

**MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES
DISTRICT HELD ON WEDNESDAY, SEPTEMBER 6, 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 7:03 pm with the following Directors and staff in attendance:

Dennis Mayo, President	Gregory Orsini, General Manager
Mary Burke, Director	Colleen Trask, Finance Director
John Corbett, Director	James Henry, Operations Director
David Couch, Director	Lesley Frisbee, Recreation Director
George Wheeler, Director	Emily Abfalter, Board Secretary

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

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

A.4 Approval of the Agenda:

Motion: It was moved to adopt the agenda.

Motion By: Director Corbett; Second: Director Couch

There were no comments from the Board or Public.

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

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 Mayo opened the public comment portion of the meeting and the following members of the public spoke:

Bette Wilkinson of McKinleyville spoke regarding water and sewer rates for seniors.

AGENDA ITEM D. CONSENT CALENDAR:

D.1 Consider Approval of the Minutes of the Board of Directors Regular Meeting on August 2, 2017 and Special Meeting on August 14, 2017

D.2 Consider Approval of July 2017 Treasurer's Report

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

D.4 Approve Conveyance of Water, Sewer and Streetlight Facilities Related to Central Estates Phase 2D Development

D.5 Consider Approval to Declare 2000 Chevrolet 2500 Truck and 2002 Vac-Con Surplus

Motion: It was moved to approve the consent calendar.

Motion By: Director Corbett; Second: Director Burke

There were no comments from the Board or Public.

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

Motion Summary: Motion Passed

AGENDA ITEM E. CONTINUED AND NEW BUSINESS:

E.1 Annual Board Self-Evaluation Review and Discussion. Presented by Board Secretary, Emily Abfalter. Directors Burke and Wheeler commented on the self-evaluation worksheet. General Manager Orsini recommended that at the Board's request, bring back the Board Self-Evaluation for review and

revisions at the October meeting. Additional comments and discussion by Directors Corbett and Couch, President Mayo and General Manager Orsini.

E.2 Review Information Regarding the MCSD Board Retreat. Presented by Recreation Director, Lesley Frisbee. Director Corbett and President Mayo commented on possible additional topics for the Board Retreat, to which Recreation Director, Lesley Frisbee, responded. Additional discussion by Directors Wheeler and Burke and General Manager Orsini. Public comment opened, Steve Madrone commended the Board for planning a Board Retreat and suggested a public survey, public comment closed.

E.3 Consider Approval of Proposal by Jackson & Eklund to Provide Accounting Support Services for FY2017-18, FY2018-19 and FY2019-20. Item presented by Finance Director, Colleen Trask. Board and staff discussion regarding receipt of only one proposal. Comment offered by President Mayo. Public comment opened, no comments, public comment closed. Additional Board comments by Director Corbett and President Mayo.

Motion: Authorize General Manager to execute a Professional Services Agreement with Jackson & Eklund to provide accounting support services per staff recommendation.

Motion By: Director Corbett; Second: Director Wheeler

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

Motion Summary: Motion Passed

E.4 Review Information Pertaining to Continued Bathroom Concerns at District Owned Facilities. Presented by Operations Director, James Henry. General Manager Orsini asked questions regarding the correlation between increased vandalism and the change in opening and closing times. Director Wheeler commented about the possibility of video surveillance. Directors Burke and Couch thanked staff for their efforts. President Mayo asked about the correlation between vandalism and the clearing out of the old Pacific Lumber Co. mill. Public comment opened, none received, public comment closed.

E.5 Consider Adoption of Resolution 2017-23 in Support of General Manager Orsini's Nomination for California Special District Association (CSDA) Board President. General Manager Orsini reviewed the item and noted that the election would be held at annual conference. Public comment opened, none received, public comment closed. President Mayo commended General Manager Orsini. Directors stood for roll call to show support of General Manager Orsini's nomination for CSDA Board President.

Motion: Approve Resolution 2017-23, supporting the nomination of General Manager Orsini for election to the CSDA Board President seat per staff recommendation.

Motion By: Director Corbett; Second: Director Wheeler

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

Motion Summary: Motion Passed

AGENDA ITEM F. REPORTS

F.1 ACTIVE COMMITTEE REPORTS

- a. **Recreation Advisory Committee (Couch/Wheeler):** Director Couch noted that they met, McKinleyville Little League had a presence at the meeting and to refer to Recreation Director, Lesley Frisbee's notes.
- b. **Area Fund (John Kulstad/Burke):** Did not meet.
- c. **Redwood Region Economic Development Commission (Mayo/Corbett):** President Mayo noted that they did meet, the Vice President has resigned and a representative from the Redwood Coast Energy Authority spoke.

- d. **McKinleyville Senior Center Advisory Committee (Wheeler, Burke):** Director Burke attended both the regular McKinleyville Senior Center Board meeting and the Executive Committee meeting and discussed the strategic planning process progress.
- e. **Audit (Corbett/Couch):** Did not meet.
- f. **Employee Negotiations (Couch/Corbett):** Did not meet.
- g. **Water Task Force (Wheeler/Burke):** Did not meet.
- h. **AdHoc No Drugs & Toxics Down the Drain (Wheeler/Burke):** Did not meet.
- i. **McKinleyville Municipal Advisory Committee (Corbett/Mayo):** Director Corbett noted that they met and discussed discrimination in McKinleyville. Additional comments from Directors Burke and Wheeler.
- j. **Cornerstone Committee (Couch/Wheeler):** Did not meet.
- k. **Groundwater Sustainability Committee (Corbett, Burke):** Did not meet.

F.2 STAFF REPORTS

- a. **Support Services Department (Colleen M.R. Trask):** Finance Director, Colleen Trask, reviewed her report and explained in detail page 2 of the Treasurers Report.
- b. **Operations Department (James Henry):** Operations Director, James Henry, had nothing further to add to his written report. Director Wheeler gave thanks for the added graph.
- c. **Parks & Recreation Department (Lesley Frisbee):** Recreation Director, Lesley Frisbee, had nothing further to add to her written report. Director Burke asked question regarding the NRPA Metrics tool. Recreation Director, Lesley Frisbee, responded that she will showcase the tool as an informational item at the October meeting.
- d. **General Manager (Greg Orsini):** General Manager Orsini highlighted the Districts Make a Difference video shoot, the Wastewater Management Facility and the succession plan progress.

President Mayo called for F.4 prior to F.3.

F.4 BOARD MEMBER COMMENTS, ANNOUNCEMENTS, REPORTS AND AGENDA ITEM REQUESTS: Board and staff discussion about the proposed community forest.

F.3 PRESIDENT'S REPORT: President Mayo passed out and discussed two handouts from ACWA, in addition to a proposal for an anti-discrimination policy for all MCSD programs and facilities not covered by the personnel policy. President Mayo announced that he is activating a new committee, the Miscellaneous Advisory Committee on Discrimination, and assigned the General Manager, Director Burke, as well as himself, to the committee. Additional Board comments by Directors Corbett and Wheeler.

G. ADJOURNMENT: 9:55pm

Motion to adjourn made by Director Corbett; Second: Director Burke



Emily Abfalter, Board Secretary