

**McKinleyville Municipal Advisory Committee**  
**ZOOM PLATFORM - ONLINE MEETING**  
January 27, 2021 6:00 pm

**MINUTES**

**1. Attendance**

Members Present: Maya Conrad, Bonnie Oliver, Twila Sanchez, Pat Kaspari, Greg Orsini,  
Kevin Jenkins, Barbara Georgianna, Kevin Dreyer

Members Absent: none

Guests: Steve Madrone, 5<sup>th</sup> District Supervisor, Sean Campbell, Arcata Fire  
District, Lt. Kevin Miller, Humboldt County Sheriff's Office.

**2. Review and approval of Minutes**

The minutes of the December 30, 2020 meeting were reviewed. A motion was made by  
Greg Orsini and seconded by Pat Kaspari to approve the minutes as submitted.

**VOTE:**

YES: Maya Conrad, Barbara Georgianna, Twila Sanchez, Pat Kaspari, Greg  
Orsini and Bonnie Oliver.

NO: none

ABSTENTION: Kevin Jenkins

Note: Kevin Dreyer was not yet in attendance for this vote.

The minutes of the January 13, 2021 special meeting were reviewed. A motion was made  
by Pat Kaspari and seconded by Greg Orsini to approve the minutes as submitted.

**VOTE:**

YES: Maya Conrad, Barbara Georgianna, Twila Sanchez, Pat Kaspari, Greg  
Orsini and Bonnie Oliver.

NO: none

ABSTENTION: Kevin Jenkins

Note: Kevin Dreyer was not yet in attendance for this vote.

**3. Community Safety Updates**

Lt. Kevin Miller, Humboldt County Sheriff's Office:

Lieutenant Miller reviewed their 2020 statistics for the McKinleyville area. Of the 12148  
calls for service in 2020, approximately 900 resulted in reports filed (approx. 400 felonies  
and 500 misdemeanors) which resulted in 203 arrests. Thus, of the total 15980 calls for  
service within the county areas they served in 2020, McKinleyville accounted for 76%.

Their calls for service in December 2020 at 974 were slightly lower than in December 2019,  
at 1096. Lt. Miller also reported that there is a supervisor and 3 deputies stationed in  
McKinleyville at all times. The Sheriff's Office is pursuing grant funding to support more  
patrols on area beaches and waterways which could include the Hammond Trail.

Bonnie Oliver inquired about who is responsible for enforcing pedestrian safety laws in  
McKinleyville. Lt. Miller said they refer traffic enforcement issues to California Highway  
Patrol (CHP) but pedestrian safety is a team effort of the Sheriff's Office, CHP and the

community. He suggested contacting Mike Campbell or Paul Kraft at CHP for more information.

Arcata Fire District Battalion Chief Sean Campbell:

Chief Campbell reported that there were two fires with fatalities within their jurisdiction in January 2021, and one garage fire in McKinleyville. They are hoping to hire staff for five vacant positions; three employees have left since November 2020. They are studying salary levels, benefit packages and other considerations for retaining employees. The tax structure funding of Arcata Fire District lends some instability that is not a draw. Lower salary levels compared to other agencies and our remoteness are also a recruitment challenges. AFD sold their ladder truck to Blue Lake Rancheria as it was rarely used they could no longer get parts to repair it. They have contracted with Humboldt Bay Fire to call in their ladder truck when required. All three Arcata Fire Stations will be opened when Measure F funding becomes available in January 2022. Chief Campbell shared a story of one of their firefighters who was injured while answering a service call and is now on leave while recovering.

**4. Event Announcements:** (Public Comment on items not on the Agenda moved to #5)

- Pat Kaspari announced that Humboldt County Public Health continues to offer Covid 19 testing at Azalea Hall on Fridays. Sign-ups are on the Humboldt County Department of Health website.
- Maya Conrad added that a COVID-19 Vaccine Interest Form can be found and filled out at [humboldt.gov/vaccineinfo](http://humboldt.gov/vaccineinfo).
- Kevin Jenkins announced that seniors over 75 are now receiving vaccines locally. Twila Sanchez added that Mad River Hospital is offering vaccine clinics for those over 75 as supply allows and United Indian Health Services has been doing a good job with vaccinating elders and those over 50 with health issues.

**5. Public Comment Period for Items not on Agenda:**

- A community member shared information on Sitka Spruce swamps that were native to the McKinleyville area prior to development. They noted that “Schroeder’s Swamp off Azalea Avenue is a remaining example in our area and recommended that restoration of Sitka Spruce swamps would be a good target for future town center wetland mitigation efforts.
- A community member asked for information on the proposed BMX Park in McKinleyville as a neighbor to the site has expressed concerns. Maya responded that MCSD Parks and Recreation will be on the agenda for our February meeting and they will address the new BMX Park as well as the proposed Pierson Park renovations.

**6. Discussion / Information / Action Items**

**A. Review of MMAC Roster, Rules Regulations and Rules of Order:**

Maya Conrad shared and reviewed the defining documents of the McKinleyville Municipal Advisory Committee (MMAC) including the County MMAC Webpage summary, the almost current Roster Document, the Board of Supervisors Resolution No. 12-27 on Establishing the McKinleyville Municipal Advisory Committee from May 1, 2012 and it’s attached Rules, Regulations and Procedures for Establishment and Operation

of the MMAC, the October 21, 2014 revised Rules, Regulations and Procedures for Establishment and Operation of MMAC (Rules), and the B.O.S. Resolution 16-99 from August 23, 2016 making the MCSD General Manager a voting member of the MMAC.

- Related to the “Staffing and Funding” section of the Rules, Supervisor Steve Madrone urged MMAC to resubmit a letter requesting funding and more staff time to the Board of Supervisors (BOS) soon, as they are working on their budget allocations in February. He recommended referring to this section of the Rules in our request
- Related to the “Promote and Encourage Public Comment” section of the Rules, a community member asked how we can increase public participation in the MMAC meetings and asked to clarify what tools we are now using to get the word out on meetings. They recommended using “Facebook Live” rather than Zoom for our meetings and posting signs and flyers at local businesses.
- Maya Conrad commented that some of the funding request for to the BOS could be for more advertising. She also stressed that we do rely on the community to help spread the word.
- Supervisor Madrone commented that Jack Durham regularly includes articles and announcements about MMAC in the Mad River Union and Scott Binder regularly posts about MMAC news and upcoming meetings on the McKinleyville Community Watch Facebook page. Madrone and MMAC thanked them for their efforts.
- Twila Sanchez commented that she forwards MMAC meeting agendas and news to the McKinleyville Chamber of Commerce and they include the information in their newsletters. She also recommended we ask for support from the County’s I.T. Department for help with improvements to our webpage, as part of our budget request.
- A community member asked (in the Zoom chat notes) whether we could form an Ad Hoc committee to develop a plan that results in a concerted community outreach effort.
- A community member asked (in the Zoom chat notes) whether the county had a Public Information Office and expressed their support for more outreach.
- Related to the “Conformance with the Brown Act” section, Maya Conrad commented that it would be helpful to have MMAC training on the Brown Act.
- Related to the “Conflict of Interest” section, Chair Maya Conrad asked Secretary Bonnie Oliver to chase down the “County’s Conflict of Interest Code” referenced in this section to share with MMAC members
- Related to the “Current Projects Listings” section, long serving members Kevin Jenkins and Greg Orsini confirmed that County Planning and Public Works have not been providing this to MMAC, although they do prepare these lists monthly.

A motion was made by Greg Orsini and seconded by Kevin Jenkins to authorize the MMAC Chair to revise and submit an updated letter to the Board of Supervisors and County Chief Accounting Officer Amy Nielson requesting financial, staff and I.T. support for the MMAC, within the next two weeks. (Original letter sent on August 4, 2020.)

**VOTE:**

YES: Maya Conrad, Greg Orsini, Barbara Georgianna, Kevin Jenkins, Twila Sanchez, Kevin Dreyer, Bonnie Oliver, Pat Kaspari.

NO: none

ABSTENTION: none

**B. Create Ad hoc MMAC Rules and Regulations Subcommittee:**

Chair Maya Conrad appointed an ad hoc subcommittee to review and update the MMAC Rules, Regulations and Procedures with the goal of approving the updated document at our June 2020 meeting. Bonnie Oliver will serve as the committee chair and Barbara Georgianna and Twila Sanchez will also serve. All MMAC members are encouraged to submit their thoughts and input on the Rules to the ad hoc committee.

**C. Discuss Election of Officers postponement until February or later:**

MMAC agreed to postpone election of officers until our regular February meeting.

**D. Town Center Brief Update and Upcoming Special Meeting:**

Maya Conrad reported that revisions to the proposed Town Center Ordinance language are ongoing and that no special meeting date has been set. A community member asked for clarification on whether the Town Center Subcommittee was an ad hoc committee and whether meeting notes are available. They noted that the county website (Planning's?) does not have up to date information on meetings or any notes since February 2020.

**7. Ad Hoc Trails and Multimodal Transportation committee report**

Maya Conrad reported that Tom Mattson of Public Works does have the paperwork to sign to get RCAA on board to help with the study of the CAL Trans Sustainability Grant on bike and pedestrian connectivity in McKinleyville.

**8. Ad Hoc Roadside Landscaping Committee Report**

Kevin Jenkins reported that the committee is looking into options for an “adopt a roadside” program for McKinleyville to help maintain our local road right of ways.

**9. Board general comments:**

- Pat Kaspari shared that MCSD is looking to form a “Community Forest Committee” and they would like to have a MMAC member on the committee.
- Maya Conrad shared that she will be representing the MMAC at the February 3, 2021 MCSD meeting as they discuss support of the MMAC. She encouraged other MMAC members to attend as well. Greg Orsini added that the agenda for the meeting can be found on the MCSD website.

**10. Next Meeting**

Our next regular MMAC meeting will be Wednesday, February 24, 2021 at 6:00 pm, Zoom format.

**11. The meeting was adjourned at 8:35 pm.**

Respectfully submitted,  
Bonnie Oliver