

McKinleyville Incorporation Exploration Sub-committee Meeting

December 21, 2022 – 4:00 p.m.

Members Present:

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

Guests Present:

Colette Santsche (LAFCo), April Sousa (MCSD Board Secretary, taking notes)

Motion to approve the Agenda (Kaspari/Burke) – Unanimous.

Motion to approve the Minutes from November 16, 2022 (Kaspari/Burke) - Unanimous

Public Comment – Committee Chair Jenkins gave comment that Josh Zender from Cal Poly Humboldt would be available to do the postponed presentation from the November meeting at the February meeting.

General questions from other committee members were raised regarding data from the county.

Committee members voiced concerns heard from others regarding McKinleyville’s needs heard by LAFCo.

Chair Jenkins reiterated that the subcommittee was focused on facts to get out to the community.

C.1 Presentation from Humboldt LAFCo

Colette Santsche from Humboldt LAFCo (Local Agency Formation Commission) gave a presentation on LAFCo’s Role and the steps for Incorporation.

- LAFCo cannot initiate or sponsor the process of incorporation
- For an unincorporated area to become incorporated, must get approval from LAFCo
- LAFCo authorizations – examples: Boundary changes, incorporation, municipal service reviews for incorporated cities and CSD’s, does not include authority over school districts
- Reviewed reasons to become an incorporated city and services that must be provided – i.e., Law Enforcement – can contract for services
- Discussion of steps of incorporation
 - Pre-initiation step (Preliminary Feasibility Study)
 - Initiation (Petition of voters or Resolution from affected local agency)
 - Application and Costs
 - Revenue Neutrality review
 - Election (simple majority – 50+1)
 - Transition (if approved by voters) – Post Incorporation
- A checklist was given regarding these steps

C.2 Discussion of Next Steps

- Funding for the feasibility study was discussed

- Community outreach and communication was voiced as a concern – reminder that the subcommittee reports to the MMAC
- Discussion on what to report out from the presentation was discussed – suggestion to possibly have the full presentation at a MMAC meeting.

D. Future Agenda Items

- Timeline of steps
- Calendar Game Plan
- Working session to discussion interim work plan

E. Member Announcements

Committee Member Burke noted that she was grateful for more community members on the committee.

Adjournment

The meeting adjourned at 5:12 p.m.