



Mendocino LAFCo

Encouraging Well-Planned Community Growth

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December 18, 2025

[sent via email only to jdavis@Cityofukiah.com]

Jesse Davis, AICP, Chief Planning Manager
Department of Community Development
City of Ukiah
300 Seminar Avenue, Ukiah, CA 95482

RE: Application Deemed Incomplete Pursuant to GOV §56658(c)
City of Ukiah – Corporation Yard Annexation (File No. A-2025-06)

Dear Mr. Davis,

We have reviewed the annexation application for the City of Ukiah – Corporation Yard Annexation (File No. A-2025-06) project below.

City of Ukiah Resolution of Application No. 2025-54 for annexation of one City-owned property (7.9-acres) located within the Ukiah Valley for use as a municipal corporation yard. Project details are available at: <https://www.mendolafco.org/current-application-proposals>.

The application submittal materials were received on November 18 and 21, 2025. We have identified the following project incomplete items that need to be addressed prior to issuance of a Certificate of Filing pursuant to GOV §56658(f) and scheduling the matter for Commission consideration.

1. Adoption of property tax exchange agreement(s) per Revenue and Taxation Code (RTC) Section 99(b).

Please note that we sent a Notice of Filing pursuant to RTC §99(b) on December 1, 2025 to the County Assessor and Auditor, with a copy to the CEO, to commence the process. A property tax exchange agreement is required even in cases of zero tax exchange (no base or tax increment).

2. Specify the source tax roll year for the data in the Property Matrix – List of Parcels.
3. Provide one copy (1) of the Fish and Wildlife filing fee receipt.
4. Provide one copy (1) of the final Plan for Services (the submittal has a draft watermark).

Once the requested additional information is received, we will proceed with reviewing your application for consistency with applicable laws, regulations, and policies.

Please feel free to contact me if you need additional information or have any questions.

Sincerely,

Uma Hinman
Executive Officer