

**MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT HELD ON WEDNESDAY, MARCH 6, 2024 at 6:00 P.M. IN PERSON AT AZALEA HALL – 1620 PICKETT ROAD, MCKINLEYVILLE, CALIFORNIA and TELECONFERENCE Via ZOOM & TELEPHONE: ZOOM MEETING ID: 859 4543 6653 (<https://us02web.zoom.us/j/85945436653>) and TOLL FREE: 1-888-788-0099**

**AGENDA ITEM A. CALL TO ORDER:**

**A.1 Roll Call:** The meeting was called to order at 6:00 p.m. with following Directors and staff in attendance in person at Azalea Hall:

Scott Binder, President	Pat Kaspari, General Manager
James Biteman, Vice President	Joey Blaine, Board Secretary
David Couch, Director	Lesley Frisbee, Parks & Recreation Director
Dennis Mayo, Director	James Henry, Operations Director
Greg Orsini, Director	

**A.2 Pledge of Allegiance:** The Pledge of Allegiance was led by Director Couch.

**A.3 Additions to the Agenda:** There were no additions or changes to the agenda.

**A.4 Approval of the Agenda:**

**Motion:** It was moved to approve the agenda.

**Motion by:** Director Couch; **Second:** Director Orsini

There were no comments from the Board or public.

**Roll Call:** Ayes: Binder, Biteman, Couch, Mayo, and Orsini Nays: None Absent: None

**Motion Summary:** Motion passed.

**A.5 Closed Session Discussion**

There was no closed session scheduled.

**AGENDA ITEM B. PUBLIC HEARINGS:**

There was no public hearing scheduled.

**AGENDA ITEM C. PUBLIC COMMENT AND WRITTEN COMMUNICATIONS:**

Charlie Caldwell, McKinleyville resident, gave public comment.

**AGENDA ITEM D. CONSENT CALENDAR:**

**D.1 Consider Approval of the Minutes of the Board of Directors Regular Meeting on February 7, 2024**

**D.2 Consider Approval of January 2024 and December 2023 Treasurer's Reports**

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

**D.4 Review and Approve the Amendments to the County Lease for Library Facilities**



- D.5 Consider and Possible Approval of Contract with GHD to Provide Engineering And Environmental Services for the Fischer Sewer Lift Station Seismic Retrofit Project
- D.6 2023 Wastewater Management Facility Annual Report for the North Coast Regional Water Quality Control Board (NCRWQCB)
- D.7 Consider Approval of Hiller Sports Complex Facility Use Agreement Contracts with Fee Increases, between MCSD and the Following Youth Sport Organizations: McKinleyville Little League; and Humboldt Fastpitch Softball

**Motion:** It was moved to approve the Consent Calendar

**Motion by:** Director Orsini; **Second:** Director Mayo

There were no comments from the Board or public.

**Roll Call:** Ayes: Binder, Biteman, Couch, Mayo, and Orsini Nays: None Absent: None

**Motion Summary:** Motion passed.

#### AGENDA ITEM E. CONTINUED AND NEW BUSINESS:

- E.1 Consider Call for Nominations for District Board Members to Serve on Humboldt Local Agency Formation Commission (LAFCo)

Board Secretary Blaine presented the item.

The Board held a brief discussion.

Tom Boyer of the McKinleyville Incorporation Exploration Subcommittee gave public comment.

**Motion:** It was moved to nominate Director Couch to be considered for LAFCo's Regular Member seat.

**Motion by:** Director Orsini; **Second:** Director Mayo

There were no comments from the Board or public.

**Roll Call:** Ayes: Binder, Biteman, Couch, Mayo, and Orsini Nays: None Absent: None

**Motion Summary:** Motion passed.

- E.2 Consider Approval of Ordinance 2024-01 Amending Regulations 46-48, Pertaining to the McKinleyville Community Forest – First Reading

Parks and Recreation Director Frisbee presented the item.

Shawn Fife, Kevin Creed, Twila Sanchez, Charlie Caldwell, and Lyle Rychlik gave public comment regarding the regulation of e-bikes.

Parks and Recreation Director Frisbee read public comment from Jane Fusek regarding the regulation of e-bikes.

Board Discussion ensued.

**Motion:** It was moved to approve the First Reading of Ordinance 2024-01, by title only.

**Motion by:** Director Orsini; **Second:** Director Mayo

There were no comments from the Board or public.

**Roll Call:** Ayes: Binder, Biteman, Couch, Mayo, and Orsini Nays: None Absent: None

**Motion Summary:** Motion passed.



**E.3 Review Information for the Draft Capital Improvement Plan for the Operational Funds: Water, Wastewater, and Streetlights, FY2024-25**

Operations Director Henry presented the item.

Board members asked clarifying questions.

This was an informational item. No action was taken.

**E.4 Consider Joining the ACWA (Association of California Water Agencies) Coalition Supporting ACWA-Sponsored AB 2257**

General Manager Kaspari overviewed the item.

The Board held a brief discussion.

**Motion:** It was moved to authorize the General Manager to sign on to join the ACWA coalitions supporting ACWA-Sponsored AB-2257 on behalf of the District.

**Motion by:** Director Orsini; **Second:** Director Mayo

There were no comments from the Board or public.

**Roll Call:** Ayes: Binder, Biteman, Couch, Mayo, and Orsini Nays: None Absent: None

**Motion Summary:** Motion passed.

**AGENDA ITEM F. REPORTS**

**F.1 ACTIVE COMMITTEE REPORTS**

- a. **Parks and Recreation Committee (Binder/Biteman):** Director Binder had nothing to report further than that in Parks and Recreation Director Frisbee's staff report.
- b. **Area Fund (John Kulstad/Binder):** Did not meet.
- c. **Redwood Region Economic Development Commission (Biteman/Mayo):** Director Biteman gave a brief update from the January meeting of the RREDC.
- d. **McKinleyville Senior Center Advisory Council (Binder/Couch):** Director Binder gave a brief report on the activities of the Senior Center.
- e. **Audit and Finance (Orsini/Biteman):** Did not meet.
- f. **Employee Negotiations (Couch/Mayo):** Did not meet.
- g. **McKinleyville Municipal Advisory Committee (Orsini/Binder):** Director Binder gave a brief report out of the February 28, 2024 meeting.
- h. **Ad Hoc Community Forest Committee (Mayo/Orsini):** Director Mayo and Director Orsini gave a brief report out of the February 20, 2024 meeting.
- i. **HBMWD Muni Water Task Force (Couch/Mayo):** Did not meet.

**F.2 LEGISLATIVE AND REGULATORY REPORTS**

**F.3 STAFF REPORTS**

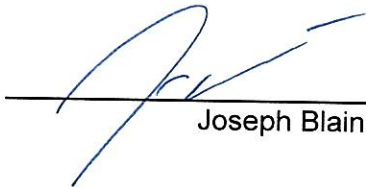


- a. **Finance and Administration Department:** No further comments.
- b. **Operations Department (James Henry):** No further comments
- c. **Parks & Recreation Department (Lesley Frisbee):** No further comments.
- d. **General Manager (Patrick Kaspari):** General Manager Kaspari gave updates on the 4.5 Million Gallon Tank Project and the Mad River Pipeline Project.

**F.4 PRESIDENT'S REPORT:** President Binder gave a brief report from the Board attendance the signage dedication at Lhiwetgut on February 13, 2024 and gave comment on the recent article about the McKinleyville Community Forest in the February 29<sup>th</sup>, 2024 issue of the North Coast Journal.

**F.5 BOARD MEMBER COMMENTS, ANNOUNCEMENTS, REPORTS AND AGENDA ITEM REQUESTS:**

**G. ADJOURNMENT:**  
Meeting Adjourned at 7:41 p.m.

  
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Joseph Blaine, Board Secretary

