

MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT HELD ON WEDNESDAY, May 4, 2022 AT 6:30/7:00 P.M. IN PERSON AT AZALEA HALL – 1620 PICKETT ROAD, MCKINLEYVILLE, CALIFORNIA
and
TELECONFERENCE Via ZOOM & TELEPHONE:
ZOOM MEETING ID: 859 4543 6653 (<https://us02web.zoom.us/j/85945436653>) and
TOLL FREE: 1-888-788-0099

SPECIAL MEETING AGENDA ITEM A. CALL TO ORDER:

A.1 Roll Call: The special session of the Board of Directors of McKinleyville Community Services District convened at 6:36 p.m. with the following Directors and staff in attendance in person at Azalea Hall:

David Couch, President	Pat Kaspari, General Manager
Joellen Clark-Peterson, Vice President	April Sousa, Board Secretary
Scott Binder, Director	Joseph Blaine, IT Specialist
Greg Orsini, Director	
Dennis Mayo, Director (via Zoom)	

A.2 PUBLIC COMMENT AND WRITTEN COMMUNICATIONS:

None

A.3 CLOSED SESSION DISCUSSION:

The Board entered into Closed session at 6:37 p.m. to discuss the following items:

PUBLIC EMPLOYEE PERFORMANCE EVALUATION (California Government Code § 54954.5 and 54957)
Title: General Manager—Patrick Kaspari

REGULAR MEETING AGENDA ITEM A. CALL TO ORDER:

A.1 Report Out of Closed Session

There was no reportable action from the Closed Session.

A.2 Roll Call: The regular session of the Board of Directors of McKinleyville Community Services District convened at 7:04 p.m. with the following Directors and staff in attendance in person at Azalea Hall:

David Couch, President	Pat Kaspari, General Manager
Joellen Clark-Peterson, Vice President	April Sousa, Board Secretary
Scott Binder, Director	Joseph Blaine, IT Specialist
Greg Orsini, Director	Colleen Trask, Finance Director
Dennis Mayo, Director (via Zoom)	Nicole Alvarado, Incoming Finance Director
	Lesley Frisbee, Parks & Recreation Director
	James Henry, Operations Director

A.3 Pledge of Allegiance: The Pledge of Allegiance was led by Director Orsini.

A.4 Additions to the Agenda: Item E.1, Temporary Installation of Pump Track at Property Designated for Skate Park, was removed from the agenda.

A.5 Approval of the Agenda:

Motion: It was moved to approve the agenda as amended.

Motion by: Director Clark-Peterson; **Second:** Director Orsini
There were no comments from the Board or public.

Roll Call: Ayes: Binder, Clark-Peterson, Mayo, Orsini, and Couch 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 2022/2023) for the Measure B Maintenance Assessment District – Renewal for Parks, Open Space, and Recreational Facilities.

Consider Adopting Resolution 2022-13 Amending and/or Approving the Final Engineer’s Annual Levy Report for the Measure B Maintenance Assessment District - Renewal for Parks, Open Space, and Recreational Facilities for Fiscal Year 2022/2023

Consider Adopting Resolution 2022-14 Ordering the Levy and Collection of Assessments within the Measure B Maintenance Assessment District - Renewal for Parks, Open Space, and Recreational Facilities for Fiscal Year 2022/2023

President Couch opened the public hearing at 7:08 p.m.

Recreation Director Frisbee opened with a review of the item.

There was no public comment.

The public hearing closed at 7:12 p.m.

Motion: It was moved to adopted Resolutions 2022-13 and 2022-14.

Motion by: Director Orsini; **Second:** Director Binder

Roll Call: Ayes: Binder, Clark-Peterson, Mayo, Orsini, and Couch Nays: None Absent: None

Motion Summary: Motion Passed

AGENDA ITEM C. PUBLIC COMMENT AND WRITTEN COMMUNICATIONS:

David Baldosser brought cookies for the Board as a thank you.

Chad Sefcik suggested the Boys and Girls Club paint the gazebo at Pierson Park, and possibly other locations, due to excessive graffiti.

AGENDA ITEM D. CONSENT CALENDAR:

- D.1 Consider Approval of the Minutes of the Board of Directors Regular Meeting on April 6, 2022
- D.2 Consider Approval of March 2022 Treasurer’s Report
- D.3 Compliance with State Double Check Valve (DCV) Law
- D.4 Reaffirm Resolution 2021-27 Making Findings Pursuant to Government Code Section 5493, as Amended by Assembly Bill 361, and Authorizing the Continued Use of Virtual Meetings
- D.5 Consider Approval of Hiller Sports Complex Facility Use Agreement Contracts between MCSD and the Mad River Youth Soccer League (MRYSL)
- D.6 Adopt Proclamation: May 1-7, 2022 Professional Municipal Clerks Week
- D.7 Review the McKinleyville Skatepark Quarterly Project Status Update
- D.8 Consider Approval of 2021 Consumer Confidence Report (CCR)

D.9 Consider Approval of Resolution 2022-15 Supporting Assembly Concurrent Resolution No. 180 and Proclaiming May 15-22, 2022 Special Districts Week

Motion: It was moved to approve the Consent Calendar.

Motion by: Director Orsini; **Second:** Director Clark-Peterson

Roll Call: Ayes: Binder, Clark-Peterson, Orsini, and Couch Nays: None Absent: None

Unable to Vote Due to Tech Issues: Mayo

Motion Summary: Motion Passed

AGENDA ITEM E. CONTINUED AND NEW BUSINESS:

E.2 Central Avenue Water & Sewer Mainline Rehabilitation Project, Basis of Design Report

Staff opened the item and then asked Nathan Stevens from GHD to give a presentation to the Board. The Board asked clarifying questions. There were no comments from the public.

This was an informational only item; no action taken.

E.3 Review Operations DRAFT Budget for Water, Wastewater, and Streetlights Funds FY 2022-23

Finance Director Alvarado opened the item up for discussion. The Board provided comments and asked clarifying questions. There were no comments from the Public.

This was an informational only item; no action taken.

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

Board Secretary Sousa gave an overview of the item. President Couch recused himself from this item. Vice President Clark-Peterson led the Board on this item.

Motion: Vote for David Couch as the regular member of Humboldt LAFCo.

Motion by: Director Mayo **Second:** Director Binder

Roll Call: Ayes: Binder, Mayo, Orsini, and Clark-Peterson Nays: None Absent: Couch

Motion Summary: Motion Passed

Motion: Vote for David Couch as the alternate member of Humboldt LAFCo.

Motion by: Director Orsini **Second:** Director Mayo

Roll Call: Ayes: Binder, Mayo, Orsini, and Clark-Peterson Nays: None Absent: Couch

Motion Summary: Motion Passed

AGENDA ITEM F. REPORTS

F.1 ACTIVE COMMITTEE REPORTS

- a. **Parks and Recreation Committee (Binder/Clark-Peterson):** Nothing further to report from Director Frisbee's report.
- b. **Area Fund (John Kulstad/Clark-Peterson):** Did not meet.
- c. **Redwood Region Economic Development Commission (Clark-Peterson/Binder):** Nothing to report. Director Clark-Peterson asked if Director Mayo might be able to be placed as an alternate director so that he may vote when needed at these meetings. Director Binder stated he is available to stay as the alternate and take over as needed during Director Clark-Peterson's absences.
- d. **McKinleyville Senior Center Advisory Council (Binder/Clark-Peterson):** The Board did not meet but will be meeting in June. He mentioned other meetings that he attended on behalf of the Senior Center.

- e. **Audit and Finance (Orsini/Couch):** Did not meet.
- f. **Employee Negotiations (Couch/Mayo):** Did not meet.
- g. **McKinleyville Municipal Advisory Committee (Orsini/Binder):** Director Orsini reported on the most recent meeting.
- h. **Local Agency Formation Commission (Couch):** Did not meet.
- i. **Environmental Matters Committee (Couch/Clark-Peterson):** Did not meet.
- j. **Ad Hoc Community Forest Committee (Mayo/Orsini):** Directory Orsini noted a future meeting to look at the southern access.

F.2 LEGISLATIVE AND REGULATORY REPORTS

Director Orsini has a CSDA Legislative meeting coming up and he will report out after that meeting.

F.3 STAFF REPORTS

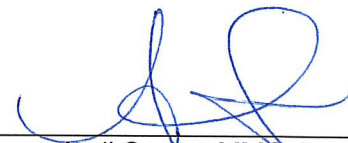
- a. **Support Services Department (Nicole Alvarado/Colleen M.R. Trask):** Finance Director Trask highlighted the lock process for the month of April. Director Orsini commended the staff on their work with customer payments.
- b. **Operations Department (James Henry):** Operations Director James Henry had nothing further to add to his written report.
- c. **Parks & Recreation Department (Lesley Frisbee):** Recreation Director Lesley had nothing further to add to her written report
- d. **General Manager (Patrick Kaspari):** General Manager Kaspari reminded the Board of the Board Director's Retreat on May 7, 2022. Director Orsini asked for clarification on the cost savings of the manhole repairs. Operations Director Henry explained how this number was calculated.

F.4 PRESIDENT'S REPORT: President Couch noted the 50th Anniversary of the Clean Water Act.

F.4 BOARD MEMBER COMMENTS, ANNOUNCEMENTS, REPORTS AND AGENDA ITEM REQUESTS: President Couch gave County Supervisor Madrone the opportunity to speak. Supervisor Madrone had nothing to report.

G. ADJOURNMENT:

Meeting Adjourned at 8:16p.m.



April Sousa, MMC, Board Secretary