



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, MAY 3, 2023 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 up until 4:30 p.m. on Tuesday, May 2, 2023.

All Public Comment received before the above deadline will be provided to the Board at 9 a.m. on Wednesday, May 3, 2023 in a supplemental packet information that will also be posted on the website for public viewing.

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

B. PUBLIC HEARINGS (Time Set Item for 7:00 P.M.)

These are items of a Quasi-Judicial or Legislative nature. Public comments relevant to these proceedings are invited.

- B.1 Conduct Public Hearing for the Annual Levy of Assessments (Fiscal Year 2023/2024) for the Measure B Maintenance Assessment District – Renewal for Parks, Open Space, and Recreational Facilities.

Consider Adopting Resolution 2023-06 Amending and/or Approving the Final Engineer's Annual Levy Report for the Measure B Maintenance Assessment District - Renewal for Parks, Open Space, and Recreational Facilities for Fiscal Year 2023/2024

Consider Adopting Resolution 2023-07 Ordering the Levy and Collection of Assessments within the Measure B Maintenance Assessment District - Renewal for Parks, Open Space, and Recreational Facilities for Fiscal Year 2023/2024

Attachment 1 – Resolution 2023-06

Attachment 2 – Resolution 2023-07

Attachment 3 – Annual Engineer's Report Fiscal Year 2023/24

Attachment 4 – PSA for Notice of Hearing

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
Attachment 1 – Draft Minutes from April 5, 2023 Regular Meeting
Attachment 2 – Draft Minutes from April 10, 2023 Special Meeting
Attachment 3 – Draft Minutes from April 12, 2023 Special Meeting
- D.2 Consider Approval of March 2023 Treasurer's Report
- D.3 Compliance with State Double Check Valve (DCV) Law
- D.4 Adopt Proclamation: April 30-May 6, 2023 Professional Municipal Clerk's Week
Attachment 1 - Proclamation
- D.5 Consider Approval of 2022 Consumer Confidence Report (CCR)
Attachment 1 – 2022 Consumer Confidence Report
- D.6 Consider Adoption of Resolution 2023-08 Supporting Senate Concurrent Resolution No. 52 and Proclaiming May 14-20, 2023 Special Districts Week

Attachment 1 – Resolution No. 2023-08

Attachment 2 – Bill Text for SCR 52

- D.7 Review and Approve the Amendment to County Lease for Library Facilities
Attachment 1 – Original Lease and Previous Amendments for Library Facility
Attachment 2 – Third Amendment for Library Facility

E. CONTINUED AND NEW BUSINESS

- E.1 Consider Approval of the Master Plan Design for the BMX Track and Park Project at School Road and Washington Ave. (Action)
Attachment 1 – MDG Master Plan Design Presentation
- E.2 Consider and Possible Approval of Contract with Kennedy Jenks to Provide Engineering Design and Environmental Services for the McCluski Tank Replacement Project (Action)
Attachment 1 – Kennedy Jenks Statement of Qualifications
Attachment 2 – Professional Services Contract and Scope of Work
- E.3 Review and Discuss the McKinleyville Skatepark Quarterly Project Status Update Presented by the Humboldt Skatepark Collective (HSC) (Information)
Attachment 1 – Quarterly Report from Humboldt Skatepark Collective
Attachment 2 - PowerPoint Presentation of Phase 1 Construction Plan
- E.4 Review Operations Draft Budget for Water, Wastewater, and Streetlights Funds FY 2023-24 (Information)
Attachment 1 – FY2023-24 Draft Operating Budget for Water
Attachment 2 – FY2023-24 Draft Operating Budget for Wastewater
Attachment 3 – FY2023-24 Draft Operating Budget for Streetlights
- E.5 Transfer of Funds to California CLASS Account (Action)
Attachment 1 – District Reserve Calculations FY 22-23
- E.6 Consider Adoption of Resolution 2023-09 Placing in Nomination Dennis Mayo as a Member of the Association of California Water Agencies Region 1 Board Member (Action)
Attachment 1 – Resolution 2023-09
Attachment 2 – Nominations Form
- E.7 First Reading of Ordinance No. 2023-01 Revising the Rules and Regulations: Amending Rules 22.12, 27.07, Regulation 43 and Removing Regulation 47 (Action)
Attachment 1 – Ordinance No 2023-01 with Appendix A (Red Lined Changes to the MCSD Rules and Regulations)

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)

F.2 LEGISLATIVE AND REGULATORY REPORTS

F.3 STAFF REPORTS

- a. Finance & Administration Department (Nicole Alvarado)
- 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

F.6 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. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (California Government Code § 54954.5 and 54957) Title: General Manager—Patrick Kaspari

G. ADJOURNMENT

Posted 5:00 pm on April 28, 2023

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 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.