

# McKinleyville Incorporation Exploration Sub-committee Meeting

May 17, 2023 – 4:00 p.m.

## Members Present:

Lisa Dugan, Pat Kaspari, Mary Burke, Tom Sheets, and Tom Boyer

Members Absent: Kevin Jenkins

## Guests Present:

Joey Blaine (MCSD Board Secretary, taking notes)

Jesse Miles (McKinleyville Chamber of Commerce, Executive Director)

Colette Metz-Santsche (Executive Director, Humboldt LAFCO)

## A.1 Roll Call

**A.2 Approval of agenda: Motion:** Mary Burke **Second:** Tom Sheets

## B. Public Comment

Elaine Weinreb gave public comment regarding the potential of posting draft minutes prior to approval.

## C.1 Working Session to Develop Workplan, Deliverables, Schedule, Etc.

Mary Burke overviewed the goals of the working session, specifically the development of a list of frequently asked questions (F.A.Q.)

Pat Kaspari recalled the discussion of creating a cover letter for Cal Poly Report and suggested also working on that.

Tom Boyer proposed having a goal of September 1<sup>st</sup>, 2023 as a deadline for reporting out to MMAC committee recommendation.

Jesse Miles suggested date stamping F.A.Q. i.e., “Frequently asked questions as of DATE”

Tom Sheets mentioned that the Cal Poly Report has a significant amount of the information the committee set out to obtain within it.

Mary Burke proposed a goal of creating five F.A.Q.s

Jesse Miles shared questions that had been procured by the McKinleyville Chamber of Commerce.

The committee had a discussion around the development of the F.A.Q.s

Pat Kaspari suggested that the F.A.Q. is not just a reproduction of the Cal Poly Report and that the committee clarifies the F.A.Q.’s target audience.

Colette Metz-Santsche, Humboldt LAFco, suggested delineating to the public what the Cal Poly Report does and what it does not do. She noted that LAFco will require that incorporation be financially feasible, and a comprehensive fiscal analysis be provided that shows as such. She further clarified that a

preliminary feasibility study and an environmental impact report would need to be completed before submitting a LAFco application. Further, fundraising for such studies must be done by an existing or newly created non-profit.

The committee discussed potential partnerships for the completion of comprehensive fiscal and environmental studies.

The committee discussed a timeline for bringing recommendations to the September MMAC meeting.

### **C.3 Discussion of Next Steps**

The committee discussed the next steps in the research process.

### **D. Future Agenda Items**

Review of Cal Poly Draft Boundary Maps

### **E. Member Announcements**

#### **Adjournment**

The meeting adjourned at 6:09 p.m.

Next meeting June 21, 2023.