



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, MARCH 3, 2021 AT 7:00pm**

TELECONFERENCE Via ZOOM & TELEPHONE:
Use ZOOM MEETING ID: 868 5268 1640 (<https://us02web.zoom.us/j/86852681640>) or DIAL
IN TOLL FREE: 1-888-788-0099 (No Password Required!)

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, or the public may submit written comments to the Board Secretary at: comments@mckinleyvillecsd.com up until 4:30 p.m. on Tuesday, March 2, 2021.

All Public Comment received before the above deadline will be provided to the Board at 9 a.m. on Wednesday, March 3, 2021 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.

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 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.*

- 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.

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 February 3, 2021
Attachment 1 – Draft Minutes from February 3, 2021
- D.2 Consider Approval of December 2020 Treasurer’s Report
- D.3 Compliance with State Double Check Valve (DCV) Law
- D.4 Approve Conflict Waiver Relating to the Exclusive Representation of Humboldt Bay Municipal Water District (HBMWD) by Mitchell Law Firm in Connection with the Contemplated Trinidad Rancheria Water Mainline Extension
Attachment 1 – February 3, 2021 letter from Mitchell Law Firm: Disclosure of Conflict of Interest; Request for Mutual Waiver from McKinleyville CSD and Humboldt Bay Municipal Water District
Attachment 2 – Consent Waiver related to exclusive representation of HBMWD by Mitchell Law Firm, LLP
- D.5 Consider Approval of District becoming a Listed Supporter to the Special Districts Provide Essential Services Act of 2021 (S.91/H.R.535)

Attachment 1 – CSDA Call for Support Information

- D.6 Approve Second Amendment to the Cell Tower Lease with PWM, Inc. for Existing Cell Towers at District Headquarters Property
Attachment 1 – Second Amendment to Lease Option and Ground Lease between MCSD and PWM, Inc. for cell tower at 1656 Sutter Road, McKinleyville
Attachment 2– Original Lease Option and Ground Lease for cell tower
Attachment 3 – First Amendment to Lease Option and Ground Lease
- D.7 2020 Wastewater Management Facility Annual Report to the North Coast Regional Water Quality Control Board (NCRWQCM)
Attachment 1 – Summary of 2020 Wastewater Management Facility Annual Report
- D.8 Adoption of Resolution 2021-09 Adopting COVID-19 Policies and Procedures for McKinleyville Community Services District
Attachment 1 – Resolution 2021-09
Appendix A – COVID-19 Policies and Procedures
- D.9 Consider Adoption Resolution 2021-07 Approving the Revisions of the Board Policy Manual Appendix A Referring to the McKinleyville Municipal Advisory Committee Board Appointment
Attachment 1 – Resolution 2021-07
Attachment 2 – Board Policy Manual Appendix A (pgs. 24/25) with Tracked Changes
- D.10 Approval of Hiller Sports Complex Facility Use Agreement Contracts Between MCSD and the Following Youth Sport Organizations: Mad River Girls Fastpitch Softball (Humboldt ASA); and McKinleyville Little League
Attachment 1 and 1a – HSC Agreement between MCSD and McKinleyville Little League and Supplemental Maintenance Agreement Between McKinleyville Little League and MCSD
Attachment 2 – Hiller Sports Site Use Agreement between MCSD and Mad River Girls Fastpitch Softball

E. CONTINUED AND NEW BUSINESS

- E.1 Consider Adoption of Resolution 2021-05 Recognizing, Honoring and Commending Chris Reed for Ten (10) Years of Service (Action)
Attachment 1 – Resolution 2021-05
- E.2 Consider Adoption of Resolution 2021-06 Adoption of the District’s Section of the Humboldt Operational Area Hazard Mitigation Plan (Action)
Attachment 1 – Resolution 2021-06
Attachment 2 – Cover and Table of Contents of Volume 1 of the Humboldt County Operational Area Hazard Mitigation Plan 2019

Attachment 3 – Cover, Table of Contents and Chapter 12, the MCSD Annex of Volume 2 of the Humboldt County Operational Area Hazard Mitigation Plan 2019

- E.3 Consider First Reading of Ordinance No. 2021-04 Adding Regulation 68, Latent Powers, to Article VI: Miscellaneous, of the MCSD Rules and Regulations (Action)
Attachment 1 – Ordinance No. 2021-04
- E.4 Consider Attendance at the California Special District Association (CSDA) Special Districts Virtual Legislative Days May 18-19, 2021 (Action)
Attachment 1 – 2021 Save the Date Virtual Legislative Days Information
- E.5 Consider Adoption of Resolution 2021-08 Nominating Gregory Orsini to the California Special District Association (CSDA) Board of Directors, Seat A: Northern Network (Action)
Attachment 1 – CSDA Call for Nominations Letter
Attachment 2 – CSDA Network Map
Attachment 3 – CSDA Nominations and Candidate Forms
Attachment 4 – Resolution 2021-08
- E.6 Review Information for the Draft Capital Improvement Plan for the Operational Funds: Water, Wastewater, and Streetlights, FY2021-22 (Information)
Attachment 1 – Draft Capital Improvement Plan Budget for the Water, Wastewater, and Streetlights Funds
Attachment 2 – Draft Capital Improvement Plan Narrative for the Water, Wastewater, and Streetlights Funds

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/Mayo)
- g. McKinleyville Municipal Advisory Committee (Orsini/Binder)
- 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 February 26, 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 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.