

McKinleyville Municipal Advisory Committee
ZOOM PLATFORM - ONLINE MEETING
July 29, 2020 6:00 pm

MINUTES

1. Attendance

Members Present: Maya Conrad, , Bonnie Oliver, Pat Kaspari, Mary Burke, Kevin Jenkins, Barbara Georgianna, Twila Sanchez, Kevin Dreyer (joining at 6:30 pm)

Members Absent: none

Guests: Steve Madrone, 5th District Supervisor, Chris Jones from Environmental Science Associates and Cody Roggatz from the Humboldt County Airport Advisory Committee.

2. Review and approval of Minutes

The minutes of the June 24, 2020 meeting were reviewed. A motion was made by Mary Burke and seconded by Twila Sanchez to approve the minutes as submitted.

VOTE:

YES: Maya Conrad, Bonnie Oliver, Pat Kaspari, Mary Burke, Barbara Georgianna, Twila Sanchez

NO: none

ABSTENTION: Kevin Jenkins

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

3. Community Safety Updates

A. Humboldt County Sheriff's Office Lieutenant Kevin Miller and Deputy Scott Aponte:

Lt. Miller reported on the statistics for their service calls and actions in the McKinleyville area. There were 1045 calls for service in June, up from 921 in May which is down 8% from June 2019, and 16 arrests which is down 50% from June 2019. The only increase was in fireworks complaints, which was at 57 for June. Barbara Georgianna inquired about what the reason may be for the decrease. Lt. Miller said the continuing stay at home recommendations as well as fewer visitors to our area may have contributed. MMAC Chair Maya Conrad asked about the status of the Sheriff's ATV Patrol of the Hammond Trail. Lt. Miller reported that these patrols are not happening at this time due to County budget cuts which do not allow overtime for officers which was how they have staffed these patrols in the past.

B. Arcata Fire District Battalion Chief Sean Campbell:

Chief Campbell reported on the statistics for calls in June. Of the 209 total calls, 99 were from McKinleyville. This is down from June 2019. Many of their calls were fireworks complaints. The recent 24 acre fire on the Samoa Peninsula was probably fireworks related. They have one firefighter out with Covid 19 and are covering their workload with overtime. Arcata fire also participated in a rescue of an ATV driver on the Samoa Peninsula dunes. In-house shop repairs and maintenance of equipment is ongoing. They are not sending firefighters to participate in fighting out of County wildfires because

of current minimal staffing levels. Chief Campbell is hoping that a County task force to address fireworks can be reinstated.

Chair Maya Conrad shared a map provided by AFD Chief MacDonald of fire hydrant locations in Humboldt County, zooming in on the McKinleyville area. Chief Campbell explained the color marking system on hydrants that indicate their flow level. Greg Orsini (newly retired MCSD General Manager) said that most of the hydrants in McKinleyville are the high flow, 1000 gal./min., type although there are a few 500 gal./min. hydrants in the Dows Prairie area. Maya noted that homeowner / fire insurance rates take into account the distance to the nearest fire hydrant when setting rates. Mary Burke asked whether this hydrant map could be incorporated as an informational layer on the County's Web GIS mapping system. Public Works Director Tom Mattson thought that would probably be possible.

C. Tom Mattson, Director, Humboldt County Public works on McKinleyville road safety:

Chair Maya Conrad reported that community members have expressed concern about vegetation in the county maintained street right of ways which is growing over sidewalks and shoulders making travel hazardous for pedestrians, wheelchair users and bicyclists. Director Mattson said that McKinleyville is on the County's to-do list but they are behind because of equipment breakdowns. He also mentioned that County budget cuts related to Covid 19 have also impacted their roadway maintenance efforts. Kevin Jenkins was asked to give his Roadside Landscaping Subcommittee report at this time as it relates to the topic. Kevin reported that they have coded areas throughout McKinleyville, identifying areas that would benefit from landscaping and which areas need more regular mowing. Maya asked if the Chamber of Commerce could be involved in helping this happen, as they did with the flower basket project for Central Avenue.

Director Mattson reported that funding has been secured for the McKinleyville Ocean Drive project to study drainage and repaving of the road to add bike and pedestrian safety. Redwood Community Action Agency (RCAA) is in discussion with Public Works to work on the project public outreach component, which they hope to begin in August. This will be a unique challenge in this time of County Covid 19 safety measures. Maya shared a proposed Scope of Work for the McKinleyville Ocean Drive Virtual Walkability Assessment proposal by RCAA.

Director Mattson reported that the Encroachment Permit for the Hiller Road speed hump at Hiller Park is ready to issue. The contractor can now pick up the paperwork and start the project. It was noted by Maya Conrad that there has been an increase in speeding on School Road from Roger's Market to Ocean Ave., now that the stretch of road has been repaved.

Director Mattson will be submitting all the required paperwork and support materials to the Board of Supervisors for the CALTrans Sustainability Grant to study bike and pedestrian connectivity at McKinleyville's Central Avenue south entrance and connections from the Hammond trail to the Central Avenue along Hiller and School Roads, for approval at their next meeting in August. Once all the paperwork and grant documents are signed, they will begin the planning with RCAA and hope to begin the public input process in late November. Director Mattson and Maya Conrad expressed their thanks to Emily Sinkhorn of RCAA for her part preparing the application and securing this grant.

Twila Sanchez asked whether Public Works had any involvement in the County's garbage and recycling services and when recycling buy back facilities may be reopened. (Local facilities have been closed due to Covid 19). Director Mattson answered that these services are all privately run, but Jill Duffy of Humboldt Solid Waste Management may have information on when this service will be available once again. The MMAC thanked Director Mattson and all our Public Safety presenters for their updates.

4. Public Comment on items not on the Agenda

- A community member inquired about when we can expect information on the share of costs that the County service providing departments spend in McKinleyville. Supervisor Madrone explained that this information will be collected from July 2020 through July 2021 so the earliest we'll have a compilation of the data is August 2021. There was some discussion on whether the year will be typical because of the impact of Covid 19 on the County budget.
- A community member announced their candidacy for the McKinleyville Community Services District (MCSD) Board of Directors.
- A community member expressed concern about how the private road at the west end of School Road is used as a turn-around area by users of the School Road trail to the Mad River. MMAC has not been involved in the development of this trail; MCSD is the lead agency in its development. Public works and the Coastal Commission are also involved in the design and permitting of the project. MMAC Chair Maya Conrad said that the development of this trail and related traffic and parking issues can be put on a future MMAC agenda.

5. Discussion / Information / Action Items

A. MMAC discussed requesting additional support from Humboldt County for administrative support of MMAC. MMAC members discussed how the MMAC, an all volunteer appointed body, has been asked to do a lot of heavy lifting on a lot of big projects for our community. We have no avenue for reimbursement for the expenses related to our work and meetings including copies of documents for distribution and paying the fees for ZOOM meetings. We use our personal emails for MMAC business and we have minimal county administrative support for file sharing, access to historic documents related to MMAC or posting information on the County's MMAC webpage. During the public comment time, a community member requested that more biographic information and terms of the MMAC members be available on website. Following discussion on wording and specific requests for time and dollar amounts, this motion was made by Mary Burke and seconded by Kevin Dreyer:

Whereas transparency in governance is critical in public relations for decision-makers;

Whereas MMAC is an appointed (quasi-?) government committee;

Whereas MMAC serves as an important place for public awareness and communication related to County services in our community;

Whereas MMAC provides a consistent communication platform saving time and effort for County staff, 5th District Supervisor, and Board of Supervisors;

Whereas MMAC is an appointed Committee with no meeting convening support provided by the County;

Whereas MMAC Chair provides a private email address and purchasing online meeting tool to host meetings at their own personal expense and time;
Whereas MMAC has no established file sharing, leading to loss of information and lack of continuity and fragmented or loss of institutional memory;
Timely information is important for the community to be informed;
Whereas the community of McKinleyville deserves to know MMAC's history; MMAC member terms and bios;

Motion that the MMAC Chair write a letter requesting the County to provide staff time and a budget to support MMAC activities.

Guidance:

1. An annual budget for MMAC expenses up to \$2,500;
2. County admin staff time up to 10 hours per month;
3. An email account for each MMAC member;
4. A video-conferencing account, with access provided and transferred to the Chair when a new Chair is appointed;
5. Storage on County server for MMAC documents including but not limited to recommendations in addition to the posting and archiving of meeting agendas and minutes;
6. A County-maintained webpage as a portal to MMAC information, member emails, and current issues.

VOTE:

YES: Maya Conrad, Kevin Dreyer, Bonnie Oliver, Kevin Jenkins, Mary Burke, Barbara Georgianna, Twila Sanchez and Pat Kaspari.

NO: none

ABSTENTION: none

B. Expand role of MMAC to include ability to make recommendations or offer support beyond the Humboldt County Board of Supervisors.

MMAC members discussed whether we can act independently of the Board of Supervisors to give our own recommendations on community issues. It was decided that we should delay this discussion until a future meeting when we all have copies of the full MMAC bylaws and establishment documents in front of us. Supervisor Madrone will assist in locating and distributing these documents to the MMAC. Chair Maya Conrad suggested that we reschedule this discussion for our January 2021 meeting.

C. Town Center Update:

Bonnie Oliver reported that the Town Center subcommittee has not met since our last MMAC meeting. The following update was provided by Michael Richardson, Senior Planner at Humboldt County Planning Division. "We are engaging with the burden area property owners to get their input on what should be allowed in the burden area, drafting proposed amendments to the McKinleyville Community Plan wetland policies that reflect the direction of MMAC and supporting Kash (Boodjeh) in his efforts to draft street cross sections and land use schematics which will be directly or indirectly used in the town center plan. We're also researching best practices to assess the transportation impacts of alternatives."

D. Discuss Humboldt County Draft Airport Land Use Compatibility Plan Update. Chris Jones from Environmental Science Associates and Cody Roggatz from the Humboldt County Airport Advisory Committee presented information on the draft plan update to the 1993 Humboldt County Draft Airport Land Use Compatibility Plan (ALUCP) which governs orderly development of airport operations while addressing public health and safety concerns. Among the changes are more details on compatible uses for new development within the airport influence area. The deadline for public comment on the draft plan update is August 20, 2020. The comment form is on the county website (<https://humboldt.gov/FormCenter/Aviation-3/ALUCP-Public-Comment-151>). Property owners within the airport influence area have not been noticed on the changes. Barbara Georgianna recommended that Maya Conrad, as MMAC Chair, write a letter asking for an extension of the public comment period so that impacted owners can be noticed and so that a redlined version of the draft, indicating proposed changes, can be made available to the MMAC and community members to be discussed at a future (August?) meeting.

E. MMAC to review letter sent to Board of Supervisors on 7/22/20 regarding support of Arcata Fire District November ballot measure. Maya Conrad shared the letter she sent to Estelle Fennel, Chair of the Board of Supervisors. The letter is below:

Dear Chair Fennell and Members of the Board,

The McKinleyville Municipal Advisory Committee urges you to create a resolution in support of the upcoming Arcata Fire Department (AFD) Funding Ballot Measure, slated for the November 2020 election. As an unincorporated community, McKinleyville relies on the Arcata Fire Department's services to keep our community safe. Without the passage of their upcoming ballot measure, our new state-of-the-art fire station is only open part of the time and we do not have full time firefighter coverage for McKinleyville, putting our large community at risk.

By supporting this essential ballot measure, the Board of Supervisors can help McKinleyville maintain vital services to protect our unincorporated city. With increased education by community members and broad support of Arcata Fire Department's services in the North Bay, voters will better understand the importance of this measure and enable AFD to fully (re)open the McKinleyville Fire Station and restore the required staffing levels to keep it open.

Sincerely,

Maya Conrad, Chair
McKinleyville Municipal Advisory Committee

6. Ad Hoc Trails and Multimodal Transportation committee report

This report was included in the "Community Safety Update" portion of our meeting with Public Works Director Tom Mattson.

7. Ad Hoc Roadside Landscaping Committee Report

This report was included in the “Community Safety Update” portion of our meeting with Public Works Director Tom Mattson.

8. Homelessness Subcommittee Report

Supervisor Madrone reported that the Board of Supervisors acted on getting \$200,000 funding for homelessness in the county. Some of this can be used for procuring motel rooms as some issues have arisen with the emergency camping area model.

9. Event Announcements and Board general comments

Maya Conrad announced that the Wonderwagon will be at Pierson Park on August 4 from 11 am to noon. She also congratulated the Humboldt County Teacher of the Year, Nora Wynne who teaches at McKinleyville Middle School. Kevin Jenkins announced that Ace Hardware is taking suggestions for their spare change fundraisers, especially looking for local causes and organizations. Mary Burke announced that she will not be running for the MCSD Board of Directors this fall and encouraged those interested to file their paperwork by the mid-August deadline.

10. Next Meeting

Our next regular meeting will be Wednesday, August 26, 2020 at 6:00 pm.

11. The meeting was adjourned at 9:00 pm.

Respectfully submitted,
Bonnie Oliver