

**MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES
DISTRICT HELD ON WEDNESDAY, FEBRUARY 1, 2017 AT 7:00 PM
AZALEA HALL, 1620 PICKETT ROAD, MCKINLEYVILLE, CA**

AGENDA ITEM A. CALL TO ORDER

A.1 Roll Call: The regular session of the Board of Directors of McKinleyville Community Services District convened at 7:02 pm with President Mayo, Director Couch and Director Wheeler present. Director Corbett was absent. President Mayo called for items A.2 - A.5 prior to item A.1.

Dennis Mayo, President
David Couch, Director
George Wheeler, Director

Gregory Orsini, General Manager
James Henry, Operations Director
Lesley Frisbee, Recreation Director
Emily Abfalter, Board Secretary

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

A.3 Additions to the Agenda: There were no additions to the agenda. General Manager Orsini requested to postpone item E.1 until the March meeting per customer request.

A.4 Approval of the Agenda: No motion was made to approve the agenda.

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 Mayo opened the public comment portion of the meeting. There were no public comments.

AGENDA ITEM D. CONSENT CALENDAR:

D.1 Consider Approval of the Minutes of the Board of Directors' Regular Meeting on January 4, 2017

D.2 Consider Approval of December 2016 Treasurer's Report

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

D.4 Consider Approval of Recreation Program Fees for 2017 Kids Camp Summer Day Camp and Summer Youth Basketball Programs

Motion: It was moved to approve the consent calendar.

Motion By: Director Couch; Second: Director Wheeler

Roll Call: Ayes: Couch, Wheeler and Mayo Nays: None Absent: Corbett

Motion Summary: Motion Passed

AGENDA ITEM E. CONTINUED AND NEW BUSINESS:

E.1 Pettlon/Professional Property Management Variance Request Regarding Leak Adjustment Policy. Item postponed until the March meeting by customer request.

E.2 Consider Adoption of Resolution 2017-03 Recognizing, Honoring and Commending David Baldosser for Twenty (20) Years of Service. General Manager Orsini reviewed the staff note along with the Resolution and commended David for his exemplary performance over the past 20 years. President Mayo asked for David to say a few words. Board comments by Directors Couch and Wheeler and President Mayo. Public comment opened, no comments, public comment closed. David was presented with a gift and photos were taken with the Board and General Manager.

Motion: Approve Resolution 2017-03 Recognizing, Honoring and Commending David Baldosser for Twenty (20) Years of Service.

Motion By: Director Couch; Second: Director Wheeler

Roll Call: Ayes: Couch, Wheeler and Mayo Nays: None Absent: Corbett

Motion Summary: Motion Passed

E.3 Consider Attendance to Association of California Water Agencies (ACWA) 2017 Legislative Symposium in Sacramento, CA on March 8, 2017.

Presented by Board Secretary Emily Abfalter.

President Mayo commented that as ACWA Region 1 Chair, he is required to attend. Director Wheeler commented that he would like to attend and expressed the importance of attending such event.

Additional comments from the Board. Public comment opened, no comments, public comment closed.

Motion: Approve attendance to Association of California Water Agencies (ACWA) 2017 Legislative Symposium in Sacramento on March 8, 2017 for interested Board members.

Motion By: Director Couch; Second: Director Wheeler

Roll Call: Ayes: Couch, Wheeler and Mayo Nays: None Absent: Corbett

Motion Summary: Motion Passed

E.4 Review Information for the Draft Capital Improvement Plan for the Parks & General Fund, FY2017-18.

General Manager Orsini reviewed the item, explained how to navigate the attachments, and provided an example to show what is considered a capital expenditure. Director Wheeler asked about completion of Teen Center and if planned expenses are at the discretion of staff or on a scheduled timeline. General Manager Orsini responded that replacement of specific items were determined necessary by staff. Discussion of how replaced items will be repurposed by Board and staff. Public comment opened, no comments, public comment closed. Information item, no action taken.

E.5 Consider Approval of the Strategic Plan 2017-2021 with Requested Modifications. Presented by Board Secretary Emily Abfalter. President Mayo asked for Board comments. Director Wheeler and Couch had no additional comments or revisions to the Strategic Plan. Public comment opened, no comments, public comment closed.

Motion: Approve Strategic Plan 2017-2021 with requested modifications.

Motion By: Director Wheeler; Second: Director Couch

Roll Call: Ayes: Couch, Wheeler and Mayo Nays: None Absent: Corbett

Motion Summary: Motion Passed

E.6 Consider Approval of Memorandum of Understanding (MOU) Between McKinleyville Community Services District (MCSD) and the McKinleyville Chamber of Commerce (Chamber) for Beautification and Decoration within the County Right of Way Along Central Avenue in McKinleyville, CA.

General Manager Orsini summarized the item and noted that the Memorandum of Understanding between MCSD and the Chamber provides guidelines for the hanging of flower pots on MCSD streetlight poles and wrapping string lights around the base of trees along Central Ave. after the Chamber files for an encroachment permit with the County of Humboldt. Public comment opened, no comments, public comment closed. Director Wheeler clarified the opinion of staff.

Motion: Approve MOU between MCSD and the Chamber for beautification and decoration within the County right of way along Central Ave. in McKinleyville, CA.

Motion By: Director Couch; Second: Director Wheeler

Roll Call: Ayes: Couch, Wheeler and Mayo Nays: None Absent: Corbett

Motion Summary: Motion Passed

AGENDA ITEM F. REPORTS

F.1 ACTIVE COMMITTEE REPORTS

- a. **Recreation Advisory Committee (Wheeler/Couch):** Director Wheeler reported that they did meet and to refer to the meeting minutes written by Recreation Director Lesley Frisbee. He also noted that the officers from 2016 were rolled over for 2017, John Kulstad as Chair and Charlie Caldwell as Vice Chair. Director Wheeler mentioned that there were enthusiastic supporters of the skate park present.
- b. **Area Fund (John Kulstad):** Not present.
- c. **Redwood Region Economic Development Commission (Mayo/Wheeler):** President Mayo reported that they had an Election of Officers and the President and Vice President were announced.
- d. **McKinleyville Senior Center Advisory Committee (Wheeler, Mayo):** Did not meet. Recreation Director Lesley Frisbee reported that she attended the last Senior Center Board meeting, seven were in attendance, the Chair has stepped down and the Treasurer would like to retire. The board is thinking about hiring a part-time Executive Director.
- e. **Audit (Corbett/Couch):** Did not meet.
- f. **Employee Negotiations (Couch/Corbett):** Did not meet.
- g. **Water Task Force (Wheeler/Corbett):** Did not meet.
- h. **AdHoc No Drugs & Toxics Down the Drain (Wheeler/Couch):** Did not meet.
- i. **McKinleyville Municipal Advisory Committee (Corbett /Wheeler):** Did not meet.
- j. **Cornerstone Committee (Couch):** Did not meet.
- k. **Groundwater Sustainability Committee (Corbett, Mayo):** Did not meet. President Mayo commented that he will be attending a state meeting on Friday.

F.2 STAFF REPORTS

- a. **Support Services Department (Colleen M.R. Trask):** Finance Director Colleen Trask was absent.
- b. **Operations Department (James Henry):** Operations Director James Henry commented that the interior of the tank on Cochran is finished and will be in use within the next couple of days.
- c. **Parks & Recreation Department (Lesley Frisbee):** Recreation Director Lesley Frisbee had nothing further to add to her written report.
- d. **General Manager (Greg Orsini):** General Manager Orsini had nothing further to add to his written report.

F.3 PRESIDENT'S REPORT: President Mayo reported that he will be at the ACWA Board of Directors' Workshop/Meeting the next two days in Sacramento, CA.

F.4 BOARD MEMBER COMMENTS, ANNOUNCEMENTS, REPORTS AND AGENDA ITEM

REQUESTS: No agenda items were requested. Director Couch made note of why he was unable to attend the January meeting.

G. ADJOURNMENT: 8:11pm

Motion to adjourn made by Director Wheeler; Second: Director Couch.



Emily Abfalter, Board Secretary