

**MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES  
DISTRICT HELD ON WEDNESDAY, AUGUST 5, 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 7:02 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 audience present for comment.

**A.4 Approval of Agenda:**

**MOTION:** It was moved to approve the agenda.

Motion: Helen Edwards; Second: David Couch

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

**MOTION SUMMARY:** Motion Passed

**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 there was no audience present. At this time, Director Mayo advised that he had attended a celebration of life for Jerry Jacobson, a prominent member of the community who had recently passed away.

**AGENDA ITEM D CONSENT CALENDAR:**

**D.1** Consider approval of minutes of the Board of Directors' Regular Meeting of July 1, 2015

**D.2** Consider approval of June 2015 Treasurer's Report

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

**D.4** Consider approval of Memorandum of Understanding between McKinleyville Community Services District and the McKinleyville Union School District for the Kids Club After School Program

**D.5** Consider approval to declare 2005 Ford F-250 and 2006 Chevy Aveo Surplus

**D.6** Approve Conveyance of Water, Sewer, and Streetlight facilities related to Central Estates Phase 2C Development

**D.7** Consider the formation of a Ground Water Sustainability Committee and appointing a chair

Director Couch requested that consent calendar item D.7 be pulled for discussion.

**MOTION: It was moved to adopt the consent calendar items D.1 –D.6.**

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

Director Couch advised that he requested D.7 pulled for discussion because it had not appeared as a regular agenda item and was now up for consent. President Corbett stated that he, as President, requested the item be on the consent calendar. Director Wheeler requested some clarification regarding the committee and its purpose for the future. Directors Edwards and Mayo explained the purpose and need for involvement with the County and future decisions being made regarding the Eel River Valley Basin and changing groundwater requirements.

There was no further discussion by the Board or public comment.

**MOTION: It was moved to adopt the consent calendar item D.7.**

Motion: Helen Edwards; Second: David Couch

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

**MOTION SUMMARY:** Motion Passed

#### **AGENDA ITEM E CONTINUED AND NEW BUSINESS:**

##### **E.1 Consider the Regular Board Meeting Dates, Time and Location for the 2016 Calendar Year:**

Presented briefly by Becky Schuette, the Board Secretary, this was an informational item only, no action was taken. The agenda item will be returned to the October Board Meeting for a vote.

**E.2 Potential Merit Salary Adjustment Regarding General Manager Compensation:** General Manager Orsini reviewed the item and a few points in the amendment to his contract. He also added that Attorney Gans had requested the signed affidavit by the Board President regarding the Board's acknowledgment of the total number of vacation hours that General Manager Orsini currently held.

**MOTION: It was moved make the salary adjustment to the General Manager's compensation and to authorize the Board President to Execute the Agreement.**

Motion: Helen Edwards; Second: George Wheeler

There was no public 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)):** Director Wheeler reported that the committee had met in the new pavilion but that there were complaints about the wind. He advised he would let Recreation Director Frisbee make the report with hers later in the meeting.



- b. **Area Fund (John Kulstad):** No report.
- c. **Redwood Region Economic Development Commission (Mayo/Edwards (alternate)):**  
Director Mayo reported that since their new Executive Director was hired, this is the second time they have not had a meeting because he has been on vacation.
- d. **McKinleyville Senior Center Advisory Committee (Edwards):** Did not meet.
- 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)):** Director Edwards advised that they had received a report from Arcata Fire Protection District Chief Cowan regarding raising property assessments to improve station and fire apparatus staffing. They had also received a presentation from the Coalition of Cannabis Humboldt.
- j. **Cornerstone Committee (Couch):** Director Couch reported that the committee had met and discussed fundraising and the possibility of an annual event at the new Teen Center.

## F.2 Staff Reports:

- a. **Support Services Department:** Finance Director Colleen Trask reported that the on-site portion of the audit was complete. She advised that she had also received notice that the GASB 68 report regarding pension liability was once again being delayed by CalPERS, until September 8, 2015. Finance Director Trask then spent some time reviewing the graphs in from the Treasurer's report for Water, Wastewater, Parks, Measure B and Streetlights Funds.
- b. **Operations Department:** Operations Director James Henry had nothing further to add at this time.
- c. **Parks and Recreation Department:** Recreation Director Lesley Frisbee reported that she had attended the Senior Center meeting where they are grappling with volunteers and fund raising. She pointed out that these are both good topics to bring to the Senior Center Advisory Committee, but that this comment had not been received well. The Recreation Advisory Committee had met and discussed fundraising, the botanical gardens and their maintenance, playground surfacing, improvements to the community garden, the Parks and Recreation master plan and the possibility of obtaining four two-ton bags of playground fill from Pacific Union School.
- d. **General Manager:** General Manager Orsini pointed out page 69 of the Board packet and his appreciation of the continued efforts by staff to find cost savings. He reported that the cumulative cost saving to the District to date, from July 1, 2015 is \$9,711. The current video for the time-lapse of the build for the Teen Center was shown to all present and the article from attachment 2 regarding the solar project and the possibility of the A6 tariff elimination was discussed as well.

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

**F.4 Board comments, announcements, reports and agenda item requests:** Directors Mayo and Edwards appreciated the article on the Teen Center that appeared in the current CSDA magazine. Director Mayo also wanted to point out and appreciate Jason Patton for his "Save the Water" ad on the radio and advised that it sounded great. Director Mayo then handed out the ACWA Region 1 Legislative & Regulatory Issues and advised that they had added the headwaters sustainability plan in relation to the marijuana issues as well as the very new topic of "Atmospheric River."

Director Wheeler would like to go to the Botanical Gardens at Hiller Park with staff and Julie Lee as well as wanting to see the tree farm pilot project that the District is currently working on.

**AGENDA ITEM G ADJOURNMENT:**

President Corbett adjourned the meeting at 8:06 pm



Becky Schuette, Board Secretary