

McKinleyville Incorporation Exploration Sub-Committee (MIESC) Meeting Minutes

May 21, 2025– 4:00 p.m.

Committee Members Present: Lisa Dugan, Mary Burke, Kevin Jenkins, Pat Kaspari, Tom Sheets

Guests Present:

Adelene Jones

Jesse Miles, Executive Director, McKinleyville Chamber of Commerce

Call to order at 4:00 p.m.

A.1 Roll Call

A.2 Approval of agenda:

Motion: It was motioned to approve the agenda.

Motion: Jenkins **Second:** Burke

Ayes: Dugan, Burke, Jenkins, Kaspari, Sheets

Nays: None.

A.3 Approval of Minutes from the April 26, 2025 Meeting

Motion: To approve the minutes from the January 15, 2025 meeting.

Motion: Kaspari **Second:** Jenkins

Ayes: Dugan, Burke, Jenkins, Kaspari

Abstain: Sheets

B. Public Comment

Adelene Jones commended the work of the committee and offered her support.

C.1 MMAC (MIESC) Public Member Application Solicitation

Lisa Dugan reported that no applications had been received to date. The committee discussed strategies for additional community outreach.

C.2 Update on Procurement of Economic Data

Lisa Dugan stated there was nothing to report at the present time.

C.2.1 Review Memorandum of Understanding with American Planning Association

Lisa Dugan reported that the County continues their work on updating the contract to meet the County's requirements. American Planning Association staff are slated to visit the committee in September

C.3 Continued Discussion of Community Engagement and Review of Community Engagement Plan

The committee continued discussion on the plan for producing a video like North Lake Tahoe's shared at the last meeting and that he is continuing outreach to community influencers. Jesse Miles offered to assist with contacting local business owners.

C.4 Continued Discussion of Initial Feasibility Analysis

Lisa Dugan stated there is nothing to report at this time. The committee briefly discussed the East LA Incorporation Feasibility report and the similarities and differences to the process the exploration of the incorporation of McKinleyville.

C.5 Legislative Activity Updates

There were no further reports at this time.

D. Future Agenda Items

E. Member Announcements

F. Adjournment

Meeting adjourned at 5:20 p.m.

Next meeting is June 18, 2025.