

**MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES
DISTRICT HELD ON WEDNESDAY, DECEMBER 7, 2016 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 7:00 pm with President Wheeler, Director Corbett, Director Couch and Director Mayo present.

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
Emily Abfalter, Board Secretary

A.2 Pledge of Allegiance: The Pledge of Allegiance was led by President 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: 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:

B.1 Public Hearing for Reformation of the Central Avenue Open Space Maintenance Zone No. 6 (Zone #6). Presented by General Manager Orsini. President Wheeler listened to Staff comments and recommendation, opened Public Hearing and asked if any members of the public had a ballot to add or remove. No comments from the public and no additions or removals of ballots. Director Corbett asked clarifying question about weight of returned ballots. President Wheeler asked for a count of ballots. Board Secretary Emily Abfalter presented ballot count, 80.7% of ballots returned were in favor of the assessment. President Wheeler closed the Public Hearing.

Motion: It was moved to approve and adopt Resolution 2016-21 per staff recommendation.

Motion By: Director Corbett; Second: Director Couch

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

Motion Summary: Motion Passed

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

Operations Director James Henry introduced new GIS Tech, Mia Wapner.

General Manager Gregory Orsini announced that Mary Burke will be filing with the County Elections Office for the vacant board seat.

AGENDA ITEM D. CONSENT CALENDAR:

D.1 Consider Approval of the Minutes of the Board of Directors' Regular Meeting on November 2, 2016

D.2 Consider approval of October 2016 Treasurer's Report

D.3 DCV Violations this Month – Violations

Director Corbett asked to remove item D.2 from the consent calendar for discussion. Director Corbett asked Finance Director Colleen Trask for clarification of Reserves Table. Finance Director Colleen Trask explained table in detail and Director Corbett was satisfied with response. President Wheeler commented. General Manager Orsini commented. Item was placed back on consent calendar for motion.

Motion: It was moved to approve the consent calendar.

Motion By: Director Corbett; Second: Director Couch

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

Motion Summary: Motion Passed

AGENDA ITEM E. CONTINUED AND NEW BUSINESS:

E.1 2016 California Water Environmental Association (CWEA) Awards Presentation. Information item only. Presented by Operations Director James Henry. Board presented Chris Jones with CWEA award. No action taken.

E.2 Review Redwood Coast Energy Authority's (RCEA) Humboldt County Community Choice Energy Program. Information item only. Matthew Marshall, Executive Director of RCEA, presented PowerPoint. President Wheeler opened for Board comments. Board comments by Directors Corbett, Wheeler and Mayo. Public comment opened, Sherrie Woo, Board Director for HBMWD and RCEA commented, public comment closed. No action taken.

E.3 Consider Approval of Memorandum of Understanding (MOU) for Emergency Alternate Facility Space Between the McKinleyville Community Services District (MCSD) and the City of Blue Lake. Presented by General Manager Orsini. President Wheeler asked about MCSD's backup plan for internet and power, General Manager Orsini responded. Public comment opened, no comments, public comment closed.

Motion: Moved to approve per staff recommendation.

Motion By: Director Corbett; Second: Director Couch

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

Motion Summary: Motion Passed

E.4 Review Summary of Information from the Gratitude Gathering and Community Visioning Event co-hosted by MCSD Parks & Recreation Dept. and the McKinleyville Family Resource Center on November 19, 2016. Information item only. Presented by Recreation Director Lesley Frisbee. Board comments by Corbett, Wheeler, Mayo and Couch. Public comment opened, no comments, public comment closed. No action taken.

E.5 Consider Authorization for Director Mayo to Attend the Association of California Water Agencies (ACWA) 2017 DC Conference in Washington D.C. February 28th – March 2nd, 2017. President Wheeler asked for Board comments, comments from all Directors. Public comment opened, no comments, public comment closed.

Motion: Moved to approve per staff recommendation.

Motion By: Director Corbett; Second: Director Mayo

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

Motion Summary: Motion Passed

E.6 Review and Amend Resolution 2016-18 to Pledge Revenues and Funds Related to the Clean Water State Revolving Fund Energy Projects. Presented by General Manager Orsini. Public comment opened, no comments, public comment closed.

Motion: Approve Resolution 2016-18A per staff recommendation.

Motion By: Director Corbett; Second: Director Couch

Roll Call: Ayes: 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 (Wheeler/Couch):** President Wheeler reported that they did meet, discussed the draft community survey and recommended a read through the meeting minutes.
- b. **Area Fund (John Kulstad):** Not present.
- c. **Redwood Region Economic Development Commission (Mayo/Wheeler):** Director Mayo reported that they met and had a goodbye party for Julie Faulkerson.
- d. **McKinleyville Senior Center Advisory Committee (Wheeler, Mayo):** Meeting in January.
- e. **Audit (Corbett/Couch):** Meeting at end of the month.
- f. **Employee Negotiations (Couch/Corbett):** Did not meet.
- g. **Water Task Force (Wheeler/Corbett):** Did not meet.
- h. **AdHoc No Drugs & Toxics Down the Drain (Wheeler/Couch):** Did not meet.
- i. **McKinleyville Municipal Advisory Committee (Corbett /Wheeler):** Director Corbett reported that he we unable to attend the meeting and called on General Manager Orsini for an update since he was present. General Manager Orsini reported that Hillary Beyer gave an update on Social Services Center and addressed several concerns. Recreation Director Lesley Frisbee and Robin Baker, McKinleyville Family Resource Center, spoke about outcome of the Gratitude Gathering and Community Visioning Event. Supervisor Sundberg facilitated a presentation on no smoking in public places. Directors Mayo and Corbett commented.
- j. **Cornerstone Committee (Couch):** Director Couch reported that they met and discussed planning of future fundraiser.
- k. **Groundwater Sustainability Committee (Corbett, Mayo):** Director Corbett reported that he will be attending the third meeting of the month. Data is coming in and showing favorable for applying for exemption. Water table is staying at a consistent level. Director Mayo commented.

F.2 STAFF REPORTS

- a. **Support Services Department (Colleen M.R. Trask):** Finance Director Colleen Trask reviewed her report.
- b. **Operations Department (James Henry):** Operations Director James Henry had nothing further to add to the written report.

- c. **Parks & Recreation Department (Lesley Frisbee):** Recreation Director Lesley Frisbee had nothing further to add to the written report.
- d. **General Manager (Greg Orsini):** General Manager Orsini reviewed his report and distributed to the Directors, a memorandum about the special election from attorney's office (**Exhibit A**) and a spreadsheet listing PGE expenses by department (**Exhibit B**). Director Corbett commented about memorandum from attorney and General Manager Orsini responded. Director Corbett excused himself from discussion regarding attorney/client privilege. Board comments from Director Mayo and President Wheeler. Director Couch suggested to do a press release with the information from the memorandum. Director Corbett returned to discussion and agreed with Director Couch's suggestion and commented that a press release would be a complete remedy.

F.3 PRESIDENT'S REPORT: President Wheeler commented that this is his last meeting as President.

F.4 BOARD MEMBER COMMENTS, ANNOUNCEMENTS, REPORTS AND AGENDA ITEMS

REQUESTS: No agenda items were requested. Director Mayo discussed attendance at ACWA Fall Conference, Water Resources Development Act, and ESA mitigation policy. Director Corbett commented on growing indoor marijuana in regards to pretreatment standards and thinking in terms of "shovel ready" as there may be a bulge of federal money.

G. ADJOURNMENT: 9:25pm

Motion to adjourn made by Director Corbett; Second: Director Mayo.


Emily Abfalter, Board Secretary