

# AGENDA

## **Resort Improvement District No. 1 and Shelter Cove Sewer and Other Facilities Maintenance District No. 1 REGULAR BOARD MEETING**

**Location:** Shelter Cove Fire Hall Meeting Room  
9126 Shelter Cove Road, Shelter Cove, California  
**Date:** September 21, 2017  
**Time:** 9:00 a.m.  
**Posted:** September 15, 2017

*We welcome you to this meeting. Members of the Public may be heard on any business item on this Agenda before or during the Board's consideration of the item. The public may also directly address the Board on any item of interest to the public that is not on the Agenda during the public comment time; however, the Board generally cannot take action on an item not on the Agenda. The meeting room is wheelchair accessible. Accommodations and access to District board meetings for people with other handicaps must be requested of District staff at 707-986-7447 five (5) working days in advance of the meeting.*

*A person addressing the Board will be limited to five (5) minutes (Board Policy 5030) unless the Chairperson of the Board grants a longer period of time. While not required, we would appreciate it if you would identify yourself with your name and address when addressing the Board.*

### I. CALL TO ORDER

### II. ROLL CALL

Susan Fox, President  
 David Sommer, Vice President  
 Michael Caldwell, Director  
 Nanette Corley, Director  
 Jac Hargrave, Director

### III. PLEDGE OF ALLEGIANCE

### VI. PUBLIC COMMENT

*Any member of the public may directly address the Board of Directors on a matter of public interest not on the Agenda but which is within the jurisdiction of the Board; however, the Board generally cannot take action on an item not on the Agenda. A person addressing the Board will be limited to five (5) minutes (Board Policy 5030) unless the chairperson of the Board grants a longer period of time.*

## V. CONSENT CALENDAR

*All matters listed under the Consent Calendar are to be considered routine and without opposition. The Consent Calendar may be enacted by one motion. There will be no separate discussion of these items unless a Board member or the General Manager/designee requests that a specific item(s) be removed from the Consent Calendar for separate action. Any items so removed will be considered after the motion to approve the Consent Calendar. If a member of the public wants further discussion on any of these items, we would appreciate it if you make your request prior to the meeting.*

1. Approve the Minutes of the August 17, 2017 Regular Board Meeting and Public Hearing.
2. Approve Bills for Month of August, 2017: Reports regarding payment of monthly operating bills for the District which are approved expenditures in the current budget.

## VI. CORRESPONDENCE / DISCUSSION ITEMS

*Items in this category may be discussed, and/or reports presented, but no action may be taken.*

1. Tank Replacement Construction Grant Update.
2. Shelter Cove Resident Deputy Update.
3. New Community Center Planning.

## VII. BOARD MEMBER/STAFF REPORTS

*The indicated individuals will report to the Board about various matters involving District departments. There will be no Board discussion except to ask questions or refer matters to staff. No action will be taken unless listed on subsequent agenda.*

1. Directors' Reports/Comments.
2. Operational Status Report Re: Golf Course, Airport, Recreation, Water, Sewer, Electrical, Fire Department.

## VIII. ACTION ITEMS

*All Agenda Action Items for discussion and possible action by the Board of Directors.*

1. Clubhouse Rental Request.
2. Consider Modifications to Ordinance 70 and Ordinance 69 to Remove Conflict Regarding Temporary Power Hookups. (Second Reading)
3. Consider Capitalization Policy 1090 (Second Reading).

4. Consider Commercial Medical Marijuana Manufacturing Facility.
5. Consider PG&E Agreement for Wholesale Distribution Service, PG&E Interconnection Agreement Renewal.

**IX. OVERLOOKED ISSUES**

*No actions can be taken.*

**X. ADJOURNMENT OF MEETING**

*This notice is posted in compliance with Government Code § 54954.2. The next Regular Meeting of the Resort Improvement District No.1 Board of Directors will be held on Thursday, October 19th, 2017, in the Fire Hall Meeting Room at 9:00 AM.*

**RESORT IMPROVEMENT DISTRICT NO. 1  
AND  
SHELTER COVE SEWER AND OTHER  
FACILITIES MAINTENANCE DISTRICT NO. 1**

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Meeting Date: September 21, 2017 Agenda Item No.: VIII 1

Agenda Item Title: Clubhouse Rental Request.

Presented by: .

Type of Item:  Action  Discussion  Information

Action Required:  No Action  Voice Vote  Roll Call Vote

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**BACKGROUND:**

Placeholder for requests for renting Abalone Hall which require Board consideration:

No requests received to date.

**FINANCIAL IMPACT:**

**RECOMMENDATION:**

**RESORT IMPROVEMENT DISTRICT NO. 1  
AND  
SHELTER COVE SEWER AND OTHER  
FACILITIES MAINTENANCE DISTRICT NO. 1**

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Meeting Date: September 21, 2017 Agenda Item No.: VIII. 2

Agenda Item Title: Consider Modifications to Ordinance 70 and Ordinance 69 to Remove Conflict Regarding Temporary Power Hookups. (Third Reading)

Presented by: Philip Young, General Manager.

Type of Item:  Action  Discussion  Information

Action Required:  No Action  Voice Vote  Roll Call Vote

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**BACKGROUND:**

At the last Board meeting more background information was presented regarding the history of supplying customers with temporary power and the Board took no action but tabled the item until more public feedback can be obtained and a full Board can be in attendance.

In the late 1990's the Board approved the availability of temporary electrical hookups to accommodate customers in the process of building in Shelter Cove. The Board put a one-year time restraint on temporary power hookups after which the service was to be converted to a permanent connection and gave the General Manager flexibility to extend the deadline on a case by case basis. Many of the temporary hookup projects did not progress fast enough to obtain permanent electrical connections within the one-year timeframe, but still had active building permits. In many of these cases, temporary connection pedestals began to deteriorate and unprotected meter boxes corroded to the point where they were a safety hazard. The General Manager suspended authorizing new temporary power connections until there could be a resolution to the situation. In an effort to reduce exposure to future potential litigation and legal fees the Board removed language that allowed temporary power from the electrical Ordinance 70, but years later a different Board added language to Ordinance 69 allowing temporary power connections. An amendment is needed to one of the ordinances to resolve the conflict.

**FINANCIAL IMPACT:**

None

**RECOMMENDATION:**

Staff is recommending removing language in Ordinance 69 which allows temporary power connections. If the Board decides to go forward with allowing temporary power connections then Ordinance 70 should be amended accordingly with language that safeguards the District from liability when forced to disconnect temporary service after the time deadline has been exceeded.

**RESORT IMPROVEMENT DISTRICT NO. 1  
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FACILITIES MAINTENANCE DISTRICT NO. 1**

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Meeting Date: September 21, 2017 Agenda Item No.: VIII. 3

Agenda Item Title: Consider Capitalization Policy 1090 (Second Reading)

Presented by: Philip Young, General Manager.

Type of Item:  Action  Discussion  Information

Action Required:  No Action  Voice Vote  Roll Call Vote

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**BACKGROUND:**

At last month's meeting, the Board reviewed and amended a draft capitalization policy to aid in tracking the value and life expectancy of the District's fixed assets. Attached is the amended draft Capitalization Policy 1090.

**FINANCIAL IMPACT:**

None.

**RECOMMENDATION:**

After board consideration and review, motion to approve Policy 1090 as presented.

**RESORT IMPROVEMENT DISTRICT NO. 1  
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FACILITIES MAINTENANCE DISTRICT NO. 1**

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Meeting Date: September 21, 2017 Agenda Item No.: VIII. 4

Agenda Item Title: Consider Commercial Medical Marijuana Manufacturing Facility.

Presented by: Philip Young, General Manager

Type of Item:  Action  Discussion  Information

Action Required:  No Action  Voice Vote  Roll Call Vote

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**BACKGROUND:**

Humboldt County Planning and Building are requesting a response from the RID regarding the proposed Commercial Rolling Acres Organics Medical Marijuana Manufacturing Facility Project. The District is being asked to either, recommend approval, recommend conditional approval, request an extension to allow for additional information gathering or recommend denial of the project. The deadline for District response was 9/8/17 if an extension request is not received. Staff recommended an extension be granted to allow more time for information gathering and to allow time to place this item on today's Board agenda for Board consideration. See attached project documents and list of items requested from the applicant by the RID.

**FINANCIAL IMPACT:**

Unknown

**RECOMMENDATION:**

TBD.

**RESORT IMPROVEMENT DISTRICT NO. 1  
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FACILITIES MAINTENANCE DISTRICT NO. 1**

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Meeting Date:           September 21, 2017                            Agenda Item No.: VIII. 5

Agenda Item Title:    Consider PG&E Agreement for Wholesale Distribution Service, PG&E Interconnection Agreement.

Presented by:          Philip Young

Type of Item:           Action                       Discussion                    Information

Action Required:       No Action                Voice Vote                Roll Call Vote

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**BACKGROUND:**

The agreement for wholesale distribution with PG&E terminates on 11/30/17 and needs Board action for renewal. See attached draft agreement.

**FINANCIAL IMPACT:**

Unknown.

**STAFF RECOMMENDATION:**

Motion to authorize the GM to sign the necessary documents to renew the agreement.