



## South County Area Municipal Advisory Council (SCMAC)

**MEETING MINUTES May 19, 2021**

Pursuant to Governor Gavin Newsom's Executive Order pertaining to the convening of public meetings in response to the COVID 19 pandemic, the SCMAC hereby provides notice that it will hold its regular meeting of the SCMAC members virtually per Zoom.

Date: Wednesday May 19, 2021

Time: 5:30 p.m.

Place: Join Zoom Meeting

<https://us02web.zoom.us/j/88425805281?pwd=TGdiVDNKVkVhQWpKMlIDbmlvRjlHZz09>

Meeting ID: 884 2580 5281

Passcode: 815728

Or participate by phone during the meeting at 1-669-900-9128; \*815728#

(\*6 to Mute/Un-Mute; \*9 to Raise Hand)

### Members Present:

- Brian Hamilton, Member
- Erin Sullivan, Member
- Jake Jacobson, Member
- James Mathias, Member
- Jon Shilling, Member
- MaryJane Huenergardt, Member
- Tony Gosalvez, Member
- Vickie Hawkins, Member
- William Checkvala, Member
- Dallan Packard, Alternate Member
- Gloria Siegle, Alternate Member – Gloria was unable to connect her microphone so the other MAC members could not hear here; however, staff confirmed she could hear and was present during the meeting.

### 1. Call to Order

The meeting was called to order at 5:33pm by Supervisor Scofield serving as the acting Chair. Supervisor Scofield led the pledge of allegiance.

Staff called the roll and confirmed that everyone was in attendance. It was noted that Gloria Siegle was in attendance but unable to use her microphone. Staff worked with her and determined that her computer configuration was not working and attempted to work with her directly.

### 2. Oath of Office

Supervisor Scofield led the Oath of Office and confirmed that the oath of office was required for voting. Supervisor Scofield requested that everyone raise their right hand and repeat the oath of office after him swearing to “support and defend the constitution of the United States and the constitution of the state of California against all enemies, foreign and domestic, and that they will bear true faith and allegiance to the constitution of the United States and the constitution of the State of California and that they take the obligation freely without mental reservation or purpose of evasion and that they will well and faithfully discharge the duties they are discharged.” All participated and completed their Oath of Office.

### 3. Public Comment

Supervisor Scofield noted that the SC MAC was a Brown Act Body and opened public comment.

There was no public comment.

### 4. Group Ice Breaker

Supervisor Scofield outlined to help allow the MAC members to introduce themselves, that the group would be doing a small ice breaker. Each member was given two minutes to tell them who they are, some background and something that others may not know about them.

Supervisor Scofield introduced himself first. He outlined that he has been the Supervisor of the 2<sup>nd</sup> district since 2009 and was serving his fourth term. He noted that he was the former CEO of the Fairgrounds and that he attended the first class of Nevada Union High School after being located to its current location on Ridge Road in 1962.

Brian Hamilton introduced himself. He noted that he is originally from Indiana and has been living in the area for the last 20 years and working at the Union for the last decade. He noted that he enjoys doing yard work.

Erin Sullivan introduced herself and outlined that she moved to the area 7 years ago from Sacramento. She works for the State of California via appointment by the Governor and confirmation by the Legislature. She has been involved with the Friendship Club and is excited to serve on the MAC. She noted that she graduated the same high school and college that her mother did.

Jake Jacobson introduced herself. She noted that she moved to the area and has lived in the South County the area when all roads were dirt. She noted that she remembers when Magnolia opened for the first time and why it is themed after rattlesnakes. She explained that she has had a career doing Parks and Recreation including working for the City of Davis and Grass Valley. She also worked with Senior Services. She noted that she is in Nashville Tennessee.

James Mathias introduced himself. He was born and raised in the area. He noted that he has been very involved in the Bear River Highschool program and that he works for Cal FIRE. He shared that most people do not know about his strong enthusiasm for high school football.

Jon Shilling introduced himself. He noted that he was born in Michigan and grew up in California in Sonoma County. He worked largely in the construction and agriculture industry. He now owns his own seed company and moved up to the area with his wife. He has a daughter and has been involved in horses and is a long-distance runner. He noted that he met his wife through Ride and Tie.

MaryJane Huenergardt introduced herself. She has lived in Nevada County for 8 years in south county. She volunteers with the YMCA, Rotary and League of Women Voters of Nevada County. Until recently, she worked as the Development Director of Yuba River Charter School. She loves to paint and loves to run. She also loves to sail. She used to live in Nashville and her initial career path was in music.

Tony Gosalvez introduced himself and that he has been living in the area for over 40 years since the early 1980s. He bought Century 24 and was the owner until 2010. He was a part of the original Higgins Area Plan Advisory Committee and is very active in the community.

Vickie Hawkins introduced herself. She noted that she is originally from the Bay Area and is one of the first residents to locate to Dark Horse. She noted that she worked for Chevron for over 23 years in finance. She is very passionate about dogs and loves golf and baseball.

William Checkvala introduced himself and noted that MAC members can call him Bill. He noted that he lives in Golden Oaks. He explained that he is very excited to be involved in the SCMAC and that change is coming. He noted that he is from Wisconsin and has an accent.

Dallan Packard introduced himself. Dallan noted that he moved to the area from New Zealand about 4 years ago. He noted that he is a chiropractor and owns property in the area and is excited about the opportunity to participate. He noted that he plays guitar and sings.

Gloria Siegle was unable to introduce herself because of her microphone was not working. Supervisor Scofield noted that she was a part of the original Higgins Area Plan Advisory Group.

Supervisor Scofield also introduced Monty East and noted that he will be serving as an advisor to Supervisor Scofield.

## 5. SCMAC Introduction & Overview Presentation

County Staff, Jeffrey Thorsby, provided a presentation overview of the SAC MAC. He provided a background overview of the SCMAC including its purpose, an overview of its bylaws, expectations, and some available resources to the SCMAC. Some highlights of the presentation included:

- Background Overview
  - Nevada County General Plan Land Use Policy 1.4.3 establishes Area Plans
    - “Village Centers intended to provide for the development of new centers to provide a focus within *Community Regions*... Area Plans are supporting land

use policy documents that complement and assist in the further implementation of the General Plan...”

- 5 Area Plans: Penn Valley Area (2020), Loma Rica Industrial Area (2008), North San Juan Area (2010), Soda Spring’s Area (2016), and Higgins Corner Area (2000)
- CA Gov Code §31010
  - Allows the Board of Supervisors of any county by resolution to establish and provide funds for the operation of a municipal advisory council for any unincorporated area in the county to advise the board on such matters which relate to that area as may be designated by the board concerning services which are or may be provided to the area by the county or other local governmental agencies, including but not limited to advice on matters of public health, safety, welfare, public works, and planning.
- First Established Nevada County MAC (2017): Penn Valley Area MAC
  - Provided a pivotal role in the development of the updated Penn Valley Area Plan in 2019-2020
    - Providing Formal Input
    - Conducting Community Outreach throughout the process
- Penn Valley Area Plan Success Story
  - Capturing the vision of the community through a combination of community-wide meetings and leveraging the use of a MAC as a formal mechanism for input and outreach ensured success
- SC MAC Purpose
  - Review and make recommendations to the District II Supervisor, Planning Commission and Board of Supervisors regarding the development, passage and implementation of the Higgins Area Plan
  - Serve as a conduit to promote community involvement, and garner community input throughout the Higgins Area Plan planning process.
  - Area of Responsibility:
    - Supervisorial District II
    - Note: Higgins Area Plan Boundaries are different

Discussion ensued regarding the boundaries of the SCMAC. Mr. Thorsby noted that the SCMAC boundaries are different than the boundaries of the Higgins Area Plan. Supervisor Scofield noted that the boundaries for the Higgins Area Plan will incorporate new areas of the South County Area and will be established with the SCMAC’s direct input during the process. Conversely, the SCMAC boundaries are the entire Supervisorial District II area to allow for broad participation. Further discussion ensued regarding the history of the boundaries and the role of the original Higgins Area Plan Advisory Group.

- Members
  - 9 Regular members
  - 2 Alternate Members
- Membership Term:

- Duration of the SC MAC until sunsets and dissolves upon the adoption of the Higgins Area Plan
- Meetings:
  - Meet at least quarterly & establish regular meeting place and time
- Officers:
  - Chair & Vice Chair
- Designated Power & Duty:
  - Advisory Only
- Bylaws Summary
  - Ratified by the Board via Resolution 21-035
  - Sections Include
    - Statement of Purpose
    - Definitions
    - Scope of Authority
    - Organization
    - Membership – Note on Alternate Members
    - “Alternate members shall have all the same duties and responsibilities as regular members except for their ability to vote unless another MAC member is not present. The Chair shall select the applicable alternate(s) as follows:
      - If a member is missing, then an alternate may vote in the absence of the member. The first time that an alternate is used within the calendar year, the Chair shall select the alternate based on alphabetical order of the last name of the alternates. Thereafter, the alternate selected by the Chair shall rotate between the two alternates.
      - If two members are missing, then both alternates may vote in the absence of the members
    - Conduct of Business: Quorum, Meeting & Opening Meeting, Conflict of Interest Protocols
    - Ad Hoc Committees
    - Amendments

Mr. Thorsby noted that Staff will be working on an amendment to the Bylaws but that the alternates may be able to participate in every way as the regular members except for voting. He explained that if a member is not present, that an alternate may then vote and explained that the method of selecting which alternate for voting will be via alphabetical and rotate on an ongoing basis.

- Expectations
  - Form 700 Filings (initial, annual, final)
  - Ethics Training (biennial)
  - Be Prepared to Participate
  - Be Respectful
  - Notify the Chair/Staff of excused absences
  - Conduct Community Outreach as applicable

- Adhere to Bylaws

Mr. Throsby went over the enclosures of the SCMAC Binder and Packets made for each SCMAC member that included:

- Agenda
- Roster
- Bylaws
- Forming Resolutions
- Higgins Area Plan \* Applicable docs
- Reference Resources
- Nevada County General Plan Section 2: Community Development
- Brown Act
- Other Resources available to SCMAC members include:
  - MyNevadaCounty.com
  - Planning Department Website
  - ADUs, zoning & parcel info, Zoning Ord., Land Use & Development Cods, General Plan, Area Plans, Design Guidelines
  - My Neighborhood GIS Map Tool
  - Launching website page within the month
  - Staff (Planning, PWs, Building, BOS, COB, etc.)
  - Community

Some discussion ensued regarding resources and what lessons can be learned from the Penn Valley Area MAC on their perspective and experience of developing the Penn Valley Area Plan. Supervisor Scofield noted the former Chair of the PVMAC, Mike Mastrodonato, now serves on the Nevada County Area Plan and that Staff would reach out to see if he could meet with the SCMAC.

Discussion also ensued regarding who the point of contact should be for questions regarding the Brown Act and ethics. Supervisor Scofield requested that SCMAC members contact him directly for questions and if needed, he could bring in other staff and County Council as needed.

Further discussion ensued regarding the process of the SCMAC and community engagement. Supervisor Scofield noted that the anticipation will be to begin meeting in-person in the coming months. He also noted that the group will be participating and promoting community engagement and will be using social media and any other means available. It was noted that all meetings will be public meetings.

## 6. Moving Forward – Timeline

Supervisor Scofield explained that moving forward, the County was finalizing its RFP with a consultant who will be leading the Higgins Area Plan Process. At the next meeting, Planning Staff will be presenting an overview orientation on the Planning Department and its role and providing an update on the consultant.

Supervisor Scofield noted that at the next meeting the MAC will be electing its Chair and Vice Chair. The Chair will be playing a major role in leading meetings and setting the Agenda for each meeting. If anyone is interested in serving as the Chair or Vice Chair, they should contact Superuser Scofield regarding their interest before the next meeting.

7. Next SCMAC Meeting

Supervisor Scofield noted that the next meeting is scheduled for June 16, 2021.

8. General Announcements

Staff outlined and encouraged the SCMAC members to attend the PVMAC the next night on May 20, 2021 where a presentation will be made by NID Director Rich Johansen and Nevada County Public Works on proposed rate changes to Sanitation District fees.

9. Adjournment

Meeting was adjourned at 7:34pm