

McKinleyville Municipal Advisory Committee

In person at MUSD Conference Room at 2275 Central Avenue, McKinleyville and
ZOOM PLATFORM - ONLINE MEETING
May 24, 2023 6:00 pm

MINUTES

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

Members Present: Lisa Dugan, Twila Sanchez, Pat Kaspari, Greg Orsini.
Members Attending via Zoom (Just Cause): Kevin Dreyer.
Members Absent: Kevin Jenkins, Maya Conrad, Bonnie Oliver.

2. Review and Approve Minutes: April 26, 2023

The minutes of the April 26, 2023 meeting of the MMAC were reviewed. Kevin Dreyer moved to approve the minutes as submitted. Greg Orsini seconded the motion.

Roll Call Vote:

Yes: Lisa Dugan, Kevin Dreyer, Greg Orsini, Pat Kaspari.

No: None

Abstention: Twila Sanchez

MOTION APPROVED

3. Community Safety Updates:

Lt. Josh McCall of the Humboldt County Sherriff's Office (HCSO) reported that there were no significant changes in the number of calls for service and reports taken for the past month. Reports of vandalism were up slightly. He expressed gratitude for the additional funding for the HCSO that was recently approved by the Board of Supervisors.

Sergeant Matt Harvey of the California Highway Patrol (CHP) reported that there were 5 collisions in the McKinleyville area that involved property damage and two collisions that resulted in injuries, one of which was DUI related. He also announced that the local CHP office has received an Enforcement Grant that will allow them to provide extra enforcement on Central Avenue and McKinleyville Avenue. Greg Orsini expressed thanks to CHP for using the grant funding for the benefit of McKinleyville.

4. Public Comment on items not on the Agenda:

Chair Lisa Dugan read a letter to the MMAC from Humboldt County Planning Division Supervising Planner Michael Richardson, letting us know that he will be retiring from his position at the end of June. Planner Jacob Dunn will be transitioning into the role of assisting Planning Director John Ford on the McKinleyville Town Center Ordinance. MMAC Members expressed their appreciation for Michael's many years of work with the community and MMAC on the Town Center Ordinance.

Chair Lisa Dugan summarized a letter from a community member discussing their views on green space within the Town Center area, including diagrams comparing the green space being discussed in the Draft Ordinance and green space in Rancho Cordova, CA. Copies of the letter were available at the MMAC meeting. Both letters were received after the deadline for attaching them to the May agenda for distribution.

Prompted by technical difficulties in the meeting, MMAC members discussed the possibility of adding a note to meeting agendas that there is no guarantee that Zoom will be working and in-person attendance at the meetings is the most reliable way to make sure you can participate and clearly hear other participants. Supervisor Steve Madrone said he can provide the statement that the Board of Supervisors has adopted to address this issue.

Supervisor Madrone also announced that MMAC's budget request of \$5000 for the 2023 / 24 fiscal year has been approved and included in the County's draft budget. He also mentioned the recently issued Grand Jury Report related to McKinleyville Incorporation and encouraged the MMAC to finish up their Town Center Ordinance process as other County communities are waiting for the Planning Division to take on similar projects.

McKinleyville Chamber of Commerce Executive Director Jesse Miles announced several events and dates related to the upcoming 2023 Pony Express Days celebration, the first weekend in June. She also announced the start of the summer program of Community Concerts in Pierson Park, starting with the first concert the evening of June 22.

MCSD Board of Directors member Dennis Mayo expressed concerns about the Grand Jury Report related to McKinleyville Incorporation.

5. Presentation – May is National Bike Month:

Stevie Luther, Associate Planner with Humboldt County Association of Governments (HCAOG) gave a power point presentation on the Bike Month Humboldt Coalition and the related activities during May. He encouraged interested parties to check out BikeMonthHumboldt.com for further information. During public comment time after the presentation, MMAC and community members discussed the issues related to motorized bikes on shared walking and bike trails, including high speeds and distinguishing what type of motorized bikes are allowed. Supervisor Madrone mentioned he has talked to Sheriff Honsal about enforcement of regulations on the Hammond Trail, but agreed that trail users need to exercise responsibility, courtesy, and respect for the safety of other trail users. MMAC thanked Stevie Luther for his presentation.

6. Discussion / Information / Action Items

A. Continued Discussion on the 12-7-22 McKinleyville Town Center Q-Zone Draft:

Humboldt County Building and Planning Director John Ford continued reviewing and gathering input on the draft Town Center Ordinance, beginning with Sect. 5.6 Lighting

through Sect. 6.6 Preservation of Important Trees. The following are several comments and observations from the MMAC and Community Members related to these sections.

- Section 5.6 Lighting: MMAC members discussed who would be responsible for maintaining light fixtures on the public bike and pedestrian ways. Director Ford mentioned a few possibilities including maintenance personnel hired by the funding of a conservation easement, by adjacent businesses or by MCSD. The possibility of adding the “Dark Sky” standards to the text of the ordinance was discussed as well as how the standards related to colored lighting, lighting for roof decks, balconies and building exteriors. A community member recommended adding the term “exterior lighting” as well as “site lighting” to the text of 5.6.2.
- Section 5.7 Other Design Standards: In response to questions, Director Ford explained that the standards for odors, dust and smoke and vibration would apply to the buildings after they are completed and not during the construction process. The subjectivity of “objectionable odors” was also discussed. A community member asked whether encouraging green building practices should be part of this section. MMAC members discussed whether the California Green Building Code could be used as an overlay for this. A community member shared that the California Green Building Code is applied to new construction and remodels as part of the CA Title 24 Energy Standards Compliance documents that are required for every Building Permit submittal.
- Section 6 Protection and Conservation of Wetland Areas: Director Ford shared that both a 1 and 3 Parameter Wetland Determination will be done for the Environmental Impact Report (EIR) for the Town Center Ordinance for comparison purposes and the work on these is underway. MMAC and community members discussed where wetlands that need to be replaced can be located, i.e. can they be located outside of the Town Center area. A MMAC member asked whether the term “wetland” is defined well enough in the document. Director Ford agreed that more verbiage may need to be added for clarity. Community and MMAC members also asked for clarification on the timing of measures for monitoring discussed in 6.5.6 and for the establishment of ownership and maintenance of wetlands discussed in 6.5.7. Director Ford shared how some of these questions are specific to future development plans and will be addressed in the project approval processes.
- Section 6.6 Preservation of Important Trees: MMAC and community members asked what happens when a tree designated for preservation blows down in a windstorm. This led to a discussion of the Spruce Grove mentioned in 6.6.1.1 and whether it would be able to continue to be healthy in a warming climate. Director Ford and some MMAC members mentioned that members of the community have expressed strong support for the preservation of this spruce grove and that it could be regenerated with new trees should some of the existing ones fall.

Director Ford plans to come back to the MMAC at our June 28 meeting with a corrected draft of the Town Center Ordinance.

B. Indigenous Land Acknowledgement: (continued from 4/26/23)

Twila Sanchez led a discussion of the Indigenous Land Acknowledgement we use at the opening of our MMAC meetings, including asking why we do it. MMAC discussed what procedure we should use to get the Wiyot tribal leadership's input on the issue.

Greg Orsini moved to authorize Twila Sanchez to act as MMAC's liaison with the Wiyot Tribal Council, to request their feedback on the Indigenous Land Acknowledgement text we have been using, including any suggestions they may have to make it more appropriate. Pat Kaspari seconded the motion.

Roll Call Vote:

Yes: Lisa Dugan, Kevin Dreyer, Greg Orsini, Pat Kaspari, Twila Sanchez

No: None

Abstention: None

MOTION APPROVED

C. Letter of Support for Life Plan Humboldt (continued from 4/26/23)

Chair Lisa Dugan reported on her consultation with County Counsel on whether it was appropriate for the MMAC to write a letter in support of Life Plan Humboldt as it seeks a California State funding grant. Counsel recommends that we do not write letters of support as MMAC or as individual members of the MMAC out of concern that such a letter might give the appearance of Conflict of Interest, as we are still working on the Town Center Ordinance, where the proposed Life Care Humboldt property is located.

D. Subcommittee Reports:

1. Incorporation Exploration (MIESC): Chair Lisa Dugan reported that Josh Zender, business professor from Cal Poly Humboldt, will present on their unofficial/draft McKinleyville Incorporation Feasibility Study to the MMAC in August. Also, it is anticipated that representatives from LAFCO will present on the processes and requirements for incorporation, to the MMAC in July. The MIESC will review the Humboldt County Grand Jury's report on McKinleyville Incorporation and come back to the MMAC on June 28 with their recommendations on whether and how to respond.

7. Board General Comments & Event Announcements:

Lisa Dugan shared that HCAOG is looking for input on their Transit Development Plan. McKinleyville residents can view the plan at hcaog.net/documents/transit-development-plan and give their input and McK perspective via email to stephen.luther@hcaog.net by June 9.

Lisa Dugan also shared that there are many dogs at the County Shelter that need homes.

Pat Kaspari announced that representatives of LAFCO will be giving a presentation on incorporation to the MCSD Board on June 7.

8. Next Meeting: Our next regular meeting will be Wednesday, June 28, 2023, at 6:00 pm, at the MUSD Conference Room at 2275 Central Avenue, McKinleyville and Zoom format.

9. The meeting was adjourned at 9:03 pm.

Respectfully submitted, Bonnie Oliver