



COUNTY OF HUMBOLDT

For the meeting of: 3/2/2021

File #: 21-226

To: Board of Supervisors

From: Supervisor Steve Madrone

Agenda Section: Initiated by Board Member

SUBJECT:

McKinleyville Municipal Advisory Committee (MMAC) Request for Additional County Support (Supervisor Steve Madrone)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Consider the MMAC's request for the following financial/administrative support:

- An annual budget for MMAC expenses up to \$2,500;
- County administrative staff time up to 10 hours per month;
- An email account for each MMAC member;
- A video-conferencing account, with access provided and transferred to the Chair when a new Chair is appointed;
- Storage on county server for MMAC documents including but not limited to recommendations in addition to the posting and archiving of meeting agendas and minutes; and
- A county maintained webpage as a portal to MMAC information, member emails, and current issues.

SOURCE OF FUNDING:

General Fund

DISCUSSION:

As the county begins the annual budget process for fiscal year (FY) 2021-22, the MMAC is submitting a proposal to the Board of Supervisors to consider funding additional support for the MMAC.

FINANCIAL IMPACT:

The costs associated with this request are listed below. If approved, a supplemental budget will be required to increase the annual general fund contribution to the Board of Supervisors (BOS) (1100-101) budget by \$9,889.

MMAC Annual Budget

\$2,500

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Administrative Support	\$4,200
Zoom Annual Pro Account	\$150
IT setup/maintenance of MMAC Emails	\$2, 660
IT setup/maintenance of MMAC Webpage	\$379

OTHER AGENCY INVOLVEMENT:

MMAC

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Board discretion

ATTACHMENTS:

- A. Email from MMAC Chair Maya Conrad
- B. MMAC Rules, Regulations and Procedures for Operation of the MMAC

PREVIOUS ACTION/REFERRAL:

Board Order No.: G-1

Meeting of: August 25, 2020

File No.: 20-1012