

AGENDA ITEM 5B

**NOVEMBER 17, 2021
DRAFT MEETING MINUTES**

1. CALL TO ORDER

The meeting was called to order at 9:00 a.m. via Zoom video conference with Chair Bass presiding.

2. FLAG SALUTE

3. ROLL CALL

Members Present: Stephen Avis, Virginia Bass, Ali Lee, Mike Losey, Troy Nicolini and Mike Wilson
Members Absent: Debra Lake
Alternates Present: David Couch* and Skip Jorgensen
Alternates Absent: Michelle Bushnell and Gordon Johnson
Staff: Colette Santsche, Executive Officer
Krystle Heaney, Clerk/Analyst
Ryan Plotz, Attorney

*Alternate member seated as voting member.

4. PUBLIC COMMENT – None

5. CONSENT CALENDAR

A) Approval of September 17, 2021 Regular Meeting Minutes

Consent calendar was approved by motion of the chair with no objection.

6. BUSINESS ITEMS

A) Expiring Commissioner Terms in 2022

Executive Officer Santsche introduced the staff report and provided an overview of expiring commissioner terms. This included an overview of the process for initiating the special district nomination and election process, the city member selection process, and alternate public member recruitment and selection. The report was received and filed by the Commission.

B) AB 361 for Continued Remote Meetings

Executive Officer Santsche introduced the staff report and provided an overview of the current rules and regulations pertaining to public meetings and the Brown Act. Commissioners held a brief discussion on the need to be flexible in regards to in person and hybrid meetings as it is unknown what type of Covid-19 surges may occur over the next few months and what type of technology will be available to conduct hybrids meetings in the future. Commissioner Avis joined the meeting at 9:14am and was present for the roll call vote.

Motion Wilson/ Losey to adopt Resolution 21-13 approving continued use of virtual meetings. Motion passed by 7-0-0 roll call vote.

7. PUBLIC HEARING ITEMS

A) Municipal Service Review and Sphere of Influence Update for the McKinleyville Community Services District

Clerk Heaney introduced the staff report and provided an overview on the revised draft municipal services review. Changes to the document included clarification on District property ownership and agreements with other agencies, information on how climate change may impact the District, the management of the existing intertie between the City of Arcata and MCSD, and information on other service providers operating in McKinleyville.

The Commission reviewed the changes made and expressed appreciation for the additional effort put into the document to clarify these matters. Commissioner Lee asked that the presence of McKinleyville Land Trust Holdings next to the District's wastewater treatment facilities be added to the document. Commissioner Wilson commented again on the potential inequity of service fees between large parcel owners away from the community center and smaller parcel owners nearer to the center where there is easier access to infrastructure that puts less of a strain on utilities. No public comment was provided by attending participants.

Motion Wilson/Avis to adopt Resolution 21-14 approving the McKinleyville CSD MSR/SOI Update with noted changes. Motion passed by 7-0-0 roll call vote.

B) Municipal Service Review and Sphere of Influence Update for the Manila Community Services District

Chair Bass opened the public hearing and requested a report from staff. Clerk Heaney introduced the staff report and provided an overview of Manila CSD services including water, wastewater, stormwater, and recreation services. This included the District's water purchase agreement with Humboldt Bay Municipal Water District, a description of the District's unique wastewater system that utilizes onsite septic systems before wastewater is pumped to the central treatment facility, an overview of existing and planned stormwater infrastructure, and District operated recreational facilities.

The discussion was opened for Commissioner comment. General discussions were held regarding the importance of documenting potential sea level rise impacts to the community and District infrastructure. Commissioners indicated it may be prudent to identify Manila as a vulnerable community and provide recommendations on how the District can connect with County and Coastal Commission staff to start planning for potential impacts from sea level rise and/or major seismic events.

Discussion was also held on current and future bike/ pedestrian access and vehicular transportation through the District. The public regularly accesses Manila by foot and bicycle but it can be dangerous to cross Highway 255. Additionally, Highway 255 could be inundated by flood waters or sea level rise which may cut off access to the community as it is the only way in and out of Manila by vehicle. In the event that Highway 101 is shut down, traffic may be rerouted to Highway 255 which could increase these impacts and create a level of traffic through the community that the

road system was not designed for. The Commission requested that more discussion be included in the MSR about potential future transportation impacts.

Additional discussion items focused on potential shared services between Peninsula CSD and Manila CSD, the existence of an auto-aid agreement between Samoa Peninsula Volunteer Fire Department (Peninsula CSD) and Arcata Fire Protection District for emergency response in Manila, and tax limitations on federally owned lands within the District boundary. The Commission directed staff to revise the MSR based on the discussion held. No public was present to provide comment.

Motion Wilson/ Lee to continue the public hearing to the January 19, 2022 regular commission meeting. Motion passed by 7-0-0 roll call vote.

8. INFORMATIONAL AND CONTINUING ITEMS

A) Status of MSR Preparations

Commissioner Wilson left the meeting at 9:52am. Clerk Heaney introduced the staff report for MSR preparations. Staff is working on contacting Riverside CSD and has sent an information request by both email and mail. The MSR will be drafted once information is received from the District. Starting in January staff will be reaching out the City of Eureka and starting on information gathering for the South County Regional Water MSR.

B) Status of Current and Future Proposals

Executive Officer Santsche presented the staff report for Current and Future Proposals. This included a discussion of fire service coordination efforts which have been focused on potential new District formations, legislative action regarding commercial timber lands, and the soon to be released Annual Fire Chiefs' Report which has a new map showing District boundaries and mutual aid areas.

It was also noted that a recirculated Environmental Impact Report is available for the McKay Ranch subdivision which will come before the Commission for annexation into Humboldt CSD if it is approved by the County. Other prior applications are moving forward with conditions compliance and recordation.

9. EXECUTIVE OFFICER'S REPORT

A) CALAFCO Executive Director Recruitment Update

Executive Officer Santsche introduced the communication received from CALAFCO regarding recruitment of a new Executive Director. Pamala Miller has agreed to stay on during the recruitment process. Commissioner Couch recommended that we prepare a letter of appreciation for Ms. Miller. Staff will bring this forward during the January Regular Commission meeting.

B) CALAFCO Board Meeting (November 12, 2021)

Executive Officer Santsche introduced the board meeting agenda and noted that Commissioner Lake is now a member of the CALAFCO board.

C) CALAFCO University Webinar Report Out – The New Era: State of the State in terms of extreme weather, water & fire issues and what it means for LAFCos

Executive Officer Santsche introduced communication received from Commissioner Lake about the recent CALAFCo University webinar. This webinar included good information on the impacts of recent fires and continued impacts from climate change. Commissioner has attempted to reach out the CALFIRE presenter about commercial timber lands but has not heard back at this time.

D) CALAFCO University Webinar – Water: What do LAFCos Do Now?

Executive Officer Santsche introduced the CALAFCo flyer for the next webinar to be held on December 6th, 2021. Since the annual CALAFCO conference has been postponed the last two years, CALFCO staff has transitioned their educational programming to webinars which have been effective and well attended.

E) CALAFCO Daily Legislative Report (November 2021)

Executive Officer Santsche introduced the legislative report which is also available online. She explained the process for submitting a legislative proposal about commercial timber lands in fire protection district boundaries. It may be difficult to change the law statewide, but it may be possible to establish an exemption for Humboldt County. Staff will continue to pursue this issue and report out as information becomes available.

10. WRITTEN CORRESPONDENCE

None

11. ADJOURNMENT

The meeting was adjourned at 10:16 a.m. The next regular meeting of the Commission will be held on Wednesday, January 19, 2022, at 9:00 a.m. via Zoom webinar or in person as current safety levels and regulations allow.