



AGENDA ITEM 6A

MEETING: July 15, 2020
TO: Humboldt LAFCo Commissioners
FROM: Colette Metz Santsche, Executive Officer
SUBJECT: **Status of Commissioner Terms and Appointment of Regular Public Member for 2020-2024 Term**
The Commission will receive a status report regarding expiring commissioner terms in 2020. As the appointing authority for public members on LAFCo, the Commission will consider a selection committee recommendation to appoint Ali Lee as the new public member for the 2020-2024 term.

BACKGROUND

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 states the composition of Local Agency Formation Commissions (LAFCOs) shall generally include seven regular members consisting of county (two), city (two), special district (two), and public (one) representation. Each category represented on LAFCo also has one alternate member. Appointments for the county, city, and special district seats are made by the board of supervisors, city selection committee, and independent special district selection committee, respectively. Appointments for the public seats are made by the other regular members. All LAFCo terms are four years.

DISCUSSION

Humboldt LAFCo has three members whose terms of office expire in June 2020. These members are as follows:

Paul Pitino (city)
Debra Lake (special district)
Bob McPherson (public)

City Member Selection:

Staff previously requested a meeting of the City Selection Committee for purposes of appointing a regular city member to serve on LAFCo. Staff has been notified that the City Selection Committee is scheduled to meet on Thursday, August 20, 2020 at 3:00 p.m. (via zoom). Commissioner Pitino will continue to serve "until the appointment and qualification of his or her successor" (Government Code section 56334). The new city appointment will be seated at the September 16th LAFCo meeting.

District Member Selection:

In accordance with G.C. Section 56332, the Executive Officer is authorized to conduct a special district nomination and election process by mail. LAFCo recently received notice that Desiree Davenport resigned her seat on the Humboldt Community Services District Board

of Directors and is no longer eligible for the Regular Special District seat on LAFCo. As such, the election is considered closed and incumbent Debra Lake, Fruitland Ridge Fire Protection District, will serve the next four-year term through June 30, 2024.

Public Member Selection:

In accordance with G.C. Section 56325(d), the Commission is the appointing authority for public members on LAFCo. A notice of vacancy for the public member position was distributed in April 2020 and applications were received from three candidates: Bob McPherson (incumbent), Elizabeth Burks, Ali Lee. Application materials for each candidate are attached. An ad hoc committee was previously designated at the January LAFCo meeting (Fennell, Avis, and Lake) for purposes of reviewing applications, interviewing candidates, and making a recommendation prior to the Commission voting on the public member appointment. The committee interviewed candidates on June 26 and June 29, and is recommending that Ali Lee be appointed for the public member position. Each candidate was notified of the committee's recommendation and was invited to attend the Commission's July meeting.

RECOMMENDATION

Staff recommends the Commission consider action on the selection committee's recommendation to appoint Ali Lee as the new public member for the 2020-2024 term. The Commission is invited to discuss the item, ask follow-up questions of candidates in attendance, and provide direction to staff as needed. This appointment requires a majority vote, and the affirmative vote of at least one county, city, and district member.

Attachments

Attachment A: Public Member Candidate Application Materials



HUMBOLDT

Local Agency Formation Commission

1125 16th Street, Suite 202, Arcata, CA 95521

(707) 445-7508 / (707) 825-9181 fax

www.humboldtlafo.org

ATTACHMENT A

APPLICATION FORM: PUBLIC MEMBER

To be considered for the Public Member position, completed applications must be returned to the LAFCo Office, 1125 16th Street, Suite 202, Arcata, CA 95521, no later than 5:00 p.m. on June 12, 2020.

NAME:	Ali O. Lee	ADDRESS:	322 Rocky Creek Road, Bayside, CA mailing address: P.O. Box 583, Bayside, CA 95524
TELEPHONE:	707-502-6011	E-MAIL:	aliolee@icloud.com
LENGTH OF RESIDENCE IN HUMBOLDT COUNTY:	23 years		
ARE YOU A COUNTY, CITY OR SPECIAL DISTRICT OFFICER OR EMPLOYEE?	no		
PRESENT EMPLOYER/OCCUPATION:	Sole Proprietor, Lee Properties		
SUMMARIZE YOUR INTEREST IN SERVING ON THE COMMISSION:	Having served for three years on the Social Services Transportation Advisory Committee (SSTAC) reporting to the Humboldt County Association of Governments (HCAOG), I learned the importance of local government's need to plan for future resiliency by considering the connectedness of systems and people.		
SUMMARIZE YOUR QUALIFICATIONS, INCLUDING EXPERIENCE, TRAINING, EDUCATION, OR BACKGROUND:	With an M.A. in English and an M.S. in Visual Disabilities, I am a nonprofit manager, vision rehabilitation therapist, and project manager. I implemented a Workforce Investment Act (WIA) grant for College of the Redwoods, a CalFresh grant for the Area 1 Agency on Aging, and the Walk to End Alzheimer's or the Alzheimer's Association. I am a Cascadia Leadership Training graduate with facilitation skills. Currently, I run a small business rehabilitating small footprint houses.		
LIST COMMUNITY ACTIVITIES AND INTERESTS:	As a systems thinker, I am interested in Humboldt's intersections between road systems, water systems, food systems, and social service systems as they interact with local government. Besides serving on the SSTAC (above), I have served on the board of Humboldt Educare, Zero Waste Humboldt and Taiko Swing Humboldt for the arts.		
PROVIDE THREE REFERENCES (NAME AND PHONE):	Kathy Abrahamson, LightHouse for the Blind, 415-431-1481 Kim Coelho, Alzheimer's Association, 707-407-8826 Michael Fratkin, Resolution Care, 707-442-5683 Thank you for your consideration.		



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APPLICATION FORM: PUBLIC MEMBER

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NAME:	Bob McPherson	ADDRESS:	2222 Fairview Dr Bayside, CA 95524
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TELEPHONE:	707 822 1111	E-MAIL:	bob.mcpherson@humboldt.edu
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LENGTH OF RESIDENCE IN HUMBOLDT COUNTY:	1967 to Present	53 years
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ARE YOU A COUNTY, CITY OR SPECIAL DISTRICT OFFICER OR EMPLOYEE?	No
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PRESENT EMPLOYER/OCCUPATION:	Retired from HSU & CR
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SUMMARIZE YOUR INTEREST IN SERVING ON THE COMMISSION:	Giving Back to Community As Geologist, Protect Ag Land Want to help make sure "we" can deliver services going forward. Have unfinished work ahead.
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SUMMARIZE YOUR QUALIFICATIONS, INCLUDING EXPERIENCE, TRAINING, EDUCATION, OR BACKGROUND:	Senior Seismologist TERA CORP 1974-1986 Research Associate HSU Geology 91 to present College of Redwoods Math & Science Inst. President G&B LLC Life Member American Geophysical Union Life Member Seismological Society of Am.
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LIST COMMUNITY ACTIVITIES AND INTERESTS:	Volunteer Instructor HSU Geology Water Advisory Board H.C. AFS volunteer Walking, skiing, camping, reading
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PROVIDE THREE REFERENCES (NAME AND PHONE):	Dr. Mark Hemphill-Haley 707 834 3191 Dr. Bud "Dirt" Burke 707 443 5581 Dr. Lori Dengler 707 845 4960
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Beth Burks
451 Graham Way
Fortuna, CA 95540

June 12, 2020

Humboldt County LAFCo
1125 16th Street, Suite 202
Arcata, CA 95521

Attention: Collette Metz, Executive Officer

Subject: Application for Regular Public Member Vacancy

Dear Ms. Metz:

Thank you for considering my application for the regular public member seat on the Humboldt County Local Agency Formation Commission.

I would be pleased to serve alongside the existing dynamic group of commissioners to further LAFCOs goals of fostering orderly development and the efficient delivery of services, as well as encouraging the preservation of open space and agricultural lands.

As a planner I have held many roles that would aid in my abilities to contribute to the discussion on matters that come before the Commission. I have held roles in both the public and private sector. I have worked with community service districts to further their infrastructure projects and as referral agencies, taking their comments and incorporating them into specific development proposals. I have also worked on annexations for cities and a special district.

I am someone who truly believes in the public process and the importance of local governance. I think this would be a wonderful opportunity to use my skills to the benefit of our community.

Thank you again for the considering this application.

Sincerely,



Elizabeth Burks, AICP



APPLICATION FORM: PUBLIC MEMBER

To be considered for the Public Member position, completed applications must be returned to the LAFCo Office, 1125 16th Street, Suite 202, Arcata, CA 95521, no later than 5:00 p.m. on June 12, 2020.

NAME:	Elizabeth Burks	ADDRESS:	451 Graham Way, Fortuna, CA 95540
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TELEPHONE:	707-599-3171	E-MAIL:	burkse@lacoassociates.com
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LENGTH OF RESIDENCE IN HUMBOLDT COUNTY:	23 years
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ARE YOU A COUNTY, CITY OR SPECIAL DISTRICT OFFICER OR EMPLOYEE?	No
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PRESENT EMPLOYER/OCCUPATION:	LACO Associates , Principal Planner
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SUMMARIZE YOUR INTEREST IN SERVING ON THE COMMISSION:	Please see attached.
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SUMMARIZE YOUR QUALIFICATIONS, INCLUDING EXPERIENCE, TRAINING, EDUCATION, OR BACKGROUND:	Please see attached.
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LIST COMMUNITY ACTIVITIES AND INTERESTS:	Please see attached.
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PROVIDE THREE REFERENCES (NAME AND PHONE):	Please see attached.
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Beth Burks LAFCo Application

SUMMARIZE YOUR INTEREST IN SERVING ON THE COMMISSION:

I am interested to serve as a LAFCo Commissioner because I understand the curial role that LAFCo plays in ensuring orderly development. As a planner by profession, I share the desire to see efficient delivery of services, and to encourage the preservation of open space and agricultural lands. I truly love the public process and appreciate the transparency LAFCo provides. I believe my skills and experience as a planner would be a good fit with the Commission and would allow me to critically and objectively evaluate items that come before the Commission for decision. I have an interest in making sure Municipal Service Reviews are up to date and believe they can guide districts in identifying constraints, needs and priorities. I am also interested in and prepared to work collaboratively with the other LAFCo Commissioners, LAFCo staff and the public.

SUMMARIZE YOUR QUALIFICATIONS, INCLUDING EXPERIENCE, TRAINING, EDUCATION, OR BACKGROUND:

My qualifications to serve on the Humboldt County LAFCo include over 15 years of involvement in local land use and environmental planning. I have both public and private sector experience. My core areas of expertise include entitlements, the California Environmental Quality Act, the Coastal Act, the Brown Act and the Public Records Act. I am familiar with writing and reviewing staff reports and the public meeting process.

I spent 8 years as a planner in the current planning division for the County of Humboldt. During this time, I worked on a variety of infrastructure projects including airport safety improvement projects, PG&E utility upgrades, and transportation improvements. I processed coastal development permits and other residential and use permits. All of these projects allowed me to consult regularly with community service districts and fire protection districts to determine service needs and capacity to serve specific development proposals. I also administered the Williamson Act Agricultural Preserve program.

For the last seven years I have been with LACO Associates and now serve as the planning director and principal planner. I am an owner and hold a seat on the LACO Board of Directors. During my time at LACO I have worked on many projects that have had LAFCo components. These include annexations for the City of Fortuna and City of Eureka and for The Southern Humboldt Community Health Care District. I have also worked with Community Service Districts on infrastructure improvements such as water main replacements and water storage tank replacements. I serve as an advisor to the Hopland Municipal Advisory Committee in Mendocino County where I advise on Brown Act compliance and public meeting procedures.

I have a BS from Humboldt State University in Natural Resources Planning. I am a Returned Peace Corps Volunteer having served in Peace Corps Nepal from 2002-2004.

LIST COMMUNITY ACTIVITIES AND INTERESTS:

I am currently a member of Redwood Coast Energy Authority's Community Advisory Committee.

I am part of the inaugural class of Leadership Eureka through the Greater Eureka Area Chamber of Commerce.

I have an interest in affordable housing and served as board president of Housing Humboldt, a local non-profit community housing development organization for over 10 years.

Beth Burks LAFCo Application

REFERENCES

Kevin Doble, Former Ukiah Mayor and Mendocino County LAFCo Commissioner	707-291-4924
John Ford, Humboldt County Planning Director	707-445-7541
Paul Rosenblatt, Westhaven Community Services District General Manager	707-677-0798

Elizabeth Burks, AICP

Planning Principal



Areas of Expertise

CEQA Compliance
California Coastal Act
Development and Entitlements
Conflict Resolution
Affordable Housing

Education

BS Natural Resources Planning, Humboldt
State University, Arcata, California

Continuing Education

Graduate course in Hazard Mitigation
Planning, Humboldt State University
Community Boards Style Mediation
Training Certificate, 30 hours
Training in community development
strategies, project design and
management, Nepali language and
cross-culture, Peace Corps Nepal

Registrations and Certifications

Certified Planner, American Institute of
Certified Planners (AICP)

Professional Memberships

Association of Environmental Professionals
American Planning Association

PROFESSIONAL EXPERIENCE

Ms. Elizabeth "Beth" Burks serves as a Principal Planner with specific expertise in CEQA and entitlements. She also serves as a Project Manager for municipal, non-profit, and private sector projects from entitlement through construction. She currently manages several municipal on-call contracts. Prior to joining LACO she was a Senior Planner with the County of Humboldt where she worked for 8 years. Her project experience includes infrastructure improvements (water, sewer, power, airports and roads.), affordable housing, government facilities, commercial proposals, coastal development, residential subdivisions, and development affecting sensitive species and habitats. She routinely prepares and presents written reports and oral testimony to decision makers such as Planning Commissions and Board of Supervisors. She has established positive and productive working relationships with project proponents, state agencies, local governments, service districts, and tribal governments. Ms. Burks' also has expertise in the Brown Act and Public Records Act.

Ms. Burks is an affordable housing advocate having served as Board Member and Board President of Housing Humboldt, a non-profit affordable housing provider, from 2005-2017. During her tenure Housing Humboldt build Humboldt County's first housing complex for individuals with mental illness that were also chronically homeless, in addition to completing home ownership opportunities through a housing land trust and rehabilitation of older housing complexes.

SELECT PROJECT EXPERIENCE

Wind Energy Project Planner – Humboldt County, California. Ms. Burks performed as the staff planner and project manager on behalf of the County of Humboldt for the Humboldt Wind Energy Project. This was a conditional use permit application that would have brought a 155MW wind energy facility to Humboldt County. Ms. Burks provided project management including coordination of the third party CEQA EIR consultant and staff planning services. The role included tribal and agency consultation, peer review of the EIR, and staff report writing. Ms. Burks presented at three planning commission hearings and the two-day Board of Supervisors hearings.

Mendocino County Contract Planner – Mendocino County, California. Ms. Burks performs duties as an extension of County staff. This includes drafting staff reports and CEQA Initial Studies for coastal development permits, minor subdivisions, major use permits, general plan amendments and zone reclassifications. Additionally, her duties included review of draft ordinances, review and assessment of items included in the Mitigation Monitoring and Reporting Programs of the

LACO

General Plan, development of procedural checklists for coastal development permit processing, and CEQA compliance.

Medical Cannabis Cultivation Regulation Ordinances Initial Study/Mitigated Negative Declaration – Mendocino County, California. The County of Mendocino retained LACO as their CEQA consultants to evaluate their Cannabis Cultivation Ordinance. This was a county-wide inland ordinance and the first attempt for Mendocino county to comprehensively regulate commercial cannabis. Ms. Burks was the Project Manager and the Initial Study lead-author. She worked closely with County Planning staff, the Agricultural Commissioner, and County Counsel to refine the ordinance, analyze impacts, propose mitigation, and present at public hearings. She continues to advise the County on CEQA compliance as they contemplate revisions to the Ordinance.

Hopland Municipal Advisory Council – Hopland, California. Ms. Burks serves as advisor to the Hopland Municipal Advisory Council. In this role she assisted with their charter and formation resolution. She continues to assist with strategic visioning, brown act compliance and group logistics.

PEP Housing – Ukiah, California. Ms. Burks is the project manager for PEP Housing's Sun House Senior Apartments, a 42-unit affordable senior housing complex. Ms. Burks served as lead planner for the project which required, a use permit, general plan amendment, zone reclassification, parcel merger, airport consistency determination and planned development permit. Ms. Burks presented the project before the Planning Commission and the City Council where it was unanimously approved. After approval Ms. Burks continued to serve as LACO project manager coordinating with the client, client's architect and LACO's engineering and survey team.

Shelter Cover Resort Improvement District #1 (RID) – Shelter Cove, California. Ms. Burks has assisted RID in planning efforts for water and wastewater related infrastructure improvements. This includes overseeing the preparation of a CEQA Initial Study and Coastal Development Permit for the replacement of 7 water storage tanks in conjunction with the preparation of a Preliminary Engineering Report (PER). Ms. Burks also served as the project manager for the RID wastewater recycling project which includes the preparation of a PER, and CEQA Initial Study, as well as application materials for Coastal Development Permit and Regional Water Quality Control Board master water recycling permit.

Humboldt County Planning Division Services – Eureka, California. In her position as a Senior Planner, Ms. Burks managed permit and CEQA compliance for a diverse workload of both short- and long-term development projects. She evaluated development proposals for compliance with General Plan, Local Coastal Plans, and Zoning Ordinances. Ms. Burks researched property history and constraints. She analyzed and summarized results and recommendations of technical studies such as traffic impact reports, noise studies, biological reports and wetland delineations, historic and archaeological resource reports, plans of operations, soils reports, and erosion and sediment control plans. She prepared environmental documents including Initial Studies, Mitigated Negative Declarations, and Mitigation Monitoring and Reporting Plans. She developed conditions of approval and mitigation measures to reduce project impacts, and she presented project recommendations to decision-making bodies and the public. Ms. Burks assisted with Housing Element implementation by drafting zoning ordinance language and conducting public meetings. Ms. Burks coordinated the Williamson Act/Agricultural Preserve program. Her projects included some of the following types:

- Utilities. PG&E substation upgrades and power line upgrades requiring a Coastal Development Permit and affecting coastal wetlands

Elizabeth Burks, AICP

Planning Principal

- Infrastructure. Coastal Development Permits for airport runway safety improvements, Caltrans road realignments, and geotechnical drilling for seismic safety
- Commercial. Retail developments incorporating of Low Impact Development strategies, traffic analysis, and noise attenuation
- Residential. Conditional use permits, coastal development permits, special permits for work within sensitive habitats, lot line adjustments, and minor subdivisions

Soil Conservation Extension Volunteer – Peace Corps, Nepal. Ms. Burks designed and conducted a participatory project evaluation involving more than 20 community groups. She compiled results and made recommendations to project managers. Ms. Burks assisted in developing a gender and equity audit for a watershed conservation project. She piloted surveys and led focus group discussions. She was the primary organizer of a three-day conference on the subject of income generation. She conducted visioning and project management workshops using the Appreciative Inquiry Approach for four community groups; results included school reconstruction projects and income generation activities. Ms. Burks trained Peace Corps Trainees in aspects of project monitoring and evaluation.