



**Mission statement of McKinleyville Community Services District:**  
*“Provide McKinleyville with safe and reliable water, wastewater, lighting, open space, parks and recreation, library services, and other appropriate services for an urban community in an environmentally and fiscally responsible manner.”*

**NOTICE IS HEREBY GIVEN THAT A *REGULAR* MEETING OF THE  
MCKINLEYVILLE COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS  
WILL BE HELD  
WEDNESDAY, JULY 7, 2021 AT 7:00pm**

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

**Or**

**TELECONFERENCE Via ZOOM & TELEPHONE:  
Use ZOOM MEETING ID: 858 4010 5980 (<https://us02web.zoom.us/j/85840105980>) or DIAL  
IN TOLL FREE: 1-888-788-0099 (No Password Required!)**

#### **Participation information**

To participate in person, please come to Azalea Hall. Masks will be required for those who are unvaccinated.

To participate via 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.

The public may also submit written comments to the Board Secretary at:  
[comments@mckinleyvillecsd.com](mailto:comments@mckinleyvillecsd.com) up until 4:30 p.m. on Tuesday, July 6, 2021.

All Public Comment received before the above deadline will be provided to the Board at 9 a.m. on Wednesday, July 7, 2021 in a supplemental packet information that will also be posted on the website for public viewing.

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### **AGENDA**

**7:00 p.m.**

#### **A. CALL TO ORDER**

A.1 Roll Call

A.2 Pledge of Allegiance

A.3 Additions 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

#### A.5 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.*

### **NO CLOSED SESSION SCHEDULED**

## **B. PUBLIC HEARINGS**

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

### **No Public Hearings**

## **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 June 2, 2021

Attachment 1 – Draft Minutes from June 2, 2021

#### D.2 Consider Approval of May 2021 Treasurer's Report

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

#### D.4 Consider Approval of Contract Amendment for GHD to Provide Construction Management Services for Microgrid Construction

Attachment 1 – Scope of Work for GHD CM Services

#### D.5 Consider approval of the Memorandum of Understanding (MOU) for Central Avenue Right of Way Landscape Maintenance with Humboldt County Department of Public Works (DPW)

Attachment 1 – Central Avenue Memorandum of Understanding

- D.6 Consider Approval of Agreement Between McKinleyville Union School District and the McKinleyville Community Services District for the Provision of After School Leaders to the 21st Century Community Learning Center After School Program at Dows Prairie Elementary School and Morris Elementary School  
Attachment 1 – MUSD and MCSD Agreement

## **E. CONTINUED AND NEW BUSINESS**

- E.1 Consider Second Reading and Adoption of Ordinance No. 2021-05 Adding Section 68.04 to Regulation 68, Latent Powers of Article VI: Miscellaneous, Addressing Library Powers of the MCSD Rules and Regulations (Action)  
Attachment 1 – Ordinance No. 2021-05  
Attachment 2 – Regulation 68 (Tracked Changes)
- E.2 Consider First Reading of Ordinance No. 2021-06 Adding Article VII: Water Conservation Establishing Rules and Regulations for Rationing Water During a Water Shortage Emergency and Establishing Penalties for Violations Thereof (Action)  
Attachment 1 – Ordinance No. 2021-06  
Attachment 1a – Exhibit A to Ordinance No. 2021-06  
Attachment 2 – Water Shortage Plan Presentation Slides
- E.3 Consider Appointment of Philip Heidrick for Vacant Position on the Park and Recreation Committee (PARC) (Action)  
Attachment 1 – Application to PARC – Phil Heidrick
- E.4 Reserve Policy – Calculations and Funding (Information)  
Attachment 1 – Reserve Policy with calculations and funding
- E.5 Consider Attendance to the California Special District's Association (CSDA) 2021 Annual Conference August 30-September 2, 2021, in Monterey, California (Action)  
Attachment 1 – CSDA Conference Complete Brochure

## **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/Clark-Peterson)
- b. Area Fund (John Kulstad/Clark-Peterson)
- c. Redwood Region Economic Development Commission (Clark-Peterson/Binder)
- d. McKinleyville Senior Center Board Liaison (Clark-Peterson/Binder)
- e. Audit (Orsini/Couch)
- f. Employee Negotiations (Couch)
- g. McKinleyville Municipal Advisory Committee (Orsini)
- h. Humboldt Local Agency Formation Commission (Couch)
- i. Environmental Matters Committee (Couch/Clark-Peterson)

- j. AdHoc Committee – Community Forest (Mayo/Orsini)
- k. AdHoc Committee – Latent Powers (Couch/Orsini)

**F.2 LEGISLATIVE AND REGULATORY REPORTS**

**F.3 STAFF REPORTS**

- a. Support Services Department (Colleen M.R. Trask)
  - 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**

**G. ADJOURNMENT**

**Posted 5:00 pm on July 2, 2021**

*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](http://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.*