

The **MISSION** of the Willow Creek Community Services District is to deliver efficient, environmentally sound, economical, and compliant services to the residents of Willow Creek. We are committed to providing reliable, high quality water, street lighting, wastewater services and well maintained parks and recreation facilities.



BOARD OF DIRECTORS –REGULAR MEETING

Thursday October 26th, 2023

6:00 p.m.

135 Willow Rd., Willow Creek – District Office

AGENDA

Minutes

Pg. 1 of 3

Public may join in person or by ZOOM

Use ZOOM **Meeting ID: 414 162 5718** (<https://zoom.us/j/4141625718>)

or DIAL IN: 1-669-900-6833 (press *9 to raise your hand to speak and *6 to mute/unmute)

1. CALL TO ORDER – ROLL CALL & DETERMINATION OF A QUORUM

Board Chair, R. Morrison called meeting to order at 6:00 p.m. Directors present, E. Duggan, S. Hughes with C. Snow absent. Staff, Manager O’Gorman, and Lynn White. Nine in attendance and 3 by zoom.

2. ADOPT AGENDA

Copy of Agenda for this meeting October 26, 2023: For review and approval. MSC (Duggan/Hughes) move to approve the agenda. Motion passed.

3. ADOPT MINUTES

Of the September 28, 2023 regular meeting. Minutes in Board folder for review and approval. MSC (Hughes/Duggan) move to approve the minutes. Motion passed.

4. REPORTS & COMMUNICATIONS

All non Willow Creek Community Services District reports should not exceed 3 minutes. No action is required on these items, but the Board may discuss any particular item as required.

- 4.1. Sheriff Report
Lt. McCall reported for the Sheriff.
- 4.2. CHP Report
No Report.
- 4.3. W.C. Fire District
No Report
- 4.4. RREDC Report
Riley Morrison Reported.
- 4.5. WC Chamber of Commerce
Shannon Hughes Reported.
- 4.6. W.C. Fire Safe Council
Patti Pedigo Reported for the Fire Safe Council.

5. CONSENT ITEMS FOR BOARD APPROVAL

Consent Calendar items are expected to be routine and non-controversial, too be acted upon by the Board of Directors at one time without discussion. If any Board member, staff member, or interested person requests that an item be removed from the Consent Calendar, it shall be removed so that it be acted upon separately.

- 5.1. Financial Statements for September 2023; and payables for October 2023.
- 5.2. Manager's Report
MSC (Hughes/Duggan) move to approve the consent items. Motion passed.

6. STAFF REPORTS

- 6.1. Parks & Recreation Report (O'Gorman)
Nov. 1st will be our next recreation committee meeting at 6:00 p.m. The Caltrans maintenance agreement is still ongoing. Manager O'Gorman will keep the board updated. Manager O'Gorman is still working on the Book Store with SDRMA.
- 6.2. Water Department Report (O'Gorman)
The treatment plant pumped 22.8 million gallons of water this last month. Mercer Fraser hit a min line twice behind Chevron. All is fixed. Fiber-optic lines are going in along Hwy 299 and we are watching they don't hit a main line. Keeping fingers crossed.
- 6.3. Wastewater Report (O'Gorman & Stevens, GHD)
The mains and lateral are done on Mayfair and Maytan. Next, we think they will be on Willow Rd. We received our third request from Mercer Fraser. So far, the turnaround from the State has been great.

7. Board Member Report

Ed Duggan talked about the winter water event. They plan on a winter release from the dam.

8. UNFINISHED BUSINESS

- 8.1. Board to vote on appointment to fill vacant board member position. Staff received two letters of interest in the position by the due date.
(NOTE: This topic will be tabled until next month if all four of the remaining board members are not present).
We have to applicants, Director Duggan requested that we open the position for 2 more weeks. Tabled until Nov. meeting.
- 8.2. Staff to update Board on current status of design of Veteran's Park Rural Recreation & Tourism Grant by Melton Design Group.
This discussion will continue for a few months. Noise levels for the different items in the grant, Skate park 52- 60 decibels Basketball is 113-122, Pickle ball is 80 a park in general is 30. The District did a Base line CEQA, this has been a park for many, many years.

UNFINISHED BUSINESS cont.

- 8.3. Board to discuss request by P.J. Shannon to rent the Camp Kimtu Campground for about a month next summer, to have a youth summer camp. The board received the business plan at the meeting and has not had time to review it for discussion. Tabled until next meeting.

9. NEW BUSINESS

- 9.1. Staff to give an update to the Board on the fire damaged Bookstore building. Board to discuss the next steps.
Manager O'Gorman is asking for permission to look into options for the property, she is still talking with SDRMA.

10. ITEMS FROM THE FLOOR

Anyone wishing to address the Board on any items not found on the Agenda may do so at this time. A written Request for public comment should have been submitted to the Secretary to the Board prior to the Call to Order.

No Items from the floor.

11. CLOSED SESSION

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.

none

12. ADJOURNMENT

MSC (Hughes/Duggan) move to approve adjournment. Meeting adjourned at 7:41.