time of development and it has come to light that only the agency that created the Mello-Roos (not the agency managing it) can change it, and there are different approaches for addressing the under collection of taxes since 2023.

Chair Dunlap confirmed that since Mello-Roos/CFD assessments are not under LAFCo purview or jurisdiction, no action is needed.

**8. Special District Virtual Town Hall Meeting Planning**

EO Feiler presented the item to discuss plans for a Special District Virtual Town Hall meeting, which could be a good opportunity for education, outreach, and providing resources to support districts. EO Feiler noted that there is funding available in the special projects budget line item to support renting a space and providing refreshments. Vice-Chair Bell noted that with 49 districts under LAFCo, 15-20 people would be the likely turnout, so a small facility seems appropriate. Chair Dunlap noted that summer may be a good time, Vice-Chair Bell suggested July, Commissioner Ash suggested Scouts Cabin, and Commissioner Wilson also suggested Maxwell Inn. The Commission agreed on Wednesday, July 22, 2026 from 3 - 5 pm.

**OTHER ITEMS:**

**9. Correspondence**

EO Feiler noted the following two items received, and recommended the LAFCO 201 training.

a) CALAFCO Quarterly Update (March 6, 2026)

b) LAFCO 201 Training (Wednesday, April 22, 2026 10:00-11:30 a.m.)

**10. Executive Officer's Report**

EO Feiler reminded the Commission to file a Form 700 (Statement of Economic Interest) by April 1, 2026, and clarified that a new law (SB 852) requires everyone to e-file with the FPPC. EO Feiler noted the need to update the conflict of interest code to name the FPPC as the filing officer to simplify the process for next year.

EO Feiler provided a CALAFCO update that the Bylaws amendment was approved at the February 23, 2026 membership meeting, including (1) eligibility for Executive Officers to serve on the CALAFCO Board, and (2) the elimination of existing Board "seat types".

Finally, EO Feiler reported that the SB 827 financial on-demand webinar by CSDA will be available soon (free to members), the CALAFCO Staff Workshop is coming up on May 5 - 8 in Pismo Beach, and on March 11, 2026, the LA LAFCO Commission voted unanimously to rejoin CALAFCO effective July 1, 2026.

**11. Counsel's Report** None

**12. Commissioner Reports – Discussion** None

**13. Adjourn to the next regular LAFCo meeting on June 4, 2026 at 3:00 pm**

The meeting was adjourned at 4:00 pm.