HUMBOLDT
Local Agency Formation Commission

MAY 20, 2026 REGULAR MEETING
DRAFT MINUTES

1. CALL TO ORDER

The regular meeting was called to order at 9:00 a.m. in the City of Eureka Council Chambers with Vice-Chair Benzonelli presiding.

2. FLAG SALUTE

3. ROLL CALL

Members Present:	Heidi Benzonelli, Cheryl Kelly, Troy Nicolini, Elaine Weinreb, and Kimberley White
Members Absent:	Michelle Bushnell and Steve Madrone
Alternates Present:	David Couch and Gordon Johnson
Alternates Absent:	Debra Garnes and Mike Wilson
Staff:	Colette Santsche, Executive Officer Amber Chung, Commission Clerk/Administrator Ryan Plotz, Attorney

4. PUBLIC COMMENT

No public comment was received.

5. CONSENT CALENDAR

A) Approval of March 18, 2026 Regular Meeting Minutes

Motion Weinreb/Nicolini to approve the meeting minutes. Motion passed by 5-0-0 voice vote.

B) Certificates of Appreciation for Outgoing Commissioners Nicolini and Johnson

EO Sanstche presented the certificate of appreciation for outgoing Commissioners Nicolini and Johnson, expressing gratitude for their many years of service on the Commission and commitment to LAFCo. Outgoing Commissioners shared their appreciation for the Commission's professionalism and work, and thanked LAFCo staff for their dedication.

The Commission received and filed the report and no action was taken.

6. PUBLIC HEARING ITEMS

A) Final Budget and Work Plan for Fiscal Year 2026-27

EO Santsche introduced the staff report and outlined the final budget and workplan for fiscal year 2026-27, which had no changes from the proposed budget brought to the Commission at the March 18, 2026 meeting. No agency comments had been received on the outlined budget and workplan.

Motion Kelly/Nicolini to adopt Resolution No. 2026-05, approving the final budget and work plan for fiscal year 2026-27 and authorizing staff to circulate the budget to local funding agencies for review. Motion passed by 5-0-0 roll call vote.

7. BUSINESS ITEMS

A) Appointment of Alternate Public Member Selection Committee

EO Santsche introduced the staff report and stated that the Commission needed to appoint three Commissioners, each representing a different agency (City, County, and Special District), to serve on a selection committee for the Alternate Public Member seat. The Commission held discussion about who to appoint to sit on the committee.

Motion Nicolini/ Weinreb to appoint Commissioner Bushnell, Commissioner White, and Alternate Commissioner Couch to serve on the Alternate Public Member Selection Committee, authorizing them to review applications and interview applicants on behalf of the Commission. Motion passed by 5-0-0 roll call vote.

B) Professional Services Contracts – Executive Officer and Legal Counsel Services

EO Santsche introduced the staff report and provided background on the contracting process for Executive Officer and Legal Counsel Services. The Commission expressed gratitude for current staff and interest in continuing to work with them.

Motion Nicolini/ Kelly to approve the contract for Executive Officer Services with Planwest Partners, Inc. as presented in the staff report. Motion passed by 5-0-0 roll call vote.

Motion Kelly/ Nicolini to approve the contract for Legal Counsel Services with Mithcell Law Firm as presented in the staff report. Motion passed by 5-0-0 roll call vote.

8. INFORMATIONAL AND CONTINUING ITEMS

A) Status of Expiring Commissioner Terms

Clerk Chung provided an update on Commissioner terms expiring in 2026. She noted that a meeting of the City Selection Committee would be held in June to fill the city member vacancies. She also noted that ballots had been distributed to the independent special districts for the Regular and Alternate Special District position expiring in June, and that a public notice had been distributed for the Alternate Public Member vacancy. Staff indicated they would continue outreach efforts for this position, as no applications had yet been received.

There were no Commissioner comments or questions. The Commission received and filed the report, and no further action was taken.

B) Status of Municipal Service Review and Sphere of Influence Updates

Clerk Chung introduced the staff report and provided an overview of current MSR preparations. Staff is currently preparing the City of Eureka and Scotia Community Services District MSR/SOI Updates.

Commissioner Benzonelli asked for clarification regarding the process for engaging agencies during MSR development, particularly when there are districts involved with overlapping boundaries or spheres. Staff provided an overview of the coordination process.

The Commission received and filed the report, and no further action was taken.

C) Status of Applications, Projects, and Agency Coordination

EO Santsche introduced the staff report and provided updates on current projects and agency activities.

The Commission held discussion on fire services, specifically related to ongoing legislative efforts regarding commercial timberlands. Discussion included the importance of obtaining legislative support and the potential value of coordinating a site visit to provide legislators with additional context. The Commission received and filed the report, and no further action was taken.

9. EXECUTIVE OFFICER'S REPORT

A) CALAFCO Legislative Update (May 2026)

EO Santsche noted that legislative items currently being tracked by CALAFCO have been included in the agenda packet for review.

The Commission received and filed the report, and no further action was taken.

B) Report Out of the CALAFCO Staff Workshop

EO Santsche provided a brief update on her experience attending the CALAFCO Staff Workshop in April.

The Commission received and filed the report, and no further action was taken.

10. WRITTEN CORRESPONDENCE – None

11. ADJOURNMENT

The meeting was adjourned at 9:55 a.m. The next regular meeting of the Commission will take place on July 15, 2026, at 9:00 am at the City of Eureka Council Chambers located at 531 K Street, Eureka, CA 95501.