



COUNTY OF HUMBOLDT

For the meeting of: 3/24/2026

File #: 26-239

To: Board of Supervisors

From: County Administrative Office

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:

Resolution to Authorizing Acceptance of a State General Fund Allocation in the Amount of Fifty Thousand Dollars (\$50,000.00) for the McKinleyville Incorporation Initial Feasibility Analysis Project

RECOMMENDATION(S):

That the Board of Supervisors:

1. Adopt the attached resolution authorizing acceptance of a state general fund in the amount of Fifty Thousand Dollars (\$50,000.00) for the McKinleyville Incorporation Initial Feasibility Analysis Project; and
2. Direct the Clerk of the Board to return one (1) fully executed certified copy of the attached resolution to the County Administrative Office for submission to the California Natural Resources Agency.

STRATEGIC PLAN:

The recommended actions support the following areas of the Board of Supervisors' Strategic Plan:

Area of Focus: Core Services/Other

Strategic Plan Category: 9999 - Core Services/Other

DISCUSSION:

In 2023, the McKinleyville Municipal Advisory Committee ("MMAC"), a committee of your Board, formed the McKinleyville Incorporation Exploration Subcommittee ("MIESC"). The MIESC was formed to look at the feasibility of McKinleyville incorporation, not to advocate for or against, but to gather data to determine if incorporation was feasible.

In 2025, the County of Humboldt and the MMAC received notice that the State of California approved a state general fund allocation in the amount of Fifty Thousand Dollars (\$50,000.00) for the McKinleyville Incorporation Initial Feasibility Analysis Project. As the MMAC is a committee of the Humboldt County Board of Supervisors ("Board"), the County of Humboldt is the fiscal agent for these funds.

The McKinleyville Incorporation Initial Feasibility Analysis Project consists of the preparation of an Initial Feasibility Analysis to evaluate the fiscal and operational feasibility of incorporating the community of McKinleyville. The Initial Feasibility Analysis will provide an objective, high-level assessment of whether incorporation is financially and operationally viable and whether it merits

further advancement through the Local Agency Formation Commission process.

To maximize limited funding and ensure efficient use of consultant resources, this effort intentionally builds upon, and coordinates with, prior and parallel planning work by Cal Poly Humboldt, including, without limitation, a foundational exploratory study that established baseline demographic, service delivery and comparative fiscal context for McKinleyville incorporation and a current economic development study that Cal Poly received funding for and is scheduled to be completed in 2026, and will further inform long-term governance and service considerations.

Upon adoption, staff will submit the attached resolution (Attachment 1) and project information package (Attachments 2 through 5) to the California Natural Resources Agency.

SOURCE OF FUNDING:

State General Fund

FINANCIAL IMPACT:

| | |
|-----------------------------------|--------------------|
| Expenditures (1100-199) | FY25-26 |
| Budgeted Expenses | \$50,000.00 |
| Total Expenditures | \$50,000.00 |
| Funding Sources (1100-199) | FY25-26 |
| State/Federal Funds | \$50,000.00 |
| Total Funding Sources | \$50,000.00 |

Adoption of the attached resolution will allow the County of Humboldt, in coordination with MMAC, to procure a contract for completion of the McKinleyville Incorporation Initial Feasibility Analysis Project. Funding in the amount of Fifty Thousand Dollars (\$50,000.00) was previously supplemented with the mid-year budget adjustments on February 10, 2026. Should expenditures go beyond fiscal year 2025-2026, staff will bring a budget adjustment to carry forward remaining funds in fiscal year 2026-2027.

STAFFING IMPACT:

There is no direct staffing impact to adoption of the attached resolution, however, there is no allocation for staff time included in the state general fund allocation, so all staff time to work with MMAC and provide fiscal and grant management duties is at the cost of the Humboldt County General Fund.

OTHER AGENCY INVOLVEMENT:

California Natural Resources Agency

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose not to adopt the attached resolution authorizing acceptance of a state general fund in the amount of Fifty Thousand Dollars (\$50,000.00) for the McKinleyville Incorporation Initial Feasibility Analysis Project. However, this alternative is not recommended since it would prevent receipt of state funding for the purpose of completing the McKinleyville Incorporation Initial Feasibility Analysis Project.

ATTACHMENTS:

1. Resolution to Authorizing Acceptance of a State General Fund Allocation in the Amount of Fifty Thousand Dollars (\$50,000.00) for the McKinleyville Incorporation Initial Feasibility Analysis Project
2. Project Summary
3. Project Information Form
4. Timeline
5. Cost Estimate

PREVIOUS ACTION/REFERRAL:

Meeting of: 2/10/2026

File #: 26-239

File No.: 26-70