

**MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT
HELD ON WEDNESDAY, MARCH 6, 2013 AT 6:00 PM
AZALEA HALL, 1620 PICKETT ROAD, MCKINLEYVILLE, CA.**

The closed session meeting of the Board of Directors of McKinleyville Community Services District convened at 6:01 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
Colleen M.R. Trask, Finance Director
James Henry, Acting Operations Director
Lesley Frisbee, Recreation Supervisor
Kathy Wilson, Board Secretary

CLOSED SESSION

AGENDA ITEM A.1 thru A.2 -CALL TO ORDER, ROLL CALL:

At 6:01 pm President Mayo called the meeting to order. Directors Corbett, Couch, Edwards, Wennerholm and Mayo were present.

AGENDA ITEM A.3 – CLOSED SESSION DISCUSSION:

At 6:02 pm President Mayo announced that the Board would convene into closed session for discussion of the following item:

A.3.a PUBLIC EMPLOYEE PERFORMANCE EVALUATION

(California Government Code § 54954.5 and 54957): Title: Interim
General Manager—Greg Orsini.

AGENDA ITEM A.4 - REPORT OUT OF CLOSED SESSION:

At 7:14 pm the Board reconvened out of closed session. President Mayo reported they took a performance evaluation for Interim General Manager, Greg Orsini.

REGULAR MEETING

AGENDA ITEM A.1 thru A.3 - CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE:

At 7:14 pm President Mayo called the Regularly Scheduled Meeting to order. Directors Corbett, Couch, Edwards, Wennerholm and Mayo were present. President Mayo asked Jeff Dunk to lead in the pledge of allegiance.

AGENDA ITEM A.4 – ADDITIONS TO THE AGENDA: 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 Corbett; second by Edwards

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

MOTION SUMMARY: Motion Passed – 5 Ayes; 0 Nays

AGENDA ITEM B – PUBLIC HEARINGS: Conduct the first of two Public Hearings for the Annual Levy of Assessments (Fiscal Year 2013-2014) for the Measure B Maintenance Assessment District – Renewal for Parks, Open Space, and Recreational Facilities. Interim General Manager Greg Orsini noted that at the March 6, 2013 meeting it was brought to our attention a concern about Larissa Park fees that were being assessed. Legal Counsel and the Engineer who wrote the report were contacted to review and found there was an issue. We have modified the item and the residents will not be assessed on Measure B for Larissa Park, but funds previously collected would be used for Measure B to pay for maintenance of the park. He also pointed out an error on the front cover of the Engineers Report. The next meeting will set for April 3, 2013 and not for March 20, 2013 for public testimony as noted on the front cover. Staff requested that the Board of Directors continue the Public Hearing to April 3, 2013 at which time the Board will hear additional public testimony or written protest.

President Mayo opened the floor to public comment. No public comment was taken. Director Corbett confirmed the next Public Hearing would be set for April 3, 2013.

B.1. Conduct first of two Public Hearings for the Annual Levy of Assessments (Fiscal Year 2013/2014) for the Measure B Maintenance Assessment District -- Renewal for Parks, Open Space, and Recreational Facilities

INFORMATIONAL: No action required or taken by the Board

AGENDA ITEM C – PUBLIC COMMENT AND WRITTEN COMMUNICATIONS: No written communication received or public comments made.

AGENDA ITEM D – CONSENT CALENDAR:

D.1 Consider approval of minutes of the Board of Directors' Regular Meeting of February 13, 2013

D.2 Consider approval of January 2013 Treasurer's Report

D.3 No DCV violations this month

D.4 Consider approval of proposed Hiller Sports Complex Facility Use Agreement Contract with Mad River Youth Soccer League

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

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 Present Community Builder Award to Humboldt Regional Occupational Program (HROP):

Interim General Manager Greg Orsini presented the Community Builder Award. Garry Eagles, Humboldt County Superintendent of Education received the Community Builder Award on behalf of Humboldt Regional Occupational Program (HROP). Mr. Eagles shared a catalog with photos of the homes built by High School students. He spoke to the partnerships within the community of McKinleyville and commended the local businesses for their belief in the program and for their support. Without those partnerships none of this would have been made possible. Members of the public spoke as well as members of the Board as to the accomplishments of the program.

INFORMATIONAL ITEM: No action required or taken by the Board

E.2 Resolution 2013-07 honoring Mike Freeman for twenty (20) continuous years of service:

Acting Operations Director, James Henry presented Mike Freeman with a trophy for his twenty (20) years of continuous service and asked the Board to adopt Resolution 2013-07.

MOTION: It was moved to adopt **Resolution 2013-07** honoring Mike Freeman for twenty (20) continuous years of service. Motion by Corbett; second by Couch

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

MOTION SUMMARY: Motion passed – 5 AYES; 0 NAYS

E.3 Consider alternatives for path forward related to transition for a permanent solution for appointment of General Manager:

Interim General Manager Greg Orsini provided the Board with the staff recommendation to approve a plan for succession and direct staff to move forward. President Mayo opened public input and five members of the public addressed the Board, with all five unanimously supporting him for serious consideration as General Manager for McKinleyville Community Services District. Director Mayo opened the floor for the Directors to comment. The Board members all commended Greg on a job well done while stepping up twice now as Interim General Manager.

1st MOTION: It was moved to go forward and hire Greg Orsini as General Manager. Motion by Wennerholm; **Motion died for a lack of a second.**

2nd MOTION: It was moved to adopt an outside hiring process with advertising that is done in an economic and efficient way to expedite the process. The Board appointed Dennis Mayo and Helen Edwards to be involved in the outside hiring process. Motion by Corbett; second by Edwards.

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

MOTION SUMMARY: Motion passed – 3 AYES; 2 NAYS

E.4 PUBLIC COMMENT: Consider Acquisition of Real Property Parcel adjacent to the Cochran Road tank site (APN 509-021-045); Appointment of MCSD negotiators: Greg Orsini, Interim General Manager; Russell Gans, District legal counsel and designation of parties with whom MCSD may negotiate: Doug Shaw, American Management Corporation; and Michael D. Nelson, LACO Associates:

April of last year acquisition of real property adjacent to the Cochran Road tank was brought to the Board for consideration. Norman Shopay was named as a negotiator. Because of Mr. Shopay's untimely death staff is now coming back to the Board with a request to proceed and name Greg Orsini as a negotiator. Public comment was taken. President Mayo asked that staff research what the cost was to have the geo work done on the project. This matter will be brought back to the Board for discussion in closed session.

INFORMATIONAL ITEM – No action required or taken by the Board

AGENDA ITEM E.5 Discussion of the Draft Capital Improvement Plan for the Water & Sewer Funds, Fiscal Year Ending June 30, 2014:

Finance Director Colleen Trask reported on the draft Capital Improvement Plan for the Water & Sewer Funds for fiscal year ending June 30, 2014.

INFORMATIONAL ITEM – No action required or taken by the Board

AGENDA ITEM F-REPORTS:

F.1.a Recreation Advisory Committee (Couch/Mayo (alternate))

Nothing to report.

F.1.b Area Fund (John Kulstad)

The committee will meet next Tuesday, March 12, 2013 to award the grant monies to the applicants of the various non-profit organizations.

F.1.c Redwood Region Economic Development Commission ((Wennerholm, Edwards (alternate))

RREDC met last week. They are working hard to get new air service to the area.

F.1.d McKinleyville Senior Center Advisory Committee (Wennerholm)

Nothing to report.

F.1.e Audit (Corbett, Edwards)

Nothing to report.

F.1.f Employee Negotiations (Wennerholm, Edwards)

They are in .

F.1.g Water Task Force ((Mayo, Corbett (alternate))

Nothing to report.

F.1.h AdHoc No Drugs & Toxics Down the Drain (Couch)

Nothing to report.

F.1.i McKinleyville Municipal Advisory Committee (Edwards, Corbett (alternate))

Director Edwards noted at last week's meeting they had a large turn out from the community regarding the Central Avenue Median. Parties that were present were not in support of the project except for the public works representative. Additional meetings will be scheduled for public input. Discussion continues regarding low income housing and RHNA numbers. Greg Orsini put on an interesting presentation regarding waste water zones. Ryan Sundberg reported that the community will have a state of the community presentation for McKinleyville.

F.2.a - SUPPORT SERVICES DEPARTMENT: Finance Director Colleen Trask directed the Board to note the reserve page of the treasures report. She has added ratios and some additional information. The LED streetlights project paper work is turned in. Reconciliation of the list of streetlights is being done with staff and PG&E. The project is still moving forward. Local artist Shelly Mortensen has offered to donate two pieces of her art to the District. Her art will be displayed at the District Office. Colleen has also arranged for local artist's work to be displayed at the MCSD conference room for a six month rotation period. Please notify Colleen if you know of local artists that may be interested in displaying their art.

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

F.2.c - PARKS & RECREATION DEPARTMENT: Nothing to Report

F.2.d - GENERAL MANAGER: Interim General Manager commented on the interaction with the City of Arcata and McKinleyville and the prop 50 grant for the intertie project. The project went well because of the unity of

ideas and concept. They were on target for having it ready and packaged for California Public Health Department.

AGENDA ITEM F.3 PRESIDENT'S REPORT: President Mayo reported on a meeting he and Greg recently attended with the City of Arcata regarding the Boyd Road issue. President Mayo would like Board to approve an annual meeting with the City of Arcata to discuss various issues to promote a willingness to work together. President Mayo would like to go into our local schools to advocate the state-wide Drink Water Locally project.

AGENDA ITEM F.4. BOARD COMMENTS, ANNOUNCEMENTS, REPORTS AND AGENDA ITEM REQUESTS: President Mayo asked that we add Humboldt County Association of Government (HCAOG) to our monthly reports. Director Edward's commented on the interest of the Board to be a member of HCAOG if MCSD qualifies. Staff was asked to add to the April Agenda for discussion.

AGENDA ITEM G- CLOSED SESSION DISCUSSION:

At 8:37 pm President Mayo announced that the Board would convene into closed session for discussion of the following item:

G.1. CONFERENCE WITH REAL PROPERTY NEGOTIATIONS Pursuant to Government Code Section 54956.8. Property: APN 509-021-045. Real Property 2195 Hewitt Road, McKinleyville, CA. Under Negotiation: Purchase of the above-referenced property. MCSD Negotiators: Greg Orsini, Interim General Manager; Russell Gans, District legal counsel. Parties with whom MCSD may negotiate: Doug Shaw, American Management Corporation, and Michael D. Nelson, LACO Associates. Instructions to negotiators to include both price and terms of payment.

REPORT OUT OF CLOSED SESSION:

At 8:53 pm the Board reconvened out of closed session. President Mayo reported Interim General Manager, Greg Orsini and District Counsel, Russell Gans were authorized to conduct negotiations related to the purchase of a portion of the property APN 509-021-045.

AGENDA ITEM H - ADJOURNMENT:

By consensus of the Board the meeting was adjourned at 8:53 pm.

Respectfully Submitted,

Kathy Wilson,
Board Secretary