

**MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES
DISTRICT HELD ON WEDNESDAY, SEPTEMBER 2, 2015 AT 7:00PM
AZALEA HALL, 1620 PICKETT ROAD, MCKINLEYVILLE, CA**

AGENDA ITEM A CALL TO ORDER

A.1 CALL TO ORDER and ROLL CALL: The regular meeting of the Board of Directors of McKinleyville Community Services District convened at 7:03 pm with President Corbett, Directors Couch, Edwards, Mayo and Wheeler in attendance.

John Corbett, President
George Wheeler, Vice President
David Couch, Director
Helen Edwards, Director
Dennis Mayo, Director

Gregory Orsini, General Manager
Colleen M.R. Trask, Finance Director
James Henry, Operations Director
Lesley Frisbee, Recreation Director
Becky Schuette, Board Secretary

A.2 Pledge of Allegiance: The Pledge of Allegiance was led by Director Mayo.

A.3 Additions to the Agenda: There were no additions to the agenda and no public comment.

A.4 Approval of Agenda:

MOTION: It was moved to approve the agenda.

Motion: Dennis Mayo; Second: Helen Edwards

ROLL CALL: Ayes; Couch, Edwards, Mayo, Wheeler and Corbett

MOTION SUMMARY: Motion Passed

A.5 Closed Session Discussion: No Closed Session

AGENDA ITEM B PUBLIC HEARINGS: There were no public hearings scheduled.

AGENDA ITEM C PUBLIC COMMENT AND WRITTEN COMMUNICATIONS: President Corbett opened public comment and the following member of the public spoke:

Susan Rotwein: She is a candidate for the Fifth District Harbor Commission seat and wanted to introduce herself to the Board.

AGENDA ITEM D CONSENT CALENDAR:

D.1 Consider approval of minutes of the Board of Directors' Regular Meeting of August 5, 2015

D.2 Consider approval of July 2015 Treasurer's Report

D.3 Compliance with State Double Check Valve (DCV) Law - Violations

MOTION: It was moved to adopt the consent calendar items D.1 – D.3.

Motion: Helen Edwards; Second: Dennis Mayo

There were no objections and no comments by the public.

ROLL CALL: Ayes; Couch, Edwards, Mayo, Wheeler and Corbett

MOTION SUMMARY: Motion Passed

AGENDA ITEM E CONTINUED AND NEW BUSINESS:

E.1 Consider adopting Resolution 2015-26 for Initiating Street Light Zone #99: General Manager Orsini explained the initiation process for the street lights zone and that there would be a single protest ballot, as there was only one property owner for this subdivision. The protest hearing will be scheduled for the October 7, 2015 Regular Board Meeting.

MOTION: It was moved to adopt Resolution 2015-26

Motion: Helen Edwards; Second: Dennis Mayo

There was no public comment and no comment by the Board.

ROLL CALL: Ayes; Couch, Edwards, Mayo, Wheeler and Corbett

MOTION SUMMARY: Motion Passed

E.2 Approve Resolution 2015-23 to Quitclaim a portion of the Ocean West Sewer Easement:

General Manager Orsini advised that this was a necessary and final step in the completion of the Ocean West Sewer Mainline Realignment project that was approved via Resolution earlier this year.

MOTION: It was moved to approve Resolution 2015-23 per staff recommendation.

Motion: Helen Edwards; Second: George Wheeler

There was no public comment.

ROLL CALL: Ayes; Couch, Edwards, Mayo, Wheeler and Corbett

MOTION SUMMARY: Motion Passed

E.3 Consider Approval of Resolution 2015-24 in Opposition to a Public Goods Charge on Water and Sign Letters in Opposition addressed to our State Legislators:

Introduced by General Manager Orsini, this item presented a lengthy discussion among the Directors in relation to the understanding for the opposition. There was some confusion about the reference to the State's General Fund in the third paragraph of the letter. The Director's agreed to striking some of the language from the letter: deleting the portion "- such as the state's general fund -" from the sentence near the end of the third paragraph and also deleting the last sentence of the third paragraph.

MOTION: It was moved to support the changes to the letters as discussed.

Motion: Dennis Mayo; Second: George Wheeler

There was no public comment.

ROLL CALL: Ayes; Couch, Edwards, Mayo, Wheeler and Corbett

MOTION SUMMARY: Motion Passed

SECOND MOTION: A second motion was made to adopt Resolution 2015-24.

Motion: Helen Edwards; Second: David Couch

There was no public comment.

ROLL CALL: Ayes; Couch, Edwards, Mayo, Wheeler and Corbett

MOTION SUMMARY: Motion Passed

E.4 Consider Association of California Water Agencies (ACWA) Committee Appointment

Nominations for the 2016-2017 Term: Board Secretary, Becky Schuette reviewed the information provided by ACWA regarding the nomination process and that Director Mayo had asked to continue with, and be nominated for, the Federal Affairs Committee. He also advised that he would continue to unofficially work with the other committees that he had been working with, but that he would do that on his own time and would not ask for reimbursement from the District.

MOTION: It was moved to nominate Director Mayo for the Federal Affairs Committee and authorize the President to sign.

Motion: Helen Edwards; Second: George Wheeler

There was no public comment.

ROLL CALL: Ayes; Couch, Edwards, Mayo, Wheeler and Corbett

MOTION SUMMARY: Motion Passed

E.5 Consider attendance to the Association of California Water Agencies (ACWA) 2015 Fall Conference & Exhibition in Indian Wells, CA, December 1-4, 2015:

It was pointed out that the dates of this event would fall over a regularly scheduled Board Meeting. Directors Wheeler, Edwards and Couch were able to confirm that they would not be attending; therefore a quorum should not be a problem for the December meeting. Director Mayo indicated that he did plan to attend, but only for two days. General Manager Orsini added that interested Board members notify the Board Secretary no later than November 1, 2015 if they wanted to attend.

MOTION: It was moved that any interested Board members be authorized to attend.

Motion: Helen Edwards; Second: George Wheeler

There was no public comment.

ROLL CALL: Ayes; Couch, Edwards, Mayo, Wheeler and Corbett

MOTION SUMMARY: Motion Passed

E.6 Consider California Special District's Association (CSDA) Committee and Expert Feedback

Team Volunteers for 2016: General Manager Orsini reported that he would like to continue with his position on the CSDA Executive Committee and discussed the role of the Feedback teams. Director Mayo encouraged the Board members to be involved in the committees.

MOTION: It was moved to direct the Board President to sign off on the nominations for anyone interested in participating and reaffirm the General Manager's commitment to CSDA.

Motion: Dennis Mayo; Second: Helen Edwards

There was no public comment.

ROLL CALL: Ayes; Couch, Edwards, Mayo, Wheeler and Corbett

MOTION SUMMARY: Motion Passed

E.7 Consider Approval of Policy for the Naming and Dedication of District Facilities:

Recreations Director Lesley Frisbee reviewed the staff note and explained the need for such a policy. President Corbett was provided clarification regarding the requirement for the naming to be 30 days prior to the facility being open for operation. There was some discussion regarding the need for renaming a building after a lengthy period of time but that there not be a set term. The Director's also requested that the MCSD Board of Director's be added to Section 2, subsection 2.1 as being one of the entities that could initiate a name change.

MOTION: It was moved to adopt the dedication policy with the modifications discussed.

Motion: Helen Edwards; Second: Dennis Mayo

There was no public comment.

ROLL CALL: Ayes; Couch, Edwards, Mayo, Wheeler and Corbett

MOTION SUMMARY: Motion Passed

A brief recess was called at 8:05 pm and the meeting was again called to order at 8:09 pm.

E.8 Discuss Legislative Topics for Submission to the County to assist with the 2016 Legislative Platform development process: General Manager Orsini presented his own sample of a possible issue to present to the County. There were numerous topics discussed among all of the Board members and ultimately it was decided that several topics would be presented and that each of the Directors would provide at least one topic. Director Mayo will be completing something on the Community Forest and water service expansion to Westhaven. Director Wheeler will take on solar and the Humboldt County dikes. Director Couch will offer a topic on providing lower income seniors with water subsidies. President Corbett would like to review General Manager Orsini's topic and tweak the language a little. Director Edwards has already turned in her issue request with the topic of "Access to revenue opportunities equal to that of all types of local agencies." The Board Secretary will email an electronic blank template to the Directors. All issues must be returned to the Board Secretary no later than Monday, September 14 in order to compile and submit the documents by Friday, September 18th.

There was no action or motion.

E.9 Consider and Adopt Resolution 2015-25, approving the Application for Grant Funds from the Recreation Trails Program: Recreation Director Lesley Frisbee presented the item reporting that the money could be eligible to be used as matching funds for the Habitat Conservation Fund grant received earlier this year for the Fischer Ranch Trails Project.

MOTION: It was moved to adopt Resolution 2015-25 per staff recommendation.

Motion: Helen Edwards; Second: George Wheeler

There was no public present for comment.

ROLL CALL: Ayes; Couch, Edwards, Mayo, Wheeler and Corbett

MOTION SUMMARY: Motion Passed

AGENDA ITEM F REPORTS:

F1. Active Committee Reports

- a. **Recreation Advisory Committee (Wheeler/Couch (alternate)):** Both Directors Wheeler and Couch deferred to Recreation Director Frisbee who reported that the Master Plan was under discussion and being updated. There were some suggestions for the Activity Guide and a review of the Naming and Dedication Policy as well as programs and budget updates.
- b. **Area Fund (John Kulstad):** No report.
- c. **Redwood Region Economic Development Commission (Mayo/Edwards (alternate)):** Director Mayo reported that there was a meeting where the financial books were reviewed.

- d. **McKinleyville Senior Center Advisory Committee (Edwards):** Did not meet. President Corbett asked the Board Secretary to prepare a letter to the Executive Director of the Senior Center for his signature, regarding the requirement to have meetings.
- e. **Audit (Corbett/Edwards):** Did not meet.
- f. **Employee Negotiations (Couch/Edwards):** Did not meet.
- g. **Water Task Force (Wheeler/Corbett (alternate)):** Did not meet.
- h. **AdHoc No Drugs & Toxics Down the Drain (Wheeler/Couch (alternate)):** Did not meet.
- i. **McKinleyville Municipal Advisory Committee (Edwards/Corbett (alternate)):** Did not meet.
- j. **Cornerstone Committee (Couch):** Director Couch reported that the committee had met was working on a list of more people to have on the committee. They also discussed growing fundraiser ideas.
- k. **Groundwater Sustainability Committee (Edwards/Corbett, Mayo):** Did not meet.

F.2 Staff Reports:

- a. **Support Services Department:** Finance Director Colleen Trask reported that the reserves account had reached 37% at \$403,659.57. There was a lengthy discussion regarding the unfunded liabilities with CalPERS.
- b. **Operations Department:** Operations Director James Henry had nothing further to add at this time.
- c. **Parks and Recreation Department:** Recreation Director Lesley Frisbee pointed out the attachments to her monthly report regarding the Boys & Girls Club of the Redwoods Business Plan Outline and Partnership Development Timeline. She also reported that the After School Program had a hiccup due to the schools changing their after school release times. It is an hour earlier and this was not reported to her department until this week, therefore the change was not taken into consideration for budgeting.
- d. **General Manager:** General Manager Orsini had nothing further to add.

F.3 President's Report: President Corbett had nothing to report.

F.4 Board comments, announcements, reports and agenda item requests: Directors Mayo reported that he had attended an ACWA event at the train museum in Sacramento.

AGENDA ITEM G ADJOURNMENT:

President Corbett adjourned the meeting at 8:53 pm


Becky Schuette, Board Secretary