



## AGENDA ITEM 8A

**MEETING:** March 16, 2022  
**TO:** Humboldt LAFCo Commissioners  
**FROM:** Colette Santsche, Executive Officer  
**SUBJECT:** **Notice of Expiring Commissioner Terms**  
The Commission will receive a report identifying members whose elected terms of office are scheduled to expire in 2022. The report is being presented for information only.

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### 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 mail ballot processed by LAFCo, respectively. Appointments for the public seats are made by the other regular members. All LAFCo terms are four years.

### DISCUSSION

Humboldt LAFCo has five members whose terms of office are scheduled to expire in June 2022. These members are as follows:

Stephen Avis (city)  
Gordon Johnson (city alternate)  
Troy Nicolini (special district)  
David Couch (special district alternate)  
Skip Jorgensen (public alternate)

#### *City Member Selection:*

Staff has requested, by letter dated March 11, 2022 (Attachment B), that the City Selection Committee convene to make a new four-year appointment for each of the expiring terms. Since the City Selection Committee can't make advance appointments for terms that haven't expired yet (unless someone resigns or leaves the seat early), the meeting will likely be scheduled in mid-July to make these appointments.

#### *Special District Member Election:*

Staff initiated the mail ballot selection process for the opening special district terms with a call for nominations among the independent districts that was mailed on January 28, 2022 (Attachment C). Nominations are due to LAFCo by 5:00pm on Friday, April 8, 2022. Once nominations are received, staff will create and distribute a ballot no later than Friday, April 15, 2022.

*Public Member Selection:*

Staff has issued a news release soliciting applications for the opening public seat, with a Commission subcommittee holding interviews in May/June. The news release has been issued to multiple outlets throughout Humboldt County and posted to our website. In accordance with LAFCo policy, the subcommittee shall consist of one county, one city, and one district member. The subcommittee will review applications, interview candidates, and make a recommendation prior to the Commission voting on the alternate public member appointment at its July meeting. Staff requests that the subcommittee be appointed so that coordination efforts can take place over the next several months.

**RECOMMENDATION**

Staff recommends the Commission designate a special committee consisting of one county, one city, and one district member for purposes of reviewing applications, interviewing candidates, and making a recommendation for the appointment of a regular public member to serve on LAFCo. The Commission is invited to discuss the item and provide direction to staff as needed.

***Attachments***

Attachment A: Current LAFCo Membership and Terms

Attachment B: City Member Selection Request Letter

Attachment C: Special District Call for Nominations

Attachment D: Public Member Press Release

**ATTACHMENT A**  
**Current LAFCo Membership and Terms**

<b>Member</b>	<b>Designation</b>	<b>Appointed</b>	<b>LAFCo Term (June 30)</b>
Michelle Bushnell	Regular/County	1/11/2022	By Annual appointment
Virginia Bass	Regular/County	1/11/2022	By Annual appointment
Mike Wilson	Alternate/County	1/11/2022	By Annual appointment
Mike Losey	Regular/City	1/28/2021*	2020-2024
Stephen Avis	Regular/City	2/21/2019*	2018-2022
Gordon Johnson	Alternate/City	3/4/2021*	2018-2022
Debra Lake	Regular/District	7/01/2020	2020-2024
Troy Nicolini	Regular/District	4/11/2018	2018-2022
David Couch	Alternate/District	4/11/2018	2018-2022
Ali Lee	Regular/Public	7/15/2020	2020-2024
Skip Jorgensen	Alternate/Public	7/18/2018	2018-2022

*\*Members were appointed to serve remainder of unexpired terms*



**Date:** March 11, 2022  
**To:** Mayor Susan Seaman, Chair  
 Mayor City Selection Committee of Humboldt County  
**From:** Colette Santsche, Executive Officer  
**Subject:** **Request for City Member Appointments to LAFCo**

Humboldt LAFCo has upcoming vacancies on its Commission and is requesting a meeting of the Mayor Selection Committee for purposes of appointing one regular and one alternate city member to begin new four-year terms ending June 30, 2026. A current listing of the city members appointed to LAFCo is provided below.

**Current City Members on LAFCo**

Designation	Current Member	Term Expiration
Regular Member	Mike Losey, City of Fortuna	June 30, 2024
Regular Member	Stephen Avis, City of Ferndale	June 30, 2022
Alternate Member	Gordon Johnson, City of Rio Dell	June 30, 2022

In accordance with California Government Code Section 56335, the Mayor City Selection Committee is responsible for appointing regular and alternate city members to LAFCo. Interested mayors or city council members may provide letters of interest or other pertinent information for consideration by the Committee.

Humboldt LAFCo is an independent commission created by the State Legislature to encourage the orderly growth and development of local agencies. LAFCo's mission is to facilitate changes in local governmental structure and boundaries that foster orderly growth and development, promotes the efficient delivery of services, and encourages the preservation of open space and agricultural lands. LAFCo seeks to be proactive in raising awareness and building partnerships to accomplish this through its special studies, programs, and actions.

The Commission is composed of seven regular commissioners: two county supervisorial members, two city council members, two special district members, and one public member, with an alternate for each category. LAFCo meets on the third Wednesday of odd numbered months at 9:00 a.m. in the Humboldt County Board of Supervisors Chambers. During the state of emergency, the Commission has elected to meet via Zoom webinar. However, the Commission may return to in-person or hybrid meetings in the future. Commissioners receive a \$20 per diem stipend and mileage reimbursements (for in-person meetings) to help defray the costs of attending meetings.

If you have any questions, please contact the LAFCo office at 707-445-7508 or email [colettem@humboldtlafo.org](mailto:colettem@humboldtlafo.org).

cc: Kathy Hayes, Humboldt County Clerk



Date: January 28, 2022  
To: Board of Directors of Independent Special Districts  
From: Colette Santsche, LAFCo Executive Officer  
**Subject: Call for Nominations for District Members to serve on LAFCo**

The term of office for one regular and one alternate special district member on LAFCo expires on June 30, 2022. All terms are four years and end on June 30. There are no term limits.

### Current Special District Terms

Designation	Current Member	Term of Office (ends on June 30)
Regular Member	Debra Lake, Fruitland Ridge Fire Protection District	2020 - 2024
Regular Member	Troy Nicolini, Peninsula Community Services District	2018 - 2022
Alternate Member	David Couch, McKinleyville Community Services District	2018 - 2022

The basic process for selecting special district members to LAFCo is set forth in Government Code Section 56332, which provides for a meeting to be convened among representatives from each of the 48 independent special districts in Humboldt County, unless the Executive Officer determines that a meeting is not feasible. Based on Government Code Section 56332, it has been determined that a meeting of this "Independent Special District Selection Committee" for the purpose of selecting a special district member is not feasible due to the likelihood that a quorum would not be achieved. As such, both the nominating process and the election itself will be conducted by mail.

Your district is encouraged to participate in this election process. A schedule is enclosed together with a list of the 48 independent special districts in Humboldt County that are eligible to participate. If your district wishes to nominate a Board member to be a candidate for the LAFCo district member and/or alternate member, the nomination procedures are as follows:

1. Each district may nominate two people – one for the Regular Member seat and one for the Alternate Member seat. Nominees must be board members, not staff.
2. All nominations must be accompanied with a completed nomination form approved by a majority of your Board (enclosed).
3. A candidate information form (enclosed) or a letter of interest and qualifications may be submitted with the nomination. This is voluntary and will be kept on file at the LAFCo offices to be made available upon request. It will not be distributed with the ballots.
4. All nomination materials must be returned to Humboldt LAFCo, 1125 16<sup>th</sup> Street, Suite 202, Arcata, CA 95521, or emailed to the Executive Officer (colettem@humboldtlafo.org).
5. Upon receipt of nominations, LAFCo will prepare and send a ballot to each district. The ballot will state the return date and how successful candidates will be notified.

**The deadline for submitting nominations is Friday, April 8, 2022.** Any nomination that is submitted after the deadline will not be considered.

General information about LAFCo is available at the Humboldt LAFCo website at [www.humboldtlaftco.org](http://www.humboldtlaftco.org). The Commission is comprised of seven regular and four alternate members representing the county, cities, independent special districts, and general public. All terms are four years and end on June 30. Regular meetings are held at 9:00 a.m. on the third Wednesday of odd numbered months in the Humboldt County Board of Supervisors Chamber, with special meetings held as needed. Meetings are currently being held via Zoom webinar while a state of emergency still exists due to the Covid-19. However, the Commission may elect to return to in-person or hybrid meetings in the future.

If you have any questions, please contact LAFCo staff at 707-445-7508.

### Election Schedule

LAFCo call for nominations letter mailed	Friday, January 28, 2022
Nominations due to LAFCo	By 5:00 p.m., Friday, April 8, 2022
Ballots mailed from LAFCo via certified mail	No later than Friday, April 15, 2022
Election Day – Ballots due to LAFCo	By 5:00 p.m., Friday, June 24, 2022
Election results mailed from LAFCo	No later than Monday, June 30, 2022

### Independent Special Districts

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| <ul style="list-style-type: none"> <li>Big Lagoon Community Services District</li> <li>Briceland Community Services District</li> <li>Carlotta Community Services District</li> <li>Fieldbrook-Glendale Community Services District</li> <li>Humboldt Community Services District</li> <li>Loleta Community Services District</li> <li>Manila Community Services District</li> <li>McKinleyville Community Services District</li> <li>Miranda Community Services District</li> <li>Orick Community Services District</li> <li>Orleans Community Services District</li> <li>Palmer Creek Community Services District</li> <li>Patrick Creek Community Services District</li> <li>Peninsula Community Services District</li> <li>Phillipsville Community Services District</li> <li>Redway Community Services District</li> <li>Riverside Community Services District</li> <li>Scotia Community Services District</li> <li>Weott Community Services District</li> <li>Westhaven Community Services District</li> <li>Willow Creek Community Services District</li> </ul> | <ul style="list-style-type: none"> <li>Arcata Fire Protection District</li> <li>Blue Lake Fire Protection District</li> <li>Briceland Fire Protection District</li> <li>Bridgeville Fire Protection District</li> <li>Ferndale Fire Protection District</li> <li>Fruitland Ridge Fire Protection District</li> <li>Garberville Fire Protection District</li> <li>Humboldt No. 1 Fire Protection District</li> <li>Kneeland Fire Protection District</li> <li>Myers Flat Fire Protection District</li> <li>Petrolia Fire Protection District</li> <li>Redway Fire Protection District</li> <li>Rio Dell Fire Protection District</li> <li>Telegraph Ridge Fire Protection District</li> <li>Willow Creek Fire Protection District</li> </ul> |
| <ul style="list-style-type: none"> <li>Alderpoint County Water District</li> <li>Hydesville County Water District</li> <li>Jacoby Creek County Water District</li> <li>Humboldt Bay Municipal Water District</li> <li>Garberville Sanitary District</li> <li>Resort Improvement District No. 1</li> </ul>  | <ul style="list-style-type: none"> <li>Humboldt Bay Harbor, Recreation and Conservation District</li> <li>Humboldt County Resource Conservation District</li> <li>North Humboldt Recreation and Park District</li> <li>Southern Humboldt Community Healthcare District</li> <li>Fortuna Cemetery District</li> <li>Petrolia Cemetery District</li> </ul>  |



## PRESS RELEASE

### NOTICE OF VACANCY

#### PUBLIC MEMBER

The Humboldt Local Agency Formation Commission (LAFCo) invites interested persons to apply for the position of alternate public member on the Commission. The alternate public member fully participates in the discussion and deliberation at LAFCo meetings. The alternate public member is also expected to vote in place of the regular public member at meetings during which the regular public member is absent or otherwise excused. LAFCo meetings are held at least six times per year on the third Wednesday of odd-numbered months in the Board Chambers at the County Courthouse in Eureka or virtually as necessary during the state of emergency. The four-year term for the alternate public member runs through June 30, 2026.

LAFCo is an independent government agency created in each county by the California State Legislature in 1963. LAFCo is responsible for facilitating changes in local governmental structure and boundaries that fosters orderly growth and development, promotes the efficient delivery of services, and encourages the preservation of open space and agricultural lands. Most notably, this includes approving or disapproving boundary change proposals, such as annexations and detachments, consistent with adopted spheres of influence for cities and special districts.

The alternate public member must be a resident of Humboldt County. No person may serve as the alternate public member of LAFCo who at the same time is an officer or employee of a local public agency or who is a member of a public board, commission, or committee that has the authority to make advisory or final decisions on matters relating to land use or the provision of services.

To obtain an application, please visit LAFCo's website at [www.humboldtlaaco.org](http://www.humboldtlaaco.org) or call 707-445-7508. A completed application form must be returned to the LAFCo Office no later than 5:00 p.m. on June 17, 2022. LAFCo will consider the appointment of the alternate public member at its meeting on July 20, 2022. For additional information, please contact [krystleh@humboldtlaaco.org](mailto:krystleh@humboldtlaaco.org).

***Humboldt LAFCo will be considering the appointment of a public member to serve on the Commission through June 30, 2026. The alternate member fully participates in the discussion and deliberation at LAFCo meetings and votes in the event the regular public member is absent or otherwise excused.***