



Mission statement of McKinleyville Community Services District:
“McKinleyville Community Services District provides authorized services fundamental to the health and well-being of the community.”

**NOTICE IS HEREBY GIVEN THAT A REGULAR MEETING OF THE
MCKINLEYVILLE COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS
WILL BE HELD
WEDNESDAY, May 1, 2024 AT 6:00pm**

**LOCATION: AZALEA HALL
1620 Pickett Road
McKinleyville, California**

Or

**TELECONFERENCE Via ZOOM & TELEPHONE:
Use ZOOM MEETING ID: 859 4543 6653 (<https://us02web.zoom.us/j/85945436653>) or DIAL
IN TOLL FREE: 1-888-788-0099 (No Password Required!)**

To participate in person, please come to Azalea Hall.

To participate by teleconference, please use the toll free number listed above, or join through the internet at the Zoom App with weblink and ID number listed above, or the public may submit written comments to the Board Secretary at: comments@mckinleyvillecsd.com up until 4:30 p.m. on Tuesday, April 30, 2024.

All Public Comment received before the above deadline will be provided to the Board at 9 a.m. on Wednesday, May 1, 2024 in a supplemental packet information that will also be posted on the website for public viewing.

AGENDA

6:00 p.m.

A. CALL TO ORDER

A.1 Roll Call

A.2 Pledge of Allegiance

A.3 Additions or Changes to the Agenda

Items may be added to the Agenda in accordance with Section 54954.2(b)(2) of the Government Code (Brown Act), upon a determination by two-thirds vote of the members of the legislative body present at the time of the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the McKinleyville Community Services District after the Agenda was posted.

A.4 Approval of the Agenda

B. PUBLIC HEARINGS

These are items of a Quasi-Judicial or Legislative nature. Public comments relevant to these proceedings are invited.

NO PUBLIC HEARING SCHEDULED

C. PUBLIC COMMENT AND WRITTEN COMMUNICATIONS

*Any person may address the Board at this time upon any subject not identified on this Agenda but within the jurisdiction of the McKinleyville Community Services District; however, any matter that requires action will be referred to staff for a report of action at a subsequent Committee or Board meeting. As to matters on the Agenda, an opportunity will be given to address the Board when the matter is considered. **Comments are limited to 3 minutes.** Letters should be used for complex issues.*

D. CONSENT CALENDAR

Consent Calendar items are expected to be routine and non-controversial, to 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 may be acted upon separately.

- D.1 Consider Approval of the Minutes of the Board of Directors Regular Meeting on April 3, 2024

Attachment 1 – Draft Minutes from April 2024

- D.2 Consider Approval of March 2024 Treasurer’s Report

- D.3 Compliance with State Double Check Valve (DCV) Law

- D.4 HSS Agreement between MCSD and MRYSL

Attachment 1 – HSC Agreement between MCSD and Mad River Youth Soccer League

Attachment 2 - Supplemental Maintenance Agreement. Between MCSD and Mad River Youth Soccer League

- D.5 Consider Approval of 2023 Consumer Confidence Report (CCR)

Attachment 1 – 2023 Consumer Confidence Report

E. CONTINUED AND NEW BUSINESS

- E.1 Consider Adoption of Resolution 2024-09 Supporting Assembly Concurrent Resolution (ACR) No. 163 and Proclaiming May 19 – May 25, 2024 Special Districts Week

Attachment 1 – Resolution 2024-09

Attachment 2 – Bill Text for ACR 163

- E.2 Consider Adoption of Resolution 2024-11 Recognizing, Honoring

and Commending Lesley Frisbee for Twenty (20) years of service (Action)

Attachment 1 – Resolution 2024-11

- E.3 Consider Adoption of Resolution 2024-10 Recognizing, Honoring and Commending Christopher Jones for Twenty (20) Years of Service (Action)

Attachment 1 – Resolution 2024-10

- E.4 Consider Approval of Ordinance 2024-02 Amending Regulations 47 Pertaining to the Use Guidelines of the McKinleyville Community Forest – First Reading (Action)

Attachment 1 – Ordinance 2024-02

- E.5 Consider Adoption of Resolution 2024-12 Designating Samantha Howard as the MCSD Board Treasurer and Adding Her as an Authorized Agent for Umpqua Bank and Other Agencies, Banks or Financial Institutions As May Be Required (Action)

Attachment 1 – Resolution 2024-12

- E.6 Humboldt Local Agency Formation Commission (LAFCo) Official Ballot Selection (Action)

Attachment 1 – Humboldt LAFCo Letter and Ballot Dated April 5, 2024

- E.7 FY 2023-24 General Fund and Measure B Budget Review & Potential Amendment (Action)

Attachment 1 – FY 2023-24 Revised Budgets

- E.8 Review Operations Draft Budget for Water, Wastewater, and Streetlights Funds FY 2024-25 (Information)

Attachment 1 – FY2024-25 Draft Operating Budget for Water
Attachment 2 – FY2024-25 Draft Operating Budget for Wastewater
Attachment 3 – FY2024-25 Draft Operating Budget for Streetlights

- E.9 Consider Approval of Resolution 2024-13 to Pursue Grant Funding from the Urban & Community Forestry Grant Program of the California Department of Forestry and Fire Protection (Action)

Attachment 1 – Resolution 2024-13

- E.10 Consider Adoption of Resolution 2024-14 Nominating Gregory Orsini to CSDA Board of Directors, Seat A: Northern Network

Attachment 1 – CSDA Call for Nominations Letter

Attachment 2 – CSDA Network Map
Attachment 3 – CSDA Nominations and Candidate Forms
Attachment 4 – Resolution 2024-14

F. REPORTS

No specific action is required on these items, but the Board may discuss any particular item as required.

F.1 ACTIVE COMMITTEE REPORTS

- a. Parks and Recreation Committee (Binder/Biteman)
- b. Area Fund (John Kulstad/Binder)
- c. Redwood Region Economic Development Commission (Biteman/Mayo)
- d. McKinleyville Senior Center Board Liaison (Binder/Couch)
- e. Audit and Finance Committee (Orsini/Biteman)
- f. Employee Negotiations (Couch/Mayo)
- g. McKinleyville Municipal Advisory Committee (Orsini/Binder)
- h. AdHoc Committee – Community Forest (Mayo/Orsini)

F.2 LEGISLATIVE AND REGULATORY REPORTS

F.3 STAFF REPORTS

- a. Finance & Administration Department (Colleen Trask/Samantha Howard)
- b. Operations Department (James Henry)
- c. Parks & Recreation Department (Lesley Frisbee)
- d. General Manager (Pat Kaspari)

Attachment 1 – WWMF Monthly Self-Monitoring Report

F.4 PRESIDENT’S REPORT

F.5 BOARD MEMBER COMMENTS, ANNOUNCEMENTS, REPORTS AND AGENDA ITEMS REQUESTS

F.6 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—Patrick Kaspari

G. ADJOURNMENT

Posted 5:00 pm on April 26, 2024

Pursuant to California Government Code Section 54957.5, this agenda and complete Board packet are available for public inspection on the web at McKinleyvillecsd.com/minutes or upon request at the MCSD office, 1656 Sutter

Road, McKinleyville. A complete packet is also available for viewing at the McKinleyville Library at 1606 Pickett Road, McKinleyville. If you would like to receive the complete packet via email, free of charge, contact the Board Secretary at (707)839-3251 to be added to the mailing list.

McKinleyville Community Services District will, on request, make agendas available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact the Board Secretary at (707) 839-3251. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements for accommodations.