



**May 15, 2019**  
**ADOPTED REGULAR MEETING MINUTES**

**1. CALL TO ORDER**

The meeting was called to order at 9:00 a.m. in the Board of Supervisors Chamber, Humboldt County Courthouse, Eureka, with Chair Fennell presiding.

**2. FLAG SALUTE**

**3. ROLL CALL**

Members Present: Stephen Avis, Debra Lake, Paul Pitino, Skip Jorgensen\*, Mike Wilson\*, and Estelle Fennell

Members Absent: Troy Nicolini, Virginia Bass, Robert McPherson

Alternates Present:

Alternates Absent: Sue Long, David Couch

Staff: George Williamson, Senior Advisor  
Sarah West, Clerk/Analyst  
Ryan Plotz, Legal Counsel

*\*Alternate Member seated in the place of Regular Member*

**4. PUBLIC APPEARANCES - None**

**5. CONSENT CALENDAR**

**A) Approval of, 2019, Regular Meeting Minutes**

**Motion Pitino/ Lake** to approve consent calendar. Motion passed by 6-0-0 voice vote.

**6. BUSINESS ITEMS: None**

**7. PUBLIC HEARING ITEMS**

**A) City of Blue Lake Municipal Service Review and Sphere of Influence Update**

Chair Fennell opened the hearing at 9:15 AM. Senior Advisor Williamson reviewed the staff report and discussed the status of the Blue Lake MSR/SOI Update. The Commission discussed and asked questions of staff. Mandy Mager, the Blue Lake City Manager spoke and answered Commission questions. No members of the public spoke.

**Motion Jorgensen/ Wilson** to continue the public hearing to the July 17th LAFCo meeting. Motion passed by 6-0-0 voice-vote.

**B) Final Budget for Fiscal Year 2019-20**

Chair Fennell opened the hearing at 9:53 AM. Senior Advisor Williamson reviewed the Final Budget and Work Plan. The Commission discussed and asked questions of staff. No members of the public spoke.

**Motion Jorgensen / Avis** to adopt Resolution No. 19-02, approving the Final Budget and updated fee schedule for fiscal year 2019-20, as provided in Attachment A Motion passed by 6-0-0rollcall-vote.

## **8. INFORMATIONAL AND CONTINUING ITEMS**

### **A) McKinleyville Incorporation Inquiry**

Senior Advisor Williamson discussed inquiries regarding McKinleyville incorporation. It was noted that the project is in the pre-feasibility phase where gathering preliminary information and community buy-in is key to move forward with a feasibility study.

The Commission asked questions regarding responsibilities of LAFCo at this early phase. Staff responded that they have been providing information regarding LAFCo process and requirements, but it is the community's responsibility to compile information to inform whether a feasibility study should be done. Commissioner Fennell noted that a key decision the community needs to answer is how the project will be organized and who will lead the process. Staff noted that incorporations are generally organized by a citizen initiative, or by a local agency such as the McKinleyville CSD.

The Commission also discussed the fiscal responsibility of the project. Staff indicated that it is the applicant's (citizen initiative or local agency) responsibility to finance the incorporation costs including the feasibility study, application materials, and LAFCo fees.

### **B) Status of Current and Future Proposals**

Senior Advisor Williamson discussed the status of active and future proposals. As an informational item, the Commission received and filed this report as presented.

## **9. EXECUTIVE OFFICER'S REPORT**

### **A) CALAFCO May 10, 2019 Board of Directors Meeting**

Senior Advisor Williamson presented the report. Commissioner Lake reported out on the Board of Directors Meeting. As an informational item, no formal action was taken by the Commission.

### **B) CALAFCO Daily Legislative Report (May 2019)**

Senior Advisor Williamson presented the report. As an informational item, no formal action was taken by the Commission.

### **C) Commission Response to Proposed Legislation Letters**

Senior Advisor Williamson presented the proposed legislation letters. The Commission directed staff to send the letter to the appropriate representatives with no changes.

## **10. WRITTEN CORRESPONDENCE - None**

## **11. ADJOURNMENT**

The meeting was adjourned at 10:33 a.m. The next regular meeting of the Commission will be held on Wednesday, July 17<sup>th</sup>, 2019, at 9:00 a.m. in the Board of Supervisors Chamber, Humboldt County Courthouse, Eureka.