



Mission statement of McKinleyville Community Services District:
"Provide McKinleyville with safe and reliable water, wastewater, lighting, open space, parks and recreation, and library services 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, DECEMBER 2, 2020 AT 6:15/7:00pm**

TELECONFERENCE Via ZOOM & TELEPHONE**

**Use ZOOM MEETING ID: 843 9055 3681 (<https://us02web.zoom.us/j/84390553681>) or DIAL
IN TOLL FREE: 1-888-788-0099**

** Please Note: The meeting will begin promptly at 6:15 p.m. for the Closed Session Meeting. The meeting will be locked as the Board adjourns to Closed session and will not become open again until 7:00 p.m. Those attempting to log in early while the meeting is still locked will receive an "invalid login" error until the webinar begins again and the meeting is unlocked.

To participate, please teleconference using 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 up until 4:30 p.m. on Tuesday, December 1, 2020.

All Public Comment received before the above deadline will be provided to the Board at 9 a.m. on Wednesday, December 2, 2020 in a supplemental packet information that will also be posted on the website for public viewing.

To participate during the meeting itself, the public will be admitted as attendees. Each member of the public will need to raise their hands to be recognized to speak.

CLOSED SESSION AGENDA **6:15 p.m.**

A. CALL TO ORDER

A.1 Roll Call

A.2 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.*

- Zoom Public Comment: When the MCSD Board President announces the agenda item that you wish to comment on, you must use the "raise your hand" feature that is present at the bottom of your

screen. If you are on the phone, you will need to press star (*) 9 on your phone, which will raise your hand. When it is time for public comment on the item you wish to speak on, you will be recognized by the Board President and you will be allowed to unmute (please note, your unmute and video are disabled throughout the meeting, and your audio only will be enabled when called upon, and you will be able to unmute at that time). You will have 3 minutes to comment.

A.3 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

A.4 Report out of Closed Session

REGULAR MEETING 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

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

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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 November 4, 2020
Attachment 1 – Draft Minutes from November 4, 2020
- D.2 Consider Approval of October 2020 Treasurer’s Report
- D.3 Consider Approval of the Lease for Rental of Pialorsi House
Attachment 1 – Final Lease with Attachments
- D.4 Consider Approval of Submittal of CSDA Call to Action Letter to California Department of Housing and Community Development (HCD) on Surplus Land Act (SLA) Draft Guidelines that Threaten Special Service District’s Ability to Lease Land
Attachment 1 – HCD SLA Draft Guidelines Comments Draft Letter

E. CONTINUED AND NEW BUSINESS

- E.1 Presentation of the Community Builder Award to Hooven & Co., Inc
Attachment 1 – Hooven & Co., Inc Response to Interview Questions
- E.2 Recognition of Leaving Board Members
Attachment 1 – Certificate of Recognition – Shel Barsanti
Attachment 2 – Certificate of Recognition – Mary Burke
Attachment 3 – Resolution 2020-25 Recognizing John Corbet for 18 Years of Service.
- E.3 Consideration of Burris Appeal
Attachment 1 – MCSD Water Leak Adjustment Policy
Attachment 2 – Water Leak Adjustment Calculations
Attachment 3 – Original Leak Adjustment Request and Appeal
- E4 Consider Approval of Proposed Reserve Policy Updates
Attachment 1 – Draft Updated Reserve Policy 2020
- E.5 Election Results and Set Special Meeting to Administer the Oath of Office to New Board Members

- E.6 Consider Approval of Ordinance 2021-01 Amending Regulation 21-Connection Charges to Address Accessory Dwelling Units (ADU) Connection Fees – First Reading
Attachment 1 – Revision to Rule 21 in Track Changes
Attachment 2 – Ordinance No. 2021-01, An Ordinance of the McKinleyville Community Services District Amending Regulation 21 – Connection Charges, of the MCSD Rules and Regulations
- E.7 Consider Approval of Ordinance 2021-02 Amending Regulation 40 – Parks and Recreation Committee – First Reading
Attachment 1 – Revision to Rule 40 in Track Changes
Attachment 2 – Ordinance No. 2021-02, An Ordinance of the McKinleyville Community Services District Amending Regulation 40 – Parks and Recreation Committee, of the MCSD Rules and Regulations

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. Recreation Advisory Committee (Couch/Mayo)
- b. Area Fund (John Kulstad/Barsanti)
- c. Redwood Region Economic Development Commission (Mayo/Burke)
- d. McKinleyville Senior Center Board Liaison (Barsanti/Burke)
- e. Audit (Corbett/Barsanti)
- f. Employee Negotiations (Couch/Corbett)
- g. McKinleyville Municipal Advisory Committee (Burke/Mayo)
- h. Humboldt Local Agency Formation Commission (Couch)
- i. Environmental Matters Committee (Couch/Corbett)
- j. Ad Hoc Community Forest Committee (Mayo/Corbett)
- k. Ad Hoc Latent Powers Committee (Corbett/Couch)

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 November 25, 2020

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.