MINUTES

1. **Call to Order: Roll call Attendance, Acknowledgement of Indigenous Lands, Flag Salute, MMAC Meeting Rules.**

   Members Present: Lisa Dugan, Bonnie Oliver, Pat Kaspari, Greg Orsini, Twila Sanchez, Kevin Jenkins, Kevin Dreyer.
   Members Attending via Zoom (Just Cause): Maya Conrad
   Members Absent: None

2. **Review and Approve Minutes: February 28, 2024**

   The minutes of the February 28, 2024 Regular MMAC Meeting were reviewed. Greg Orsini moved to approve the minutes as submitted. Kevin Jenkins seconded the motion.

   **Roll Call Vote:**
   Yes: Maya Conrad, Kevin Jenkins Pat Kaspari, Greg Orsini, Twila Sanchez, Kevin Dreyer, Bonnie Oliver.
   No: None
   Abstention: Lisa Dugan
   MOTION APPROVED

3. **Community Safety Updates:**

   California Highway Patrol’s (CHP) Public Information Officer Paul Craft reported that there were 36 traffic citations issued in McKinleyville in the past month. He shared that CHP will have grant money coming in this summer which will focus on education on and enforcement of Distracted Driving and DUI laws. The grant will fund more officer time for these efforts. Officer Craft also reported that there will be a new officer coming on board within a few months although, like all rural areas in California, Humboldt County remains short staffed (15-16 fewer officers than when he started here 15 years ago). He encouraged community members to call in and report bad driving behavior, including a license plate number and vehicle description if possible because “more reports equals more officers”.

   Grant funding for School Education programs, including at McKinleyville High, will also soon be available.

   Lisa Dugan asked whether they (CHP) monitor traffic related comments on the McKinleyville Watch Facebook Page. Officer Craft said that yes they do look at it, but hesitate to post comments as an official agency. Greg Orsini expressed thanks for the Senior Patrols and for the traffic stops they are doing in McKinleyville as they do serve to make drivers take notice of their speed. Kevin Jenkins reported that the site security cameras at Ace Hardware are a good source of footage of drivers on Central Avenue in the area and he would be happy to make the information available to CHP.
4. Public Comment on items not on the Agenda:

Jesse Miles, Executive Director of the McKinleyville Chamber of Commerce shared the Members Choice Award winners from their Annual Dinner on March 22. Included in the award winners was McKinleyville Community Services District for Excellence in Community Service. MMAC offered their congratulations to all the award winners. Jesse also announced that their next Chamber Mixer will be on Thursday, April 25 at the McKinleyville Middle School.

5. Discussion / Information / Action Items

A. Update on Town Center Zoning Ordinance: John Ford, Director, Humboldt County Planning and Building Division

Director Ford reviewed minor changes to the ordinance since the September 27, 2023 draft that was approved to move forward to required studies by the MMAC in the September 27, 2023 meeting. Greg Orsini requested that the MMAC be sent this updated version of the document with the revisions and Director Ford indicated that he would do so soon, as well as have it available on Planning’s McKinleyville Town Center Masterplan webpage, as well as the Notice of Preparation of an Environmental Impact Report (EIR). Among the changes are revised cross sections for Hiller Road and Central Avenue. Director Ford also explained the steps that will be part of the final approval process for the ordinance which will include many opportunities for public comment. These include:

- The Draft EIR, which will include a 30-day noticing period for public comment. All comments will be answered or addressed, and the document will come back to the MMAC for review.
- The final EIR will be issued. This will go to the Planning Commission for review and approval. Public comment will be included as part of the Planning Commission’s review and meetings.
- The document will go to the Board of Supervisors for final approval. Public comment will be included in these meetings as well.

Ann Lindsey of Life Plan Humboldt asked about the text of the second paragraph of section 3.2 Building Form Standards, in the draft Town Center Zoning Ordinance. The sentence includes some language related to building height and street type that she understood was not to be included per a discussion and Motion by the MMAC at the September 13 Special Meeting, related to providing exemptions to these requirements in the case of development of a senior housing community. Director Ford agreed that it did not reflect the recommended goal of the paragraph as discussed by the MMAC. A straw poll was taken of the MMAC members and all concurred that the sentence in question should be removed or revised and directed Director Ford to do so.

Colin Fiske of the Coalition for Responsible Transportation Priorities (CRTP) asked some clarifying questions related to the revised street cross sections and planned bicycle infrastructure.

B. Discussion re Quick-Build Project on Hiller Road: Maya Conrad

Maya Conrad shared notes from a meeting of the MMAC Committee for Active Transportation (CAT) with Public Works Director Tom Mattson, and representatives of
Redwood Community Action Agency (RCAA) and of Humbolt County Association of Governments (HCAOG), Caltrans and CRTP on March 8, 2024.

Maya reported that the group is interested in pursuing a “Quick-Build” project for Hiller Road which would include painted and non-permanent elements like bollards and planters to transform it to a cross section similar to what is being proposed in the Town Center Ordinance. This would be a cheaper and more immediate way to transform Hiller, with the idea that more permanent infrastructure would be installed later. Tom Matsen will be invited to the April MMAC Regular Meeting to present more specific information on what cross-section and Quick-Build measures he would recommend, for public input. There are funding sources available for such projects including the “Safe Streets for All” grant that HCAOG has available. A first step might be to hire a program coordinator which could be funded by HCAOG. Public Works, who would be the lead agency in the project, can also apply for state and federal funding that is currently available. Maya and the CAT recommend that MMAC consider writing a letter of support for the project to the appropriate funding agencies.

Several MMAC members asked clarification questions. Greg Orsini and Kevin Jenkins stressed the importance of letting the community know what is being planned and getting their input and buy-in. Colin Fiske of CRTP clarified that Quick-Build is a vehicle to get public input on road changes before permanent infrastructure is installed.

C. Nomination and Appointment of MMAC Member to the McKinleyville Community Forest Advisory Committee:

Kevin Dreyer and Maya Conrad both expressed a willingness to represent the MMAC on the McKinleyville Community Forest Advisory Committee. Maya’s past work in forest and watershed restoration was discussed as experience that would be an asset on the committee.

Twila Sanchez moved to appoint Maya Conrad as the MMAC’s representative on the McKinleyville Community Forest Advisory Committee and Kevin Dreyer to serve as alternate MMAC representative. Greg Orsini seconded the motion.

Roll Call Vote:
Yes: Maya Conrad, Kevin Dreyer, Lisa Dugan, Kevin Jenkins, Pat Kaspari, Bonnie Oliver, Greg Orsini, Twila Sanchez.
No: None
Abstention: None
MOTION APPROVED

D. Subcommittee Reports:

1. Committee for Active Transportation (CAT): See also item 5.B above.

Lisa Dugan reported that she consulted with County Counsel on whether the committee should be a standing or ad hoc committee. Because CAT has appointed community members joining the MMAC members on the committee it needs to be a standing committee with public noticing of meetings and official minutes. Bonnie Oliver shared a draft application form for community members to serve on MMAC Subcommittees. MMAC recommended minor edits and instructed Bonnie to
coordinate with the Clerk of the Board’s office to include a link to the document on the MMAC Webpage.

2. **Incorporation Exploration (MIESC):**
   Kevin Jenkins reported that the subcommittee is working on the issue of the need to have County staff at the table working on incorporation study issues, which would require funding of county staff time (possibly from the Headwaters Fund?). Supervisor Madrone is looking into funding for having County staff present at MIESC meetings. Committee member Tom Boyer brought the issue of McKinleyville Incorporation up to Senator McGuire at a recent town hall meeting. The committee will pursue the possibility of having a member of Sen. McGuire’s staff attend their meetings. The committee has received differing opinions on whether a CEQA study will be required for incorporation. It may depend on the boundaries proposed for incorporation and whether the “limited city” model is pursued.

3. **2 x 2:** Lisa Dugan and Pat Kaspari had a good coordination meeting on March 25.

6. **Committee General Comments & Event Announcements:**
   Jesse Miles requested that MMAC let her know about items that are going to be part of our meetings so that she can include the information on the McK. Chamber of Commerce newsletters and on their website. Supervisor Steve Madrone congratulated MCSD for all their work and success in developing parks for McKinleyville.

7. **Next Meeting:** Our next meeting will be April 24, 2024, 6:00 p.m. at McKinleyville Middle School, 2285 Central Avenue, McKinleyville, in the portable trailer meeting room at the rear of campus and Zoom format.

8. **The meeting was adjourned at 8:22 pm.**

Respectfully submitted,

Bonnie Oliver