

MINUTES OF THE CLOSED/REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT HELD ON WEDNESDAY, JANUARY 6, 2021 7:00 P.M.

TELECONFERENCE Via ZOOM & TELEPHONE:

ZOOM MEETING ID: 836 4924 1188 (<https://zoom.us/j/83649241188>) and TOLL FREE: 1-888-788-0099

AGENDA ITEM A. CALL TO ORDER:

A.1 Roll Call: The regular session of the Board of Directors of McKinleyville Community Services District convened at 7:01 pm with the following Directors and staff in attendance:

Dennis Mayo, President	Pat Kaspari, General Manager
David Couch, Vice President	Colleen Trask, Finance Director
Scott Binder, Director	James Henry, Operations Director
Joellen Clark-Peterson, Director	Lesley Frisbee, Recreation Director
Greg Orsini, Director	April Sousa, Board Secretary
	Joseph Blaine, Tech Support

After the Roll Call, President Mayo asked Board Secretary Sousa to give an overview on how the public can participate in the meeting.

President Mayo addressed the Board on current events at the Capitol in Washington D.C.

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

A.3 Additions to the Agenda: General Manager Kaspari asked the Board to consider the addition of the item to Consider Approval of District becoming Signatory to Western Water letter to the 117th Congress.

Motion: It was moved to add the item to the agenda.

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

There were no comments from the Board or public.

Roll Call: Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

Motion Summary: Motion Passed

Motion: It was moved to approve the Agenda.

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

There were no comments from the Board or public.

Roll Call: Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

Motion Summary: Motion Passed

AGENDA ITEM B. PUBLIC HEARINGS: There were no Public Hearings.

AGENDA ITEM C. PUBLIC COMMENT AND WRITTEN COMMUNICATIONS:

Mary Burke wished the new directors a good meeting and happy new year.

There was no other public comment on items not on the agenda.

AGENDA ITEM D. CONSENT CALENDAR:

Item D.4 – Review of 2020 Integrated Pest Management Plan Annual Report and D.6 – Consider Approval of Memorandum of Understanding by and between County of Humboldt and McKinleyville Community Services District for Fiscal Year 2020-21 were pulled from the agenda.

D.1 Consider Approval of the Minutes of the Board of Directors Meetings on December 2, 2020 and December 9, 2020

D.2 Consider Approval of November 2020 Treasurer’s Report

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

D. 5 Acknowledgement of Conflict of Interest in Connection with Continued MCSD Representation by Mitchell Law Firm, LLP in dealings with Green Diamond Resources Company

Motion: It was moved to approve Consent Calendar items D.1-D.3 and D.5

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

There were no comments from the Board or public.

Roll Call: Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

Motion Summary: Motion Passed

D.4: Review of 2020 Integrated Pest Management Plan Annual Report

Director Clark-Peterson asked clarifying questions regarding the Integrated Pet Management Plan. Operations Director Henry gave a history of the policy and gave several examples. President Mayo and Director Orsini also gave some back information on the policy. There was no other public comment on this item.

Motion: It was moved to approve Consent Calendar item D.4.

Motion by: Director Orsini; **Second:** Director Clark-Peterson

Roll Call: Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

Motion Summary: Motion Passed

D.6 Consider Approval of Memorandum of Understanding by and between County of Humboldt and McKinleyville Community Services District for Fiscal Year 2020-21

President Mayo gave an overview of the process for setting up an appointment with the COVID-19 testing Center. Director Orsini asks clarifying questions regarding financial responsibility and legal counsel review.

Motion: It was moved to approve Consent Calendar item D.6.

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

Roll Call: Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

Motion Summary: Motion Passed

AGENDA ITEM E. CONTINUED AND NEW BUSINESS:

E.1 Presentation of the MCSD Employee of the Year Award to Drew Small

General Manager Kaspari gave an overview of the award and this year's winner, Drew Small. The Board and staff were invited to give comment. Drew Small showed a picture of his award and spoke a few words.

This was an informational item only; no action taken.

E.2 Consideration of Burris Appeal

General Manager Kaspari overviewed the new information since the December meeting when this item was originally brought forward. The Board and public were given an opportunity to ask questions and comment.

Motion: Move to approve the appeal from Hal and Carol Burris with the agreed upon leak adjustment of \$1,450.43.

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

Roll Call: Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

Motion Summary: Motion Passed

E.3 Consider Participation in Feasibility Analysis to Extend Humboldt Bay Municipal Water District (HBMWD) Water Service to Trinidad Rancheria

General Manager Kaspari gave the staff report on this item. John Friedenbach, Sherri Woo and Bruce Rupp from Humboldt Bay Municipal Water District presented on the item. Trinidad Rancheria representatives Jacque Hoster-Carmesion, Shirley Laos and Robert Hemsted commented and answered questions on behalf of the rancheria. There was no public comment. The Board provided several supporting comments.

Motion: Approve the District's participation with Humboldt Bay Municipal Water District and the Trinidad Rancheria to assess the feasibility of extending water service to the Trinidad Rancheria via HBMWD water through the MCSD water distribution system and that any feasibility studies remain cost neutral for MCSD and direct costs be borne by those interested in being served.

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

Roll Call: Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

Motion Summary: Motion Passed

E.4 Consider Approval of the Right of Entry and Design Agreement between the Humboldt Skatepark Collective and McKinleyville Community Services District

Recreation Director Frisbee reviewed the item. Director Clark-Peterson asked clarifying questions relating to the relationships with the groups using the facilities. The public spoke in support of the item.

Motion: Approve the Right of Entry and Design Agreement between the Humboldt Skatepark Collective (HSC) and the McKinleyville Community Services District.

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

Roll Call: Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

Motion Summary: Motion Passed

E.5 Consider Approval of Resolution 2021-01 Authorizing the Application for Statewide Park Development and Community Revitalization Program Grant Funds for the BMX Track and Park Project

Recreation Director Frisbee gave an overview of the item. It was clarified what the "Prop 68" was and that submissions are not competing against each other, so there can be multiple applications from the same agency. Public and Board comment was received in support of the grant and of Recreation Director Frisbee.

Motion: Approve the Right of Entry and Design Agreement between the Humboldt Skatepark Collective (HSC) and the McKinleyville Community Services District.

Motion by: Director Orsini; **Second:** Director Clark-Peterson

Roll Call: Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

Motion Summary: Motion Passed

E.6 Consider Approval of Proposed Reserve Policy Updates

Finance Director Trask gave an overview of the item and answered Board questions. There was no public comment.

Motion: Approve the updated Reserves Policy.

Motion by: Director Couch; **Second:** Director Clark-Peterson

Roll Call: Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

Motion Summary: Motion Passed

E.7 Consider Approval of Ordinance 2021-01 Amending Regulation 21-Connection Charges to Address Accessory Dwelling Units (ADU) Connection Fees – Second Reading and Adoption

General Manager Kaspari reviewed the item. There was no further comment from the Board or the Public

Motion: Approve the Second Reading and Adoption of Ordinance 2021-01, Amending Regulation 21 – connection Charges to Address Accessory Dwelling Units (ADU) Connection Fees, by title only.

Motion by: Director Orsini; **Second:** Director Clark-Peterson

Roll Call: Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

Motion Summary: Motion Passed

E.8 Consider Approval of Ordinance 2021-02 Amending Regulation 40 – Parks and Recreation Committee – Second Reading and Adoption

Parks and Recreation Director Fisbee reviewed the item. The public commented on support for Recreation Director Frisbee

Motion: Approve the Second Reading and Adoption of Ordinance 2021-02, Amending Regulation 40 – Parks and Recreation Committee, by title only.

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

Roll Call: Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

Motion Summary: Motion Passed

E.9 Consider Approval of Ordinance 2021-03 Amending Regulation 5 – Connection Charges to Address Accessory Dwelling Units (ADU) Water Connection Fees – First Reading

General Manager Kaspari reviewed the item. There was no further Board or Public comment.

Motion: Approve the First Reading of Ordinance 2021-03, Amending Regulation 5 – Connection Charges to Address Accessory Dwelling Units (ADU) Water Connection Fees

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

Roll Call: Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

Motion Summary: Motion Passed

E.10 Consider Approval of District becoming Signatory to Western Water letter to the 117th Congress

General Manager Kaspari reviewed the item. President Mayo, who is also the Board representative to the Association of California Water Agencies, expanded on the General Manager's presentation of the item. Randy Turner gave public input against this item and encouraged the Board to vote no. The Board discussed.

Motion: Approve becoming a signatory to the January 7, 2021 Western Water Letter to the 117th session of Congress.

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

Roll Call: Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

Motion Summary: Motion Passed

AGENDA ITEM F. REPORTS

F.1 ACTIVE COMMITTEE REPORTS

President Mayo reviewed the Committee Assignments and added Board assignments to those committees that still needed it.

a. **Parks and Recreation Committee (Binder/Clark-Peterson):** Had nothing further to report from Recreation Director Frisbee's report in F.3.c.

b. **Area Fund (John Kulstad/Clark-Peterson):** Did not meet.

- c. **Redwood Region Economic Development Commission (Clark-Peterson/Binder):** Nothing to report. New Board delegates have not met with RREDC yet.
- d. **McKinleyville Senior Center Advisory Council (Clark-Peterson/Binder):** Did not meet.
- e. **Audit (Orsini/Couch):** Did not meet – but noted there was a planned meeting soon.
- f. **Employee Negotiations (Couch):** Did not meet. President Mayo appointed himself as the second Board member to this committee
- g. **McKinleyville Municipal Advisory Committee (Orsini):** Director Orsini gave a brief report. President Mayo appointed Director Binder as the second Board member to this committee.
- h. **Local Agency Formation Commission (Couch):** No report.
- i. **Environmental Matters Committee (Couch/Corbett):** No report.
- j. **Ad Hoc Community Forest Committee (Mayo/Corbett):** No report.
- k. **Ad Hoc Latent Powers Committee (Corbett/Couch):** No report.

F.2 LEGISLATIVE AND REGULATORY REPORTS

None.

F.3 STAFF REPORTS

- a. **Support Services Department (Colleen M.R. Trask):** Finance Director, Colleen Trask, highlighted the CALPers portfolio status and noted the next rate increase would take effect next month.
- b. **Operations Department (James Henry):** Operations Director, James Henry, had nothing further to add to his written report.
- c. **Parks & Recreation Department (Lesley Frisbee):** Recreation Director, Lesley Frisbee, had nothing further to add to her written report.
- d. **General Manager (Patrick Kaspari):** General Manager Kaspari had nothing further to report. Director Orsini asked a question regarding the Recycle grant.

F.3.2 PRESIDENT'S REPORT: President Mayo thanked everyone for their patience in the process.

F.4 BOARD MEMBER COMMENTS, ANNOUNCEMENTS, REPORTS AND AGENDA ITEM REQUESTS:

None

G. ADJOURNMENT:

Meeting Adjourned at 9:55 p.m.



April Sousa, CMC, Board Secretary