

**MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES
DISTRICT HELD ON WEDNESDAY, NOVEMBER 2, 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 7:02 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 was no comment 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: There were no public hearings scheduled.

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:

Gary Scott of McKinleyville asked about his increased water bill.

AGENDA ITEM D. CONSENT CALENDAR:

D.1 Consider Approval of the Minutes of the Board of Directors' Regular Meeting of October 5, 2016

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

D.3 DCV Violations this Month – No Violations

D.4 Consider Approval of Party Program Fees and Policy Changes

D.5 Consider Approval of Hiller Sport Site Use Fee Changes

Motion: It was moved to approve the consent calendar.

Motion By: Director Corbett; Second: Director Mayo

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 Review Humboldt Bay Municipal Water District's (HBMWD) Proposed Changes to Ordinance 16 and Contract for Supply of Water. Information item only. Presented by HBMWD's

General Manager, Paul Helliker. Board comments by Corbett, Wheeler, Mayo and Couch. Public comment opened, Sherri Woo, Board Director for HBMWD commented, public comment closed. No action taken.

E.2 Consider and Adopt Resolution 2016-20 Recognizing, Honoring and Commending Kyle Stone for Ten (10) Years of Service. Presented by Operations Director James Henry. General Manager Orsini commented. Longevity award presented to Kyle Stone by President Wheeler and General Manager Orsini.

Motion: Approve Resolution 2016-20 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

General Manager Orsini requested to address Agenda Item E.4 prior to E.3.

E.4 Consider New Heart Church's Request to Maintain July 2015 Facility Use Rates for Use of District Facilities in 2017. Presented by Recreation Director Lesley Frisbee. Board comment by Director Mayo. Public comment opened, Dan Ely spoke on behalf of New Heart Church, public comment closed. No action taken.

E.3 Review the Strategic Plan (Plan) for FY 2017-18. Information item only. Presented by General Manager Orsini. Board comments by Corbett, Wheeler, Mayo and Couch. Public comment opened, Charlie Caldwell of McKinleyville commented on future of McKinleyville Skate Park, public comment closed. No action taken.

E.5 Consider Approval of the Agreement for the Adoption & Maintenance of the Botanical Garden at Hiller Park between the McKinleyville Community Services District and the Rotary Club of Mad River. Presented by Recreation Director Lesley Frisbee. Public comment opened, no comments, public comment closed.

Motion: 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.6 Consider Approval of Resolution 2016-19 Naming the Botanical Garden at Hiller Park the "Hiller Park Botanical Peace Garden" as Proposed by the Rotary Club of Mad River. Presented by Recreation Director Lesley Frisbee. Public comment opened, no comments, public comment closed.

Motion: Approve Resolution 2016-19 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.7 Consider and Adopt Resolution 2016-17, intent of the McKinleyville Community Services District to reimburse expenditures of the Project Funds provided by the State of California, acting by and through the State Water Board, and 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 2016-17 and Resolution 2016-18 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.8 Consider Approval for Board Secretary to Initiate Process of Election to be Held on March 14, 2017 and Notice of Election to be Mailed to County Clerk. Presented by Board Secretary Emily Abfalter. Board comments by Wheeler and Corbett. Public comment opened, no comments, public comment closed.

Motion: Approve per staff recommendation.

Motion By: Director Corbett; Second: Director Mayo

Director Corbett commented that Board Secretary Emily Abfalter is doing a great job in new role.

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

Motion Summary: Motion Passed

E.9 Consider Approval of Auburn Constructors Inc. Contract Change Order No. 4 to Perform Services Related to Pond 1A Biosolids Hauling for the Wastewater Management Facility (WWMF) Improvement Project and Authorize General Manager to Execute Contract Change Order. Presented by General Manager Orsini. Public comment opened, no comments, public comment closed. Board comments by Wheeler and Couch.

Motion: 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.10 Consider Approval of G. Bowes variance request. Presented by Finance Director Colleen Trask. Comments by General Manager Orsini and Operations Director Henry. Board comments by Corbett and Wheeler. Public comment opened, no comments, public comment closed.

Motion: Approve leak adjustment, proposed in Attachment 3, 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

AGENDA ITEM F. REPORTS

F.1 ACTIVE COMMITTEE REPORTS

- a. **Recreation Advisory Committee (Wheeler/Couch):** President Wheeler reported that they did meet and commented that he is impressed with the current committee members.
- b. **Area Fund (John Kulstad):** Not present.
- c. **Redwood Region Economic Development Commission (Mayo/Wheeler):** Director Mayo reported that they met for strategic planning and brainstorming.
- d. **McKinleyville Senior Center Advisory Committee (Wheeler, Mayo):** President Wheeler reported that they met and commented that while they are financially solvent, the key members have mentioned retiring from the board and has requested the Board to be on the lookout for people who may be interested in serving on the committee.
- e. **Audit (Corbett/Couch):** Nothing to report.
- f. **Employee Negotiations (Couch/Corbett):** Nothing to report.
- g. **Water Task Force (Wheeler/Corbett):** Did not meet.
- h. **AdHoc No Drugs & Toxics Down the Drain (Wheeler/Couch):** Nothing to report.

- i. **McKinleyville Municipal Advisory Committee (Corbett /Wheeler):** Director Corbett reported that they met two times. One meeting was to discuss the proposed Social Services Center and what services would be offered and how that relates to the current homelessness problem. The second meeting was to discuss County Resolutions and Ballot Measures, Director Corbett reported that he was unable to attend this meeting. Director Mayo commented on his attendance at the meeting regarding the Social Services Center.
- j. **Cornerstone Committee (Couch):** Director Couch reported that they met morning of November 2, 2016, and will meet again November 16, 2016. Director Couch mentioned that they are currently planning an iconic fundraiser for February or March of next year.
- k. **Groundwater Sustainability Committee (Corbett, Mayo):** Nothing to report.

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 reviewed his report and wanted to highlight that he has completed the interview process and found a strong candidate for the open GIS Tech position, who is expected to start November 16, 2016. The document request from OSHA has been completed and sent.
- 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 gave a brief tour of the new website for MCSD.

F.3 PRESIDENT'S REPORT: President Wheeler had nothing further to add.

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

REQUESTS: No agenda items were requested. Director Mayo discussed his attendance at a recent Little Hoover Commission meeting, the key points presented at meeting and that the Little Hoover Commission is now an advocate for MCSD. Director Mayo also announced that General Manager Orsini is officially the Vice President on the Board of Directors for the CSDA. Director Corbett commented on a California Supreme court case relating to mandate funding of storm water permits. Director Corbett also mentioned that certain marijuana legislation contains waivers of the Clean Water Act, and spoke of news on consolidating special districts.

G. ADJOURNMENT: 10:05pm

Motion to adjourn made by President Wheeler; Second: Director Corbett.


Emily Abfalter, Board Secretary