

MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

**HELD ON WEDNESDAY, DECEMBER 12th, 2012 AT 7:00 PM
AZALEA HALL, 1620 Pickett Road, McKinleyville, California**

The regular meeting of the Board of Directors of McKinleyville Community Services District convened at 7:01 pm with the following Directors and staff in attendance:

Dennis Mayo, Board President
David Couch, Vice President
Helen Edwards, Director
John Corbett, Director
Bill Wennerholm, Director

Greg Orsini, Interim General Manager
James Henry, Acting Operations Director
Colleen M.R. Trask, Finance Director
Jason Sehon, Parks & Recreation Director
Kathy Wilson, Board Secretary

AGENDA ITEM A.1 thru A.4-CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE, ADDITIONS TO THE AGENDA:

At 7:01 PM President Mayo called the meeting to order. Directors Corbett, Edwards, Wennerholm, Couch and Mayo were present. Director Couch led the pledge of allegiance. There were no additions to the agenda.

AGENDA ITEM A.5-APPROVAL OF THE AGENDA:

MOTION: It was moved to approve the agenda. Motion by Edwards; second by Corbett

MOTION VOTE: Ayes: Corbett, Couch, Edwards, Wennerholm, and Mayo

MOTION SUMMARY: Motion Passed- 5 AYES; 0 NAYS

AGENDA ITEM B- PUBLIC HEARINGS: NONE SCHEDULED

AGENDA ITEM C-PUBLIC COMMENT AND WRITTEN COMMUNICATIONS:

No public comments. Staff noted that they had restructured the Agenda and moved the Public Comment and Written Communications to the beginning of the Agenda to accommodate members of the public. The Board had no objection.

AGENDA ITEM D - CONSENT CALENDAR:

1. Consider approval of minutes of the Board of Directors' Regular Meeting of November 7, 2012
2. Consider approval of minutes of the Board of Directors' Special Meeting of November 27, 2012
3. Consider approval of October 2012 Treasurer's Report
4. Approve Memorandum of Understanding with the California Conservation Corps (CCC) for the use of the trailer at Pierson Park
5. DCV Violations this month

MOTION: It was moved to approve the consent calendar. Motion by Edwards; second by Corbett

MOTION VOTE: Ayes: Corbett, Couch, Edwards, Wennerholm, and Mayo

MOTION SUMMARY: Motion Passed- 5 AYES; 0 NAYS

AGENDA ITEM E - CONTINUED AND NEW BUSINESS:

E.1 Approve Resolution 2012-31 – A Resolution of Commendation from the Board of Directors to honor Norman Shopay

MOTION: It was moved to approve Resolution 2012-31; Motion by Edwards; second by Wennerholm. President Mayo spoke and then opened the floor for public comment. No public comment was given.

ROLL CALL VOTE: Ayes: Corbett, Couch, Edwards, Wennerholm, and Mayo

MOTION SUMMARY: Motion Passed- 5 AYES; 0 NAYS

E.2 Presentation by U.S Fish and Wildlife Service regarding development of predator management strategies on Clam Beach in order to protect Pacific Coast Snowy Plovers

President Mayo introduced speakers; Nancy Finley, Kathleen Brubaker and Jim Watkins. Members of the U.S. Fish and Wildlife Service commented on their development of predator management strategies. While not specific as to any recommended effort, U.S Fish and Wildlife continues to work with the public and business community in their efforts in the recovery of Pacific Coast Snowy Plovers to our local beaches. Members of the Board spoke and President Mayo opened the floor for public comment. Public comment was made. President Mayo directed staff to prepare a letter of request to the Humboldt County Board of Supervisors that they look favorably on this issue and support the development of predator management on Clam Beach in order to protect Pacific Coast Snowy Plovers.

INFORMATIONAL ITEM: No action required or taken by the Board.

E.3 Consider approval of FY2011/12 audit

MOTION: It was moved to approve FY2011/12 audit; Motion by Corbett; second by Couch.

No public comment

ROLL CALL VOTE: Ayes: Corbett, Couch, Edwards, Wennerholm, and Mayo

MOTION SUMMARY: Motion Passed- 5 AYES; 0 NAYS

E.4 Presentation by Redwood Regional Economic Development Corporation regarding additional air services to McKinleyville and airport name change

President Mayo introduced speaker Don Ehnebuske from the Redwood Regional Economic Development Corporation. Don Ehnebuske briefed the Board on the history of discussions and the different organizations willing to support the expansion of commercial air service at the airport and consider changing the name of the Arcata Eureka Airport (ACV) to the Redwood Coast Regional Airport (ACV). President Mayo opened the floor for public comment. Public comment was made. President Mayo directed staff to draft a letter from the Board of Directors to the Humboldt County Board of Supervisors in support of moving this proposal forward. Staff is directed to bring this item back as an action item to the January 15, 2013 Board Meeting for review of draft letter.

INFORMATION ITEM: No action required or taken by the Board

AT 8:50PM THE BOARD RECESSED

AT 9:02PM THE BOARD RECONVENED

AGENDA ITEMS F-REPORTS:

F.1.a - RAC (Recreation Advisory Committee): Nothing to report.

F.1.b - MCK AREA FUND: Nothing to report.

F.1.c - RREDC (Redwood Region Economic Development Commission): Prior report given in item E.4 (Informational item) by Don Ehnebuske regarding additional air services to McKinleyville and airport name change.

F.1.d - MCK SENIOR ADVISORY COMMITTEE: Nothing to report.

F.1.e - AUDIT: Prior report given in item E.3; consider approval of FY2011/12 audit.

F.1.f - EMPLOYEE NEGOTIATIONS: Schedule to meet next week.

F.1.g - WATER TASK FORCE: Nothing to report.

F.1.h - ADHOC NO DRUGS AND TOXICS DOWN THE DRAIN: Nothing to report.

F.1.i - MCKINLEYVILLE COMMUNITY ADVISORY COMMITTEE (MCAC): Director Edwards reported that the committee will meet next week, December 19, 2012 and discuss Regional Housing Needs Allocation (RHNA) numbers. Tom Mattson with the Department of Public Works will be there to discuss the project in regards to the median on Central Avenue from School Road to Hiller Road. The cost of the project is \$800,000. Jason Sehon asked who would be responsible for the maintenance. Director Edwards will ask at the next MCAC scheduled meeting. As a reminder to the public, Director Edwards suggested agencies attend the MCAC meetings to get public input on their issues such as the work being done to protect the Pacific Snowy Plovers.

F.2.a - SUPPORT SERVICES DEPARTMENT: Finance Director Trask reported starting with the next treasures report you will see a page showing a reserve entry. As a suggestion of one of the Auditor's we will be adding a paragraph with the fixed assets policy documenting how we account for capitol contributions. A study review is being done on the IDP Policy which is the next piece of the policy review.

F.2.b - OPERATIONS DEPARTMENT: Nothing to Report

F.2.c - PARKS & RECREATION DEPARTMENT: Jason Sehon thanked the Board for approving the MOU with the California Conservation Corps regarding provision use of trailer at Pierson Park which is a huge cost savings of approximately \$25,000 a year in the maintenance of our park facilities. Jason updated the Board with progress on a grant written a number of years ago where the board encumbered \$25,000 in funding for the Hewitt Ranch improvements. Staff was asked to try and find grant funding to match that amount to do some additional improvements. MCSD did submit a proposal for an \$83,000 grant. Jason received a phone call indicating that MCSD had made it past the first round and would be scheduled for an oral interview as the next step in the process. Jason shared with the board a website he uses to do his research of potential grants and has applied for several during the last month.

F.2.d - GENERAL MANAGER: Interim General Manager reported on the North Cost IWRMP grant funding applications that are due this week. He has pulled three grants already processed and spent time updating and improving them. We are in the process of possibly securing grant funding for the water meter replacement project so MCSD doesn't have to finance that project. The second is for the Northern Intertie project, if prop 50 doesn't completely pay for the whole intertie project we are in a good position for prop 84 money. We wrote a grant for the reclamation improvement which will be part of Waste Water Management improvement project for the repairing area enhancement with planting of the black cottonwood trees native species which fit the criteria for the grant. We had approximately \$200,000 budgeted for the demolition of the percolation pines when we are forced to quit using them. The alternative to that would become salmon rearing ponds and habitat for salmon, all part of that grant funding.

F.3. PRESIDENT'S REPORT: Director Mayo reported highlights from the 2012 ACWA conference that he recently attended. Director Couch recently toured the house that the Humboldt Regional Occupational Program built and suggested that they receive a Community Builder Award. Staff will follow up.

F.4. BOARD COMMENTS, ANNOUNCEMENTS, REPORTS AND AGENDA ITEM REQUESTS: NONE

AGENDA ITEM H-CLOSED SESSION DISCUSSION: NONE SCHEDULED

AGENDA ITEM I-ADJOURNMENT:

MOTION: It was moved to adjourn the meeting at 9:23 pm. Motion by Corbett; Second by Edwards

MOTION VOTE: Ayes: Corbett, Couch, Edwards, Wennerholm, and Mayo

MOTION SUMMARY: Motion Passed-5 AYES; 0 NAYS

Respectfully Submitted,

Kathy Wilson
Board Secretary