

**MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES
DISTRICT HELD ON WEDNESDAY, JULY 6, 2016 AT 7:00PM
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 Wheeler, Director Corbett, Director Couch and Director Mayo present. Vice President Edwards was absent.

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

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

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

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 Couch; Second: Director Corbett

There was no comment from the Board or the public.

ROLL CALL: Ayes; Corbett, Couch, Mayo and Wheeler. Nays; none Absent; Edwards

MOTION SUMMARY: Motion Passed

A.5 Closed Session Discussion: There was no closed session.

AGENDA ITEM B PUBLIC HEARINGS:

AGENDA ITEM B.1 Take Public Comment on the 2015 Urban Water Management Plan, Approve Plan for Submittal and Adopt Resolution 2016-11. The item was presented by Operations Director James Henry. President Wheeler opened the item for discussion by the Board and there was none. Then President Wheeler opened the item for public comment; none was offered. The item was brought back to the Board. President Wheeler, Director Corbett and Director Mayo commented. General Manager Orsini requested that the public hearing be formally opened for procedure's sake. President Wheeler formally opened the public hearing, received no comments from the public, and closed the public hearing.

Initial Motion: Adopt Resolution 2016-11

Motion by: Director Couch Second: Director Corbett

Roll Call: Ayes; Corbett, Couch, Mayo and Wheeler Nays; none Absent; Edwards

Motion Summary: motion passed

Due to the lack of authorization to submit the Urban Water Management plan to the Department of Water Resources in the original motion, the motion was modified.

Modified Motion: Adopt Resolution 2016-11 adopting the District's 2015 Urban Water Management Plan with changes as necessary and authorize submission to the Department of Water Resources

Motion by: Director Couch Second: Director Corbett

Roll Call: Ayes; Corbett, Couch, Mayo and Wheeler Nays; none Absent; Edwards

Motion Summary: motion passed

Agenda Item B.2 Consider approval of the final engineer's report and revised water and sewer capacity fee rates for new services connections. Presented by GM Orsini. Then Robert Ryall from Willdan provided an overview of the process of how the study was prepared and a summary of the study. Director Corbett and President Wheeler commented on the presentation. President Wheeler formally opened the public hearing; no public comment was received; closed the public hearing and brought the item back to the Board. Director Corbett commented and so did President Wheeler.

Motion: Accept per staff recommendation to adopt Resolution 2016-14 amending rules 5.11, 21.02(d) and 21.02(f) of the MCSD rules and regulations to adjust the rates of the District's water and sewer capacity fees

Motion by: Director Corbett; Second Director Mayo

Roll call: Ayes Corbett, Couch, Mayo and Wheeler Nays: none

Motion Summary: Motion passed.

AGENDA ITEM C PUBLIC COMMENT AND WRITTEN COMMUNICATIONS: President Wheeler opened the public comment portion of the meeting.

Linda Doerflinger of McKinleyville commented on John Calkins and his application to serve on the Recreation Advisory Committee.

Patrick Higgins of McKinleyville also commented on John Calkins and his application to serve on the Recreation Advisory Committee.

No other public comment was offered or received. The public comment section was closed.

AGENDA ITEM D CONSENT CALENDAR:

D.1 Consider approval of the Minutes of the Board of Directors' Regular Meeting of June 1, 2016

D.2 Consider approval of the May 2016 Treasurer's Report

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

D.4 Consider Approval of a Facilities Extension Agreement for Central Estates Subdivision Phase 2D

D.5 Consider approval to declare the 1988 Dump Truck Surplus.

MOTION: It was moved to approve the consent calendar.

Motion by: John Corbett; Second: David Couch

There were no comments from the Board or the public.

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

MOTION SUMMARY: Motion Passed

AGENDA ITEM E CONTINUED AND NEW BUSINESS:

Agenda Item E.1 Consider approval of a conflict waiver consenting to Mitchell, Brisso, Delaney & Vrieze, LLP's concurrent representation of McKinleyville Community Services District (MCSD) and

Green Diamond Resource Company in connection with a real property transaction involving a dedication of certain forest lands to MCSD by and through the Trust for Public Land. Presented by Russ Gans, District Counsel. Board comments by Corbett, Wheeler. No public comment offered

MOTION: Approve the conflict letter

Motion by Director Corbett, Second Director Couch

Roll Call: Ayes; Corbett, Couch, Mayo and Wheeler Nays: none

MOTION SUMMARY: Motion passed.

Agenda Item E.2 Announcement of Director Edwards resignation and approve process to fill vacant Board of Directors' seat. Item was presented by GM Orsini. Two options were detailed in the presentation. Director Couch and President Wheeler commented. Public comment opened, none received, public comment closed.

Motion: Proceed per option 2 as presented by staff to fill the vacancy during the March 7, 2017 election and to formally accept Director Edwards resignation.

Motion by: Director Corbett Second Director Mayo

Roll Call: Ayes; Corbett, Couch, Mayo and Wheeler Nays: none

MOTION SUMMARY: Motion passed.

GM Orsini requested and President Wheeler authorized addressing Item E. 4 prior to item E. 3 to accommodate the large number of the public in attendance.

Agenda Item E.4 Direction to staff to resolve community concerns for Camino Way Open Space Maintenance Zone(OSMZ) #16. Item presented by GM Orsini. No discussion from the Board. Public Comment opened.

Camino Way residents Kathy Rodriguez, Milton Abbott, Linda Adorador, Terri Uyeki, Donna Weiss and Thomas Dols addressed the Board concerning the Camino Way Open Space Zone. Public comment was closed. Item was brought back to the Board. Director Corbett commented, Director Mayo commented. Director Corbett requested that staff investigate with County Planning to determine if they have any objections to dissolving the maintenance zone.

President Wheeler directed General Manager Orsini to contact the proper County authority to get written confirmation that the District is able to dissolve the zone and to contact District Counsel to determine if funds collected can be used discretionarily or only as outlined in the presentation. A future meeting will be required to complete this item.

Agenda Item E.3 Approve and authorize Board President to sign and execute the Revised Agreement between McKinleyville Community Services District and the Boys & Girls Club of the Redwoods Regarding Provision of the McKinleyville Teen & Community Center Facility. The item was presented by Lesley Frisbee, Recreation Director.

MOTION: Approve and authorize Board President to sign and execute the Revised Agreement between McKinleyville Community Services District and the Boys & Girls Club of the Redwoods Regarding Provision of the McKinleyville Teen & Community Center Facility

Motion by: Director Mayo, Second Director Corbett

Roll Call: Ayes; Corbett, Couch, Mayo and Wheeler Nays: none

MOTION SUMMARY: Motion passed.

Agenda Item E.5 Consider Attendance to the California Special District's Association (CSDA) 2016 Annual Conference, October 10-13, 2016 in San Diego, CA Presented by GM Orsini, public comment opened, none received, public comment closed. No further Board comment.

Motion: Authorize Board Members and General Manager to attend California Special District's Association (CSDA) 2016 Annual Conference, October 10-13, 2016 in San Diego, CA

Motion by: Director Mayo, Second Director Couch

Roll Call: Ayes; Corbett, Couch, Mayo and Wheeler Nays: none

MOTION SUMMARY: Motion passed.

Agenda Item E.6 Distribution of the Annual Board Self-Evaluation Presented by GM Orsini. Informational item only. No Board comments. Public comment opened, none offered, closed. Self-Evaluation Packets were handed out at the end of the meeting.

Agenda Item E.7 Consider Approving Request for Proposal (RFP) to design, manage and inspect recoating project for Cochran 1.5-million-gallon water tank. Presented by Operation Director Henry. Board Comments offered by President Wheeler and Director Couch. Public comment opened, none offered, closed. Brought back to the Board for a motion.

Motion: Approve, per staff recommendation, to award the service contract to Oscar Larson & Associates, authorize the General Manager to execute a professional services agreement not to exceed \$39,000, with a 10% (\$3,900) contingency totaling \$42,900 and direct staff with the aid of the consultant to prepare bids and advertise at the earliest possible date.

Motion by: Director Corbett, Second Director Couch

Roll Call: Ayes; Corbett, Couch, Mayo and Wheeler Nays: none

MOTION SUMMARY: Motion passed.

AGENDA ITEM F REPORTS:

F1. Active Committee Reports

- a. **Recreation Advisory Committee (Wheeler):** Nothing to report
- b. **Area Fund (John Kulstad/TBD):** Nothing to report
- c. **Redwood Region Economic Development Commission (Mayo/TBD (alternate)):** Nothing to report
- d. **McKinleyville Senior Center Advisory Committee (TBD):** Nothing to report
- e. **Audit (Corbett/ TBD):** Did not meet
- f. **Employee Negotiations (Couch/ TBD):** 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 (TBD /Corbett (alternate)):** Director Corbett relayed information that was discussed regarding solar facilities at the airport.
- j. **Cornerstone Committee (Couch):** Did not meet
- k. **Groundwater Sustainability Committee (TBD /Corbett, Mayo):** Director Corbett does not believe they met.

F.2 Staff Reports:

- a. **Support Services Department:** Finance Director Trask covered certain items from her report.
- b. **Operations Department:** Operations Director Henry had nothing to add at this time.
- c. **Parks and Recreation Department:** Recreation Director Lesley Frisbee had nothing to add to her report. She did remind the Board that Lawn Games in the Park starts July 7, 2016 and extended an invitation to all.
- d. **General Manager:** GM Orsini stated his appreciation for Senator McGuire and his staff in their effort to assist the District in various projects. Westhaven Solar was referred to the District by Director Couch and they have made contact with GM Orsini. The District is no longer required to meet a mandatory reduction in water use as of June 1, 2016. Only State mandated requirements that residents do not irrigate within 48 hours of measureable precipitation, do not wash a car without a nozzle on the hose that shuts off when not in use, do not allow irrigation to run off into the gutter or onto neighboring properties, remain in effect.

F. 3 President's Report: President Wheeler stated his desire to have identifiable resources committed to solar energy programs in the future revisions of the Capital Improvement Plan. President Wheeler commented on Blue Lake Rancheria and their status of an emergency "island" and Federal Emergency Management Agency grant money used to create a large solar project.

F.4 Board comments, announcements, reports and agenda item requests: Director Corbett questioned the impact on McKinleyville of the County's displacement of the homeless camps. GM Orsini stated that the homeless population in McKinleyville has doubled since the Palco Marsh was cleared. Director Mayo addressed the concerns that were raised during public comment section earlier in the meeting.

AGENDA ITEM G ADJOURNMENT:



David A. Baldosser, Board Secretary