

MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT HELD ON WEDNESDAY, NOVEMBER 2, 2022 AT 7:00 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 regular session of the Board of Directors of McKinleyville Community Services District convened at 7:00 p.m. with the following Directors and staff in attendance in person at Azalea Hall:

David Couch, President
Joellen Clark-Peterson, Vice President
Scott Binder, Director
Dennis Mayo, Director
Greg Orsini, Director

Pat Kaspari, General Manager
April Sousa, Board Secretary
Joseph Blaine, IT Specialist
James Henry, Operations Director
Lesley Frisbee, Parks & Recreation Director
Nicole Alvarado, Finance Director

A.2 Pledge of Allegiance: The Pledge of Allegiance was led by Director Clark-Peterson.

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 Orsini; **Second:** Director Mayo

There were no comments from the Board or public.

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

Motion Summary: Motion Passed

AGENDA ITEM B. PUBLIC HEARINGS:

B.1 Water and Sewer Rate Evaluation and Proposition 218 Public Hearing

Board President Couch opened the public hearing at 7:01 p.m. General Manager Kaspari introduced Chris Fisher from Willdan Financial to make a presentation about the MCSD Rate Study. The Board was given an opportunity to make comments. Director Binder asked when the last time the District was required to move into stage 3 drought levels. The answer was never. Director Orsini commented on the rate adjustments and their impact to cash on hand. The Board has a policy for 365 days of cash on hand, and the rate study shows a dip in this in 3-5 years before recovering 365 days of cash on hand after 10 years. The inflator used for the rates was discussed. It was noted that it depended upon the category of cost. Public comment was given. Charlie Caldwell, McKinleyville resident, noted that recent projects that were meant to give cost savings to the District were not represented in the report and commented that they should be. Director Mayo asked for language to be presented in future reports to represent this. A last call for protest votes was made. The Board Secretary noted there was a total of 20 protest votes received. The Public Hearing was closed at 7:40 p.m.

Motion: It was moved to approve the adoption of the proposed new water and sewer charges.

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

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

Motion Summary: Motion Passed

AGENDA ITEM C. PUBLIC COMMENT AND WRITTEN COMMUNICATIONS:

Operations Director James Henry introduced two new employees, Ryan DeSmet and Dylan Weir.

Charlie Caldwell gave thanks to Director Clark-Peterson for her service and general appreciation to the entire Board of Directors.

AGENDA ITEM D. CONSENT CALENDAR:

- D.1 Consider Approval of the Minutes of the Board of Directors Regular Meeting on October 5, 2022**
- D.2 Consider Approval of September 2022 Treasurer's Report**
- D.3 Compliance with State Double Check Valve (DCV) Law**
- D.4 Reaffirm Resolution 2021-27 Making Findings Pursuant to Government Code Section 5493, as Amended by Assembly Bill 361, and Authorizing the Continued Use of Virtual Meetings**
- D.5 Affirm Change of Board Meeting Time from 7 p.m. to 6 p.m.**
- D.6 Review 2021 Annual Water Loss Audit Report**
- D.7 Consider Approval of Filing a Notice of Exemption for Construction of Central Avenue Water and Sewer Mainline Rehabilitation Project**
- D.8 Biosolids Disposal Reserve Draw Request**
- D.9 Humboldt Skatepark Collective Quarterly Report**

Motion: It was moved to approve the Consent Calendar.

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

There were no comments from the Board or public.

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

Motion Summary: Motion Passed

AGENDA ITEM E. CONTINUED AND NEW BUSINESS:

- E.1 Recognize Joellen Clark-Peterson for Her Service to the McKinleyville Community Services District Board of Directors**

Board Secretary April Sousa gave an overview of the item. President Couch opened up the floor for comments and appreciation of Director Clark-Peterson's service. Board and Staff commended Director Clark-Peterson. Pictures were taken of the Board with Director Clark-Peterson. Director Clark-Peterson expressed her gratitude for her time on the Board of Directors.

This was an informational item. No action taken.

- E.2 Consider Approval of the Memorandum of Understanding between McKinleyville Community Services District and Pacific Union Parent Teacher Organization of the Collaborative Provision of Dances for Middle School Youth**

Parks and Recreation Director Lesley Frisbee opened this item. Director Orsini asked clarifying questions regarding net revenue and Director Mayo asked clarifying questions on costs.

Motion: To approve the MOU between MCSD and the Pacific Union PTO for collaborative provision of dances for middle school youth in grades 6-8 and authorize the General Manager to execute the MOU.

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

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

Motion Summary: Motion Passed

E.3 Acknowledge the Special District Leadership Foundation (SDLF) District of Distinction Award

Board Secretary Sousa reviewed the item. Director Mayo commented that this Award was meaningful and represented the efforts of the entire Board. He also mentioned the extra efforts of the Board of Directors on other Boards, such as Director Orsini on the CSDA Board and Director Couch on the LAFCo Board. Director Orsini commended Staff for their efforts with this Award as well.

This was an informational only item. No action was taken.

AGENDA ITEM F. REPORTS

F.1 ACTIVE COMMITTEE REPORTS

- a. **Parks and Recreation Committee (Binder/Clark-Peterson):** Nothing to report.
- b. **Area Fund (John Kulstad/Clark-Peterson):** Did not meet.
- c. **Redwood Region Economic Development Commission (Clark-Peterson/Binder):** Director Binder gave a brief report.
- d. **McKinleyville Senior Center Advisory Council (Binder/Clark-Peterson):** Director Binder gave a brief report on the activities of the Senior Center.
- e. **Audit and Finance (Orsini/Couch):** Did not meet. It was noted a meeting is in the works for end of November/first part of December, and that the Auditor Controller office did send the required statements to the Finance Director so that the Audit could be finalized soon.
- f. **Employee Negotiations (Couch/Mayo):** Did not meet.
- g. **McKinleyville Municipal Advisory Committee (Orsini/Binder):** It was noted that the last MMAC meeting was the joint meeting with MCSD, so no further report was necessary.
- h. **Local Agency Formation Commission (Couch):** Did not meet
- i. **Environmental Matters Committee (Couch/Clark-Peterson):** Did not meet.
- j. **Ad Hoc Community Forest Committee (Mayo/Orsini):** A brief report was given.

F.2 LEGISLATIVE AND REGULATORY REPORTS

Director Mayo gave a brief report on the local PG&E issue that was presented in local media as well as the Northcoast Resources Partnership and the Headwaters Forestry Bill he has been a part of with ACWA.

Director Orsini noted the CSDA Legislative Committee meeting and the review of policy issues to focus on.

F.3 STAFF REPORTS

- a. **Support Services Department (Nicole Alvarado):** Finance Director Alvarado added a brief report on the information received from the Auditor Controller office.
- 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 reported on a recent meeting with GodBe research for the Measure B survey. She noted that they would not be able to

allow the survey questions to come to a public Board meeting, but if the Board would like a subcommittee to review the questions, that was a possibility.

- d. **General Manager (Patrick Kaspari):** General Manager Kaspari highlighted the cost savings section of his report.

F.4 PRESIDENT'S REPORT:

President Couch gave a moment for Supervisor Madrone to speak, who commended the Board on the recent joint meeting with the MMAC as well as noted an upcoming telecommunications ordinance that may affect McKinleyville.

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

Director Orsini asked for a presentation of fixed costs prior to or with the Budget process.

G. ADJOURNMENT:

Meeting Adjourned at 8:38 p.m.



April Sousa, MMC, Board Secretary