

MINUTES OF THE CLOSED/REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT HELD ON WEDNESDAY, MAY 6, 2020 AT 6:00/7:00 P.M.
TELECONFERENCE Via ZOOM & TELEPHONE:
ZOOM MEETING ID: 675 633 6928 (<https://zoom.us/j/6756336928>) and TOLL FREE: 1-888-788-0099

Closed Session Meeting

AGENDA ITEM A. CALL TO ORDER:

A.1 Roll Call: The closed session meeting of the Board of Directors of McKinleyville Community Services District convened at 6:11 pm with the following Directors and staff in attendance:

Mary Burke, President	Gregory Orsini, General Manager
Shel Barsanti, Director	April Sousa, Board Secretary
John Corbett, Director	Russel Gans, Legal Counsel
David Couch, Director	
Dennis Mayo, Director (arrived by phone 6:17 p.m.)	

A.2 Public Comment and Written Communications: John Shelter from New Directions spoke on those experiencing homelessness and asked MCSD to support an initiative for parking lot camps similar to the City of Arcata.

A.3 Closed Session Discussion

At any time during the regular session, the Board may adjourn to closed session to consider existing or anticipated litigation, liability claims, real property negotiations, license and permit determinations, threats to security, public employee appointments, personnel matters, evaluations and discipline, labor negotiations, or to discuss with legal counsel matters within the attorney-client privilege.

a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (California Government Code § 54954.5 and 54957) Title: General Manager—Gregory Orsini

b. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Gov. Code 54956.8)
Agency Negotiators: Greg Orsini, General Manager, Russell Gans, Legal Counsel
Parties with Whom Negotiating: Dolores Pialorsi, Trustee
Property: Humboldt County Assessor Parcel Nos. 506-341-017, 508-031-001, 508-081-034 and 508-091-037, located at/near Fischer Road, McKinleyville, Humboldt County, CA
Under Negotiation: Purchase Agreement (Price and Terms of Payment)

A.4 Report Out of Closed Session

There was nothing to report from Closed Session.

Regular Meeting

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 7:20 pm with the following Directors and staff in attendance:

Mary Burke, President	Gregory Orsini, General Manager
Shel Barsanti, Director	Colleen Trask, Finance Director
John Corbett, Director	James Henry, Operations Director
David Couch, Director	Lesley Frisbee, Recreation Director
Dennis Mayo, Director	April Sousa, 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 Corbett; **Second:** Director Couch

There were no public in attendance to comment for this item.

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

Motion Summary: Motion Passed

AGENDA ITEM B. PUBLIC HEARINGS:

- B.1 Conduct Public Hearing for the Annual Levy of Assessments (Fiscal Year 2020/2021) for the Measure B Maintenance Assessment District – Renewal for Parks, Open Space, and Recreational Facilities

Consider Adopting Resolution 2020-08; Approving the Annual Engineer's Report; Fiscal Year 2020/2021; McKinleyville Community Services District; Measure B Maintenance Assessment District (Renewal for Parks, Open Space, and Recreational Facilities), Including the Assessment Diagram Connected Therewith

Consider Adopting Resolution 2020-09; Ordering the Levy and Collection of Assessments within the Measure B Maintenance Assessment District (Renewal for Parks, Open Space, and Recreational Facilities) for FY 2020/2021

General Manager Orsini gave an overview of the Public Hearing item.

President Burke opened the Public Hearing at 7:30 p.m. There was no public in attendance. The public hearing was closed.

Motion: Approve Resolution 2020-08 and 2020-09 and staff report related to the two.

Motion by: Director Corbett; **Second:** Director Barsanti

There were no comments from the public.

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

Motion Summary: Motion Passed

AGENDA ITEM C. PUBLIC COMMENT AND WRITTEN COMMUNICATIONS:

There was no public comment.

Board Secretary April Sousa noted that a member of the public was in contact with her via email attempting to get onto the platform. Board Secretary Sousa was assisting the public. President Burke asked that as soon as the member of the public was able to attend remotely, they will be allowed to give public comment.

AGENDA ITEM D. CONSENT CALENDAR:

- D.1 Consider Approval of the Minutes of the Board of Directors Regular Meeting on February 5, 2020

- D.2 Consider Approval of January 2020 Treasurer's Report

Motion: It was moved to approve Consent Calendar.

Motion by: Director Corbett; **Second:** Director Couch

There were no comments from the Board or public.

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

Motion Summary: Motion Passed

AGENDA ITEM E. CONTINUED AND NEW BUSINESS:

E.1 FY2019-20 Budget Review and Potential Amendment

Finance Director Colleen M.R. Trask gave an overview of the item. Clarifying questions regarding possible assistance for lost revenue due to COVID-19 were answered. The staff was commended for their hard work to minimize losses.

During this item, the public attempting to attend logged onto Zoom. They were asked if they had any comments about this item and any other general public comment. There were no public comments.

Motion: Approve the proposed revised Parks/General Fund budget for FY2019-20

Motion by: Director Corbett; **Second:** Director Barsanti

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

Motion Summary: Motion Passed

E.2 Review Operations Draft Budget for Water, Wastewater, and Streetlights Funds FY2020-21

Finance Director Trask gave the overview for this informational only item. She noted grant funding and clarification was made as to where this funding showed in the budget. Staff was commended for their work on the budget. There was no public comment on this item. No action taken.

E.3 Discussion of 2019 Wastewater Management Facility Annual Report to the North Coast Regional Water Quality Control Board (NCRWQCB)

Operations Director James Henry gave an overview of this item. General Manager Orsini discussed upgrades. There were no other comments from the public or board on this informational item. No action taken.

E.4 Humboldt Local Agency Formation Commission (LAFCo) Official Ballot Selection

Board Secretary Sousa gave the overview of this item. Director Barsanti deferred to Director Couch's input on nominated candidates. Directors Couch, Mayo, and Corbett all spoke in favor of the incumbent. There was no other public comment.

Motion: Approve the submission of a vote for Debra Lake, Incumbent, for the Humboldt LAFCo Ballot

Motion by: Director Corbett; **Second:** Director Corbett

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

Motion Summary: Motion Passed

E.5 Review Humboldt LAFCo Status of Current and Future Proposals Presented at the April 29, 2020 Meeting

General Manager Orsini initiated the item discussion continued by Director Couch. Item 8c on the Humboldt LAFCo Staff Report from the recent meeting regarding incorporation of the McKinleyville area was reviewed. Comments regarding the lack of communication with MCS D regarding this subject was discussed. Director Couch was asked to continue to advocate for MCS D to have a seat at the table for the discussion of McKinleyville Incorporation, and any other discussions regard McKinleyville. The Board, through consensus, asked for a draft letter to be written to Humboldt LAFCo and the County Board of Supervisors expressing their concerns. President Burke appointed Directors Corbett and Mayo to work with the General Manager on this letter to bring back to the next meeting as an action item. There was no other public comment.

AGENDA ITEM F. REPORTS

F.1 ACTIVE COMMITTEE REPORTS

- a. **Recreation Advisory Committee (Couch/Mayo):** Met via Zand discussed the BMX track.

- b. **Area Fund (John Kulstad/Barsanti):** Voted on grants via email.
- c. **Redwood Region Economic Development Commission (Mayo/Burke):** Met several times via zoom.
- d. **McKinleyville Senior Center Advisory Council (Barsanti/Burke):** Did not meet but mentioned the memoir class was resuming on Zoom.
- e. **Audit (Corbett/Barsanti):** Nothing to report. Planned meeting soon.
- f. **Employee Negotiations (Couch/Corbett):** Did Not Meet
- g. **McKinleyville Municipal Advisory Committee (Burke/Mayo):** Met via Zoom. Primary purpose of meeting was a report from Health and Safety Officers.
- h. **Local Agency Formation Commission (Couch):** Had nothing further to report from earlier discussion.
- i. **Environmental Matters Committee (Couch/Corbett):** Did Not Meet

F.2 LEGISLATIVE AND REGULATORY REPORTS

California Special Districts Association (CSDA) put out a survey making sure that Special Districts are being considered for the stimulus and other considerations of financial duress.

F.3 STAFF REPORTS


- a. **Support Services Department (Colleen M.R. Trask):** Finance Director, Colleen Trask noted an upcoming review by the Audit Committee of Proposals for the next Audit contract. She also clarified attachments in her report regarding Double Check Valve and Lock List information. It was noted that the Governor's executive order states service cannot be lock/shut off for non-payment. Director Trask mentioned staff working diligently to address non-payment needs.
- b. **Operations Department (James Henry):** Operations Director, James Henry further clarified Double Check Valve regulations and mentioned that he was distributing masks to water and wastewater employees.
- c. **Parks & Recreation Department (Lesley Frisbee):** Recreation Director, Lesley Frisbee had nothing more to report.
- d. **General Manager (Greg Orsini):** General Manager Orsini elaborated on written report and focused on COVID-19 information and projects. Director Burke asked for clarification on the transition of General Managers coming soon.

F.3.2 PRESIDENT'S REPORT: President Burke thanked the Board members and MCSD Staff for what they bring to the District.

F.4 BOARD MEMBER COMMENTS, ANNOUNCEMENTS, REPORTS AND AGENDA ITEM REQUESTS: Directors Corbet and Mayo commended President Burke on meeting management. Director Corbett stated he would attempt to obtain a new mic to assist with better communication during Board meetings.

G. ADJOURNMENT:

Meeting Adjourned at 9:17 p.m.



April Sousa, CMC, Board Secretary