



**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, September 2, 2020 AT 6:00/7:00pm**

**TELECONFERENCE Via ZOOM & TELEPHONE:**

**Use ZOOM MEETING ID: 675 633 6928 (<https://zoom.us/j/6756336928>) 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 at: [comments@mcsd.com](mailto:comments@mcsd.com) up until 4:30 p.m. on Tuesday, September 1, 2020.

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

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**CLOSED SESSION AGENDA**

**6:00 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. Significant exposure to litigation pursuant to § 54956.9(b): 1 Potential Case; Phil Lazzar Claimant

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

## **REGULAR MEETING 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 August 5, 2020

Attachment 1 – Draft Minutes from August 5, 2020

D.2 Consider Approval of July 2020 Treasurer's Report

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

D.4 Authorize General Manager to Send Letter of Support for Humboldt Bay Municipal Water District's Application for a US Economic Development Administration Industrial System Rehabilitation Project Grant

Attachment 1 – Request for Support Letter from HBMWD

Attachment 2 – Copy MCSD letter of Support

- D.5 Approval of Proposal to Conduct a Capacity Fee Study from Willdan Financial Services  
Attachment 1 – Proposal from Willdan Financial Services.

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

- E.1 Consider Approval of Professional Services Agreement with US Ecology to Perform Remediation and Demolition of PCB Impacted Milking Shed at Pialorsi Ranch  
Attachment 1 – US Ecology Professional Services Agreement  
Attachment 2 – North Coast Environmental Construction Quote
- E.2 Consider Approval of Professional Services Agreement with GHD to Perform Phase 3c of the Mainline Replacement and Rehabilitation Master Plan  
Attachment 1 – GHD Scope Phase 3C, Water & Sewer Mainline\Replacement & Rehabilitation Master Plans
- E.3 Consider Approval of a Temporary 50% Reduction in Facility Use Fees for the McKinleyville Senior Center at Azalea Hall  
Attachment 1 – Amendment to 2020 Senior Center Agreement
- E.4 BMX Track Development Proposal Presentation  
Attachment 1 – MCSD BMX Presentation
- E.5 Annual Review and Discussion of 2019-2024 Strategic Plan  
Attachment 1 – Strategic Plan 2019-2024 – Red Lined Staff Revisions
- E.6 Discussion regarding Digital Meeting Guidelines, Procedures, and Universal Technology Elements  
Attachment 1 – Laptop/Tablet Cost Estimates
- E.7 Discuss and Consider Approval of Resolution 2020-22 Adopting the Mitigated Negative Declaration and the Mitigation Monitoring and Reporting Program for the Mad River Floodplain and Public Access Enhancement Project, and Approving the Project based on Approval of Final Construction Funding  
Attachment 1 – A portion of Mad River Floodplain and Public Access Enhancement Project Initial Study and Mitigated Negative Declaration State Clearinghouse Link to Full Document and comments  
<https://ceqanet.opr.ca.gov/2020039047/2>  
Attachment 2 – Proof of Publication  
Attachment 3 – Notice of Completion & Environmental Document Transmittal  
Attachment 4 – Comment Letters Received  
Attachment 5 – Response to Comments  
Attachment 6 – Total Project Cost Detail Table  
Attachment 7 – Resolution 2020-22  
Attachment 8 – Mitigated Monitoring Report

Attachment 9 – Notice of Determination  
Attachment 10 – Public Comment Received by 8/26/20

- E.8 Consider Approval of the Location of the Solar Panels for the Microgrid Project to be Located at the Wastewater Management Facility  
Attachment 1 – McKinleyville CSD Microgrid Project, High Level Review Report, Ameresco, Aug. 19, 2020

## **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. AdHoc Committee – Community Forest (Corbett/Burke)

### **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 August 28, 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/meetings](http://McKinleyvillecsd.com/meetings) or upon request at the MCSD office, 1656 Sutter 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.*