



February 5, 2025 Regular Meeting of the McKinleyville Community Services District Board of Directors

Time: 6:00 p.m.

Location: Azalea Hall, 1620 Picket Road, McKinleyville, California

Or

Teleconference via ZOOM or 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 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, February 4, 2025.

All Public Comment received before the above deadline will be provided to the Board at 9 a.m. on Wednesday, February 5, 2025 in a supplemental packet information that will also be posted on the website for public viewing.

Agenda

A. Call to order

1 Roll Call

2 Pledge of Allegiance

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.

4 Approval of the Agenda

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.

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

1 Consider Approval of Draft Minutes of the Board of Directors Regular Meeting on December 4, 2024 and Special Meeting on December 13, 2024

Attachment 1 – Draft Minutes from December 4, 2024

Attachment 2 – Draft Minutes from December 13, 2024

2 Consider Approval of December Draft Treasurer’s Report

3 Compliance With State Double Check Valve (DCV) Law

4 Consider Approval of the First Amendment to the Agreement Between McKinleyville Union School District and the McKinleyville Community Services District for the Provision of Staff to the 21st Century Community Learning Center After School Programs

Attachment 1 – First Amendment to the MUSD and MCSD Memorandum of Understanding 2024-25

5 Consider Approval of Negotiated Three Year Compensation Contract with District Employees

Attachment 1 – Memo from Staff Employee Negotiations Representatives

6 Review of the 2024 Integrated Pest Management Plan Annual Report

Attachment 1 – IPM Treatment Tracking Forms

E. Continued and New Business

1 Presentation of Community Builder Award to Mad River Rotary

2 Presentation of Employee of the Year Award to Eava Young

3 Discuss and Consider Approval of Resolution 2025-01 Establishing a Partnership between MCSD, Green Diamond, and Humboldt County Resource Conservation District to Implement the Vegetation Treatment Project and Adopt the Findings and Statement of Overriding Considerations for the Project Specific Analysis and Addendum

Attachment 1 – Resolution 2025-01

Attachment 2 – A Portion of the CalVTP Project Specific Analysis and Addendum to the Program EIR for the McKinleyville Vegetation Treatment Project (see MCSD website for full document)

Attachment 3 – CEQA Findings and Statement of Overriding Considerations

Attachment 4 – Notice of Determination

Attachment 5 – Project Map

4 Discuss and Consider Approval of Resolution 2025-02 Adopting the Mitigated Negative Declaration and the Mitigation Monitoring and Reporting Program for the Wastewater Recycling Expansion Project, and Approving the Project Based on Approval of Final Construction Funding

Attachment 1 – A portion of Wastewater Recycling Expansion Project Initial Study and Mitigated Negative Declaration, see the District’s website or State Clearinghouse Link for full document

Attachment 2 – Proof of Publication

Attachment 3 – Notice of Intent

Attachment 4 – Comment Letters Received

Attachment 5 – Notice of Completion & Environmental Document Transmittal

Attachment 6 – Resolution 2025-02

Attachment 7 – Response to Comments on ISMND

Attachment 8 – Mitigation, Monitoring and Reporting Program

Attachment 9 – Notice of Determination

Attachment 10 – Construction Cost Estimate Table

5 Review Operational Data and Cost Savings for the Microgrid System Installed at the Wastewater Management Facility

Attachment 1 – MCSD Microgrid Operational Report Power Point Presentation

6 Review Draft Fiscal Year 2025/26 Parks & Recreation Capital Improvement Plan Budget

Attachment 1 – Draft Capital Improvement Plan for the Fiscal Years ending June 30, 2026 – 2036 for the Parks and General Fund

Attachment 2 – Draft Capital Improvement Plan Narrative for Fiscal Year 2025-26

7 Discuss and Consider Committee Assignments and Appointments of Committee Chairs by the Board President for the 2025 Calendar Year

Attachment 1 – Appendix A Board Policy Manual – Committee Assignments

8 Consider First Reading of Ordinance 2025-01 Codifying Article IX of the MCSD Rules and Regulations: Administrative Remedies Procedure

Attachment 1 – Ordinance 2025-01

9 Consider Attendance at the Association of California Water Agencies (ACWA) 2025 Spring Conference and Expo in Monterey, CA on May 13-15, 2025

10 Consider Attendance at the 2025 CSDA Special District Legislative Days in Sacramento, CA May 20-21, 2025

Attachment 1 – 2025 Special District Legislative Days Information from the CSDA Website

11 Consider Attendance at the Association of California Water Agencies (ACWA) 2025 Legislative Symposium in Sacramento, CA on March 26, 2025

F. Reports

No specific action is required on these items, but the Board may discuss any particular item as required.

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. **McKinleyville Community Forest Committee (Orsini/Biteman)**
- i. **HBMWD Muni Water Task Force (Couch/Mayo)**

2 Legislative and Regulatory Reports

3 Staff Reports

- a. **Finance & Administration Department (Samantha Howard)**

b. Operations Department (James Henry)

c. Parks & Recreation Department (Kirsten Messmer)

Attachment 1 – Parks and Recreation Committee Approved Meeting Minutes from October 16, 2024

Attachment 2 – McKinleyville Community Forest Committee Approved Meeting Minutes from October 15, 2024

d. General Manager (Pat Kaspari)

Attachment 1 – WWMF Monthly Self-Monitoring Report

4. President’s Report

5. Board Member Comments, Announcements, Reports and Agenda Item Requests

G. Adjournment

Posted 5:00 p.m. on January 31, 2025

Pursuant to California Government Code Section 54957.5. this agenda and complete packet are available for public inspection 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.