



**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, JUNE 1, 2022 AT /6:307:00pm**

**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](mailto:comments@mckinleyvillecsd.com) up until 4:30 p.m. on Tuesday, May 31, 2022.

All Public Comment received before the above deadline will be provided to the Board at 9 a.m. on Wednesday, June 1, 2022 in a supplemental packet information that will also be posted on the website for public viewing.

Please note that, due to potential technical difficulties, the quality of the Zoom meeting cannot be guaranteed. **If you have public input to provide on an agenda item, it is recommended you attend in person at Azalea Hall or submit written comments as outlined above.**

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**CLOSED SESSION AGENDA**  
**6:30 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.*

### **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. **CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Gov. Code § 54956.8)**

**Property:** APN 509-021-045-000

**Agency Negotiator:** Patrick Kaspari (MCSD General Manager); Michael Colantuono (MCSD Legal Counsel)

**Negotiating Parties:** Douglas Shaw (American Hospital Management Corp.)

**Under Negotiation:** Price and Terms of Payment

## **REGULAR AGENDA**

**7:00 p.m.**

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

A.1 Report Out of Closed Session

A.2 Roll Call

A.3 Pledge of Allegiance

A.4 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.5 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 May 4, 2022 and May 7, 2022 Special Meeting
  - Attachment 1 – Draft Minutes from May 4, 2022
  - Attachment 2 – Draft Minutes from May 7, 2022
- D.2 Consider Approval of April 2022 Treasurer’s Report
- D.3 Compliance with State Double Check Valve (DCV) Law
- D.4 Reaffirm Resolution 2021-27 Making Finding Pursuant to Government Code Section 5493, as Amended by Assembly Bill 361, and Authorizing the Continued Use of Virtual Meetings
  - Attachment 1 – Resolution 2021-27
- D.5 Consider Adoption of Resolution 2022-20 Amending the Rules and Regulations Rule 45.03.b Facility Use Fees and 45.03.c Event Services Fees
  - Attachment 1 – Resolution 2022-20
  - Attachment 2 – Table of Current Fees to Proposed Fees
- D.6 Consider Approval to Declare 2002 Ford Taurus Surplus

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

- E.1 Consider Adoption of Resolution 2022-16 Recognizing, Honoring, and Commending Erik Jones for Twenty (20) Years of Service (Action)
  - Attachment 1 – Resolution 2022-16
- E.2 Consider Adoption of Resolution 2022-17 Recognizing and Honoring Colleen MR Trask on her Retirement (Action)
  - Attachment 1 – Resolution 2022-17
- E.3 Consider Approval of the Right of Entry, Design and Construction Agreement between the Humboldt Skate Park Collective and McKinleyville Community Services District
  - Attachment 1 – Right of Entry, Design and Construction Agreement between HSPC and MCSD
- E.4 FY 2021-22 Budget Review and Potential Amendment

Attachment 1 – FY 2021-22 Budget Revision for the Parks/General Fund

Attachment 2 – FY 2021-22 Budget Revision for the Streetlights Fund

Attachment 3 – FY 2021-22 Budget Revision for the Water Fund

- E.5 Consider approval of FY 2022-23 Proposed Budget and Approve Resolution 2022-18 Establishing Appropriations Limit (Action)  
Attachment 1 – Budget for FY 2022-23  
Attachment 2 – Resolution 2022-18
- E.6 Consider Adoption of Resolution 2022-19, Instituting Stage 2 Water Conservation Measures as Required by Governor’s Executive Order N-7-20 & SWRCB Emergency Regulations (Action)  
Attachment 1 – Resolution 2022-19
- E.7 Introduction to California CLASS and Discussion of Becoming Members to Joint Powers Agreement (Information)  
Attachment 1 – California CLASS and Public Trust Advisors Information  
Attachment 2 – Sample Resolution for Joining the California CLASS Joint Powers Authority

## **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 (Binder/Clark-Peterson)
- e. Audit & Finance Committee (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)

### **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 May 27, 2022**

*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.*