



Mission statement of McKinleyville Community Services District:
"McKinleyville Community Services District provides authorized services fundamental to the health and well-being of the community."

**NOTICE IS HEREBY GIVEN THAT A SPECIAL MEETING OF THE
MCKINLEYVILLE COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS AND
THE MCKINLEYVILLE MUNICIPAL ADVISORY COMMITTEE (MMAC)
WILL BE HELD**

WEDNESDAY, October 23, 2024 AT 6:00pm

**LOCATION: AZALEA HALL
1620 Pickett Road
McKinleyville, California**

Or

TELECONFERENCE Via ZOOM & TELEPHONE:

**Use ZOOM MEETING ID: 859 4543 6653 (<https://us02web.zoom.us/j/85945436653>) or DIAL
IN TOLL FREE: 1-888-788-0099 (No Password Required!)**

To participate in person, please come to Azalea Hall.

To participate by teleconference, please use the toll free number listed above, or join through the internet at the Zoom App with weblink and ID number listed above, or the public may submit written comments to the Board Secretary at: comments@mckinleyvillecsd.com up until 4:30 p.m. on Tuesday, October 22, 2024.

All Public Comment received before the above deadline will be provided to the Board at 9 a.m. on Wednesday, October 23, 2024 in a supplemental packet information that will also be posted on the website for public viewing.

AGENDA
6:00 p.m.

A. CALL TO ORDER

- A.1 Roll Call
- A.2 Pledge of Allegiance
- A.3 Approval of the Agenda

B. PUBLIC COMMENT AND WRITTEN COMMUNICATIONS

Any person may address the Board at this time upon any subject not identified on this Agenda but within the jurisdiction of the McKinleyville Community Services District; however, any matter that requires action will be referred to staff for a report of action at a subsequent Committee or Board meeting. As to matters on the

Agenda, an opportunity will be given to address the Board when the matter is considered. Comments are limited to 3 minutes. Letters should be used for complex issues.

C. CONTINUED AND NEW BUSINESS

- | | | |
|-----|---|--------------|
| C.1 | Adopt Proclamation in Appreciation of Kevin Dreyer for His 12 Years Of Service to the Community of McKinleyville as a Member of the McKinleyville Municipal Advisory Committee (MMAC)
(6:05-6:10 pm) | P. 3 |
| | Attachment 1 – Proclamation | P. 5 |
| C.2 | Discussion of the Town Center Ordinance
(6:10-6:45 pm) | P. 7 |
| C.3 | Discussion of the Exploration of Incorporation of McKinleyville
(6:45-7:05 pm) | P. 9 |
| C.4 | Discussion of Status of McKinleyville Community Forest
(7:05-7:20 pm) | P. 11 |
| | Attachment 1 – Community Forest Trails Map | P. 15 |
| C.5 | Discussion of The Role of MMAC and the Relationship Between MMAC and MCSD in Governance of McKinleyville
(7:20-7:35 pm) | P. 17 |

D. ADJOURNMENT

Posted 5:00 pm on October 18, 2024

Pursuant to California Government Code Section 54957.5, this agenda and complete Board packet are available for public inspection on the web at McKinleyvillecsd.com/minutes or upon request at the MCSD office, 1656 Sutter Road, McKinleyville. A complete packet is also available for viewing at the McKinleyville Library at 1606 Pickett Road, McKinleyville. If you would like to receive the complete packet via email, free of charge, contact the Board Secretary at (707)839-3251 to be added to the mailing list.

McKinleyville Community Services District will, on request, make agendas available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact the Board Secretary at (707) 839-3251. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements for accommodations.

MCSD/MMAC Joint Meeting

BOARD OF DIRECTORS

October 23, 2024

TYPE OF ITEM: **ACTION**

ITEM: C.1 **Adopt Proclamation in Appreciation of Kevin Dreyer for His 12 Years of Service to the Community of McKinleyville as a Member of the McKinleyville Municipal Advisory Committee (MMAC)**

PRESENTED BY: **Kevin Jenkins, MMAC Vice Chair**

TYPE OF ACTION: **Roll Call**

Recommendation:

Staff recommends that MCSD Board and MMAC review the information provided, discuss, take public comment, and Adopt the Proclamation proclaiming appreciation of Kevin Dreyer for his 12 years of service to the community of McKinleyville as a member of the McKinleyville Municipal Advisory Committee (MMAC).

Discussion:

When the MMAC was formed in 2012, one of its original appointees was Kevin Dreyer. After 12 years of continuous service, which included three plus years of hard work on the draft Town Center Ordinance, Mr. Dreyer has decided it is time to pass the torch to a new MMAC appointee. Please join us in proclaiming appreciation for Mr. Dreyer's 12 years of service to our community.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 - Proclamation

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Proclamation

-In Appreciation of -

Kevin Dreyer

For his 12 Years of Service to the Community of McKinleyville
as a Member of the McKinleyville Municipal Advisory Committee

Whereas, Kevin Dreyer was one of the original Humboldt County Board of Supervisors appointees to the McKinleyville Municipal Advisory Committee (MMAC) when it was first organized in 2012, and

Whereas, over the past 12 years he has served, at times as Chair, as a reliable and valuable member of the MMAC, and

Whereas, he applied his wisdom as a property owner and business owner in McKinleyville, as well as his heart for building community throughout his tenure, and

Whereas, he has been an invaluable resource of institutional knowledge thanks to his long years of service on the MMAC, and

Whereas, alongside fellow MMAC members, worked tirelessly, putting in many long hours during the years that the MMAC worked on the draft Town Center Ordinance to create a more vibrant community, and

Whereas, the MMAC and the McKinleyville Community Services District (MCSD) stand together to bring a united voice to County issues effecting the community of McKinleyville.

Now, therefore, we, Scott Binder, President of the MCSD Board of Directors and Lisa Dugan, Chair of the MMAC, do hereby recognize and proclaim appreciation Kevin Dreyer for his 12 years of service to the community of McKinleyville as a Member of the McKinleyville Municipal Advisory Committee.

Dated this 23rd day of October, 2024

Scott Binder, MCSD Board President

Lisa Dugan, MMAC Chair

Attest

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MCSD/MMAC Joint Meeting

BOARD OF DIRECTORS

October 23, 2024

TYPE OF ITEM: **INFORMATION**

ITEM: C.2 **Discussion of the Town Center Ordinance**

PRESENTED BY: **Scott Binder, MCSD Board President**
 John Ford, Humboldt County Director of Planning and Building

TYPE OF ACTION: **None**

Recommendation:

Staff recommends that the Boards review the information provided, discuss, take public comment and participate in the presentation.

Discussion:

The Draft Town Center Ordinance has been approved by the McKinleyville Municipal Advisory Committee (MMAC). The next step in the process is the preparation of an Environmental Impact Report (EIR) on the Ordinance. The County is in the process of completing the EIR, which has included a traffic study.

Humboldt County Planning and Building Director John Ford is joining us this evening to provide an update on this ongoing process.

Alternatives:

Take Action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

Not applicable

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MCSD/MMAC Joint Meeting

BOARD OF DIRECTORS

October 23, 2024

TYPE OF ITEM: **INFORMATION**

ITEM: C.3 **Discussion of the Exploration of Incorporation of McKinleyville**

PRESENTED BY: **Kevin Jenkins, Chair of McKinleyville Incorporation Exploration Subcommittee of MMAC**

TYPE OF ACTION: **None**

Recommendation:

Staff recommends that the Boards review the information provided, discuss, take public comment and participate in the presentation.

Discussion:

The MMAC established a McKinleyville Incorporation Exploration Subcommittee (MIESC) in 2023 with the goal of providing a non-biased exploration of what it would take for McKinleyville to incorporate as a city. Since that time, the MIESC has been meeting monthly to attempt to gather cost and technical information to be used to educate the subcommittee and public around incorporation. The MIESC has made important progress along these lines. The subcommittee has continued to work closely with Colette Sanstche, Executive Director of Humboldt County Local Agency Formation Committee (LAFCo), to understand the steps in the process towards incorporation. Collaboration has also continued with Josh Zender, Professor of Economics at Cal Poly Humboldt, for the gathering of economic data related to the relationship between the County and McKinleyville and the pursuit of grant funding to assist in the preparation of an Initial Feasibility Analysis.

The Initial Feasibility Analysis (IFA) would include a more detailed analysis of costs and feasibility of an incorporated McKinleyville. The Initial Feasibility Analysis would also be necessary to accompany an application for incorporation to be submitted to LAFCo. Obtaining funding for this analysis, whether through donation or grants, continues to be an ongoing task for the MIESC.

The MIESC is in the beginning stages of conducting periodic surveys of the community to gain knowledge of what residents would like to see in an incorporated McKinleyville and to help assist in education around the incorporation process.

The gathering of data to inform the IFA and surveying will continue into 2025.

Alternatives:

Take Action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

Not applicable

MCSD/MMAC Joint Meeting

McKinleyville Community Forest Committee

October 23, 2024

TYPE OF ITEM: **INFORMATION**

ITEM: C.4 **Discussion of Status of McKinleyville Community Forest**

PRESENTED BY: **Kirsten Messmer, Parks & Recreation Director**

TYPE OF ACTION: **None**

Recommendation:

Staff recommend that the MCSD Board and MMAC review the information, listen to a presentation by District Staff, discuss, and take Public comment on the McKinleyville Community Forest progress update.

Discussion:

The District closed on the Community Forest land at the beginning of 2024. This was a huge accomplishment, but was just the beginning of establishing a Community Forest, and now the real work begins.

As these Boards are aware, the District acquired 599 acres of Community Forest land from Green Diamond Resource Company. The acquisition was funded by a \$3.8M grant from the State of California, Natural Resources Agency. The MCSD Board agreed to open up the land to recreational activities immediately after acquiring it, and Staff has been running to catch up ever since.

The second major accomplishment this spring was the establishment of the McKinleyville Community Forest Committee and drafting the Rules & Regulations regarding the Forest. The Community Forest Committee consists of two MCSD Board Members, four MCSD Staff members, a MMAC Representative, a PARC Representative and nine McKinleyville Community Members. Committee meetings are the third Tuesday of each month at 5:30 at Azalea Hall. The Committee has also established two Subcommittees, a Forest Management Plan & Funding/Budgeting Subcommittee, and a Trails, Infrastructure, Cleanup & Security Subcommittee (TICS). The FMP Subcommittee meets the first Tuesday of each month at 4:30 at the District Office. The TICS Subcommittee meets the fourth Tuesday of each month at 5:00 at the District Office.

In addition, District staff has completed, or is currently working on, the following tasks since taking ownership of the land in February:

1. County Road signs - Staff requested Humboldt County Public Works install 35 mph signs (County suggested speed) on the east and west sides of the parking area off Murray Road, in an attempt to slow down traffic and increase the safety of vehicles entering or leaving the parking area. MPH signs were

installed along with McKinleyville Community Forest Signs. The District did a cost share with County on these signs.

2. Parking lot grading - MCSD Staff leveled the ground and placed gravel at the Murray Road parking lot to improve the temporary parking lot off of Murray Road. This is a temporary fix until funding allows for a larger and more permanent parking area to accommodate horse trailers, etc. Staff also installed an automatic gate off of Murray Road into the parking lot. The gate is programmed to open each morning at 7:30 and close at sunset. Vehicles that are inside the parking lot when the gate closes will be able to still get out. There is also a temporary gate approximately 100-feet inside the property at the Murray Road parking lot, prior to where Green Diamond logging roads fork. This was installed as a temporary gate to allow people to park inside the main entry gate and prevent them from driving onto the logging roads. The temporary gate will be removed once Green Diamond installs two additional gates on each side of the fork.
3. Trail Maps - Staff has GPS located the existing main trails and has transferred that data onto a map (See **Attachment 1**). Staff then assigned a QR Code to the map to allow for a direct link to the interactive map. This map is available on the District website, along with a form that will allow the Public to report and locate any issues within the Forest.
4. Signage - Location signs were developed to put at major trail crossings to educate users of their current location and which direction to go to reach their destination. The “You are Here” signs are installed. “No Camping, No Motorized Vehicles, etc.” and other “Rules” signs were also installed at the Murray Road parking lot and have been ordered to install at other entrance points to the Forest. The Mountain Bike Tribal Trails Alliance (MBTTA) has also been working on obtaining signage for mountain bike and multiuse trails.
5. Grants –
 - a. MCSD is working with Green Diamond and the Humboldt County Resource Conservation District (HCRCD) on a Vegetation Treatment Project (CalVTP) grant for Green Diamond and Community Forest land. A Technical Assistance grant was obtained from CalFire to have Ascent, a consulting firm, assist with the development of the Project Specific Assessment (PSA). The PSA will then be used to develop the CEQA documents. HCRCD and MCSD will be the lead agency for CEQA. Green Diamond and MCSD are also pursuing a CalFire Forest Health Grant to implement the VTP, which will consist of establishing firebreaks on the boundaries of the forest and thinning vegetation at points within the forest.
 - b. MCSD is also working with BBW & Associates to obtain a California Forest Improvement Project grant to help fund the completion of the Forest Management Plan

- c. MCSD is also pursuing a Technical Assistant Grant from the North Coast Resource Partnership to obtain a Regional Forest & Fire Capacity Grant to complete the Forest Management Plan.
6. Helipad and Fire Access – GDRC has been working on establishing a helipad in the area. They have identified a location and MCSD will work with them to develop the area as necessary. We have also provided the trail maps to Arcata Fire District Staff and Fire District Staff took their side-by-side out to get familiar with the roads/trails they can access with it.

Alternatives:

Not applicable.

Fiscal Analysis:

Not applicable.

Environmental Requirements:

Not applicable.

Exhibits/Attachments:

Attachment 1 – Community Forest Trails Map

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Hard Copy Trail Map

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McKinleyville Community Services District

BOARD OF DIRECTORS

October 23, 2024

TYPE OF ITEM: **INFORMATION**

ITEM: C.5 **Discussion of Bringing McKinleyville’s Voice to County Issues**

PRESENTED BY: **Scott Binder, MCSD Board President**

TYPE OF ACTION: **None**

Recommendation:

It is recommended that the MCSD Board of Directors and members of the MMAC engage in a discussion on bringing McKinleyville’s voice to county issues. This item has been scheduled for a length of 15 minutes.

Discussion:

As the MMAC and MCSD board are aware, McKinleyville is the third largest community in Humboldt County. With a population of roughly 17,000, McKinleyville makes up over 12% of the county’s population. McKinleyville is an unincorporated, census designated place, and many public services are under the County’s purview (building and planning, roads, stormwater management, law enforcement etc.)

Considering large incoming projects that will have county-wide implications (offshore wind, Nordic Aquafarms, Cal Poly Humboldt, etc.), a rapidly changing economy, and McKinleyville specific issues involving County oversight (consideration of incorporation, McKinleyville Town Center, traffic circulation, etc.) it is critical that the McKinleyville community be heard at the County level.

What role can MMAC and MCSD play together to ensure McKinleyville’s voice is heard?

Alternatives:

Take Action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

Not applicable