



**Mission statement of McKinleyville Community Services District:**  
"McKinleyville Community Services District provides authorized services fundamental to the health and well-being of the community."

**NOTICE IS HEREBY GIVEN THAT A REGULAR MEETING OF THE  
MCKINLEYVILLE COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS  
WILL BE HELD**

**WEDNESDAY, NOVEMBER 6, 2024 AT 6:00pm**

**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, November 5, 2024.

All Public Comment received before the above deadline will be provided to the Board at 9 a.m. on Wednesday, November 6, 2024 in a supplemental packet information that will also be posted on the website for public viewing.

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**AGENDA**

**6:00 p.m.**

**A. CALL TO ORDER**

A.1 Roll Call

A.2 Pledge of Allegiance

A.3 Additions or Changes 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.*

### **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 October 2, 2024 Board of Directors Regular Meeting and the October 23, 2024 Special Meeting

Attachment 1 – Draft Minutes from October 2, 2024  
Attachment 2 - Draft Minutes from October 23, 2024

- D.2 Consider Approval of September Treasurer's Report

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

- D.4 Consider Designation of Director Dennis Mayo Authorized Voting Representative and Director Scott Binder as the Alternate for the December 4, 2024 Association of California Water Agencies (ACWA) Membership Meeting

- D.5 Consider Approval of Public Member Applicants to the Trails, Infrastructure, Clean Up and Security Subcommittee

Attachment 1 – Nicolette Amann Subcommittee Application  
Attachment 2 – Kenneth Burton Subcommittee Application  
Attachment 3 – Nancy Morelli Subcommittee Application  
Attachment 4 – Justin Brown Subcommittee Application  
Attachment 5 – Phil Heidrick Subcommittee Application

Attachment 6 – Charlie Caldwell Subcommittee Application  
Attachment 7 – Shaun Fyfe Subcommittee Application  
Attachment 8 – Subcommittee Ranking Data Memo

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

### **E.1 Consider Approval of Revised Salary Schedule (Action)**

Attachment 1 – CPS-HR Total Compensation Study Memo, Sept 1, 2023  
Attachment 2 – MCSD Draft Revised Salary Schedule  
Attachment 3 – Fiscal Impact Assessment Table  
Attachment 4 – HCSD Rate Study Comparison Chart

### **E.2 Annual Review and Discussion of 2024-2029 Strategic Plan (Informational)**

Attachment 1 – Strategic Plan 2024-2029 – Red Lined Staff Revisions

### **E.3 Consider Adoption of Resolution 2024-24 Initiating the Transfer of Funds from Humboldt County Treasury to Umpqua Bank and California CLASS**

Attachment 1 – Resolution 2024-24

### **E.4 Consider Application for CAL FIRE Forest Health Grant and Designation of the General Manager as the Authorized Agent (Action)**

Attachment 1 – CalVTP Project Description Figure with Treatment Types  
Attachment 2 – Resolution 2024-23

## **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/Biteman)
- b. Area Fund (John Kulstad/Binder)
- c. Redwood Region Economic Development Commission (Biteman/Mayo)
- d. McKinleyville Senior Center Board Liaison (Binder/Couch)
- e. Audit and Finance Committee (Orsini/Biteman)
- f. Employee Negotiations (Couch/Mayo)
- g. McKinleyville Municipal Advisory Committee (Orsini/Binder)
- h. AdHoc Committee – Community Forest (Mayo/Orsini)
- i. HBMWD Muni Water Task Force (Couch/Mayo)

### **F.2 LEGISLATIVE AND REGULATORY REPORTS**

### **F.3 STAFF REPORTS**

- a. Finance & Administration Department (Samantha Howard)
- b. Operations Department (James Henry)
- c. Parks & Recreation Department (Kirsten Messmer)
- 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 1, 2024**

*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.*