

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 August 22, 2024
6:00 p.m.
135 Willow Rd., Willow Creek – District Office
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. All directors present; S. Hughes, J. Stanfield, E. Duggan, C. Snow. Staff; General Manager, Susan O’Gorman. Others present P. Pedigo, Shawn Quincy and Tony Seghetti from Humboldt County. S. Madrone and Tim Dower by Zoom.

2. ADOPT AGENDA

Copy of Agenda for this meeting Aug. 22, 2024: For review and approval.

MSC (Duggan/Hughes) move to approve the agenda with the moving of 9.2 to before 4.1. Motion passed.

3. ADOPT MINUTES

Of the July 25, 2024 regular meeting. Minutes in Board folder for review and approval.

MSC (Hughes/Stanfield) move to approve the minutes. Motion passed.

*** 9.2_** Humboldt County to do a 15-minute presentation on Essentials Services in an Era of Natural Disasters. This is county wide to touch base on the upcoming County budget.

- Shawn Quiney & Tony Signetty presented information regarding Measure O, Road tax. County of Humboldt has had many emergencies or natural disasters. Humboldt County does not have the money to fund these disasters. County is hoping Measure O will pass and help fund emergencies and natural disasters. This money cannot be able to be taken by the State.

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
No report.
- 4.2.** CHP Report
No report.
- 4.3.** W.C. Fire District
No report.
- 4.4.** RREDC Report
No report.
- 4.5.** WC Chamber of Commerce
Shannon Hughes reported.
- 4.6.** W.C. Fire Safe Council
No Report.

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 July 24; and payables for Aug 2024.

5.2. Manager's Report

MSC (Hughes/Snow) move to approve the consent times. Motion passed.

6. **STAFF REPORTS**

6.1. **Parks & Recreation Report** (O'Gorman)

Recreation is going well. Soccer is starting this Sunday. Creekside is almost complete. We are waiting on wood chips and we need to do the ADA fill. No swimming in the creek, this is our drinking water. Playhouse has been moved to Camp Kimtu.

6.2. **Water Department Report** (O'Gorman)

We pumped more water this July than last. Sun Valley has sold to the same people that are operating it.

6.3. **Wastewater Report** (O'Gorman & Stevens, GHD)

Mercer Fraser is working on 299 still but will not be working Friday due to rain. They are almost done with laterals.

7. **Board Members' comments, announcements, reports**

Ed Duggan asked about the Commons. He wants to move the back table. There are a lots of rocks from the wastewater work and fill in the hole. The commons will be reseeded. Susan O'Gorman reported that the 3 incumbents are the only ones that signed up for the next election. Riley Morrison over the next 6 months having some topic's he wants to bring forward.

8. **UNFINISHED BUSINESS**

8.1. Staff to update Board on current status of design of Veteran's Park Rural Recreation & Tourism Grant by Melton Design Group.

There was a rec committee meeting, they talked about the skate park. The next recreation meeting date has not been decided yet.

9. **NEW BUSINESS**

9.1 Staff to have board to elect one board member to be a signer for Humboldt County Tax Funds, both general and Davis Grunsky funds. Manager Susan O'Gorman and Lynn White will be the other. This will allow us to pull money to cover expenditures for the district.

Board Vote needed.

MSC (Duggan/Snow) move to appoint S. Hughes. Motion passed.

9.2 Humboldt County to do a 15-minute presentation on Essentials Services in an Era of Natural Disasters. This is county wide to touch base on the upcoming County budget.

See under Item 3.

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/Stamfield) move to adjourn meeting at 7:18p.m. Motion Passed.