



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, AUGUST 2, 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, August 1, 2023.

All Public Comment received before the above deadline will be provided to the Board at 9 a.m. on Wednesday, August 2, 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

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 Board of Directors Regular Meeting on June 7, 2023 and Special Meeting on June 12, 2023
 - Attachment 1 – Draft Minutes from June 7, 2023
 - Attachment 2 – Draft Minutes from June 12, 2023
- D.2 Consider Approval of June 2023 Treasurer's Report
- D.3 Compliance with State Double Check Valve (DCV) Law
- D.4 Consider Approval of the Senior Center Management Services and Usage Agreement between McKinleyville Community Services District and the McKinleyville Senior Center
 - Attachment 1 – Senior Center Management Services and Usage Agreement
 - Attachment 2 – Exhibit B. Schedule of Use
- D.5 Consider Approval of Agreement between McKinleyville Union School District and the McKinleyville Community Services District for the Provision of After School Leaders to the 21st Century Community Learning Center After School Program at Dows Prairie Elementary School and Morris Elementary School

Attachment 1 – MUSD and MCSD Memorandum of Understanding
2023-24

- D.6 Consider Adoption of Resolution 2023-13 Amending the McKinleyville Community Services District Records Retention Policy
Attachment 1 – Resolution 2023-13 with Appendix A (Red Lined Changes to MCSD Records Retention Policy)
- D.7 Consider Approval of Contract with LACO for Third Party Testing and Observation for 4.5MG Tank Construction
Attachment 1 – Contract and Scope of Services
- D.8 Approve FY21-22 Single Audit
Attachment 1 – MCSD FY21-22 Single Audit
- D.9 Consider Approval of MOU to be executed with local school PTO's for the provision of Dances for Humboldt County Middle School Students
Attachment 1 – Draft MCSD and PTO Memorandum of Understanding
- D.10 Consider Approval of Resolution 2023-16 Designating Subrecipient's Authorized Agent for the Hazard Mitigation Grant Program and the Pre-Disaster Mitigation Program
Attachment 1 – Resolution 2023-16
- D.10 Consider Director Binder's Attendance of the ACWA Region 1 Program And Tour, August 11, 2023 in Middletown, CA
Attachment 1 – Resolution 2023-16

E. CONTINUED AND NEW BUSINESS

- E.1 Consider Adoption of Resolution 2023-14 Recognizing, Honoring, and Commending Brad Hayman for Ten (10) Years of Service
Attachment 1 – Resolution 2023-14
- E.2 Recognition of Staff Accomplishments from 2022-23 and Introduction of New District Staff Members (Information)
- E.3 Consider Release of Response to Humboldt County Civil Grand Jury Report on Incorporation
Attachment 1 – Humboldt County Civil Grand Jury McKinleyville Incorporation Report
- E.4 Consider Topics for Joint McKinleyville Municipal Advisory Committee and MCSD Board Meeting in October (Action)
- E.5 Consider the Regular Board Meeting Dates, Time, and Location for the 2024 Calendar Year (Information)
Attachment 1 – Proposed 2024 MCSD Regular Board Meeting

Schedule

- E.6 Consider Approval of Naming of a Portion of the Baduwa't Public Access Project in Memory of Former Board Director George Wheeler (Action)
Attachment 1 – District Naming Policy
Attachment 2 – Application for Naming and Dedication of MCSD Facilities
Attachment 3 – Resolution 2023-15
- E.7 Review and Discuss Annual Board Self-Evaluation (Information/Discuss)
Attachment 1 – Summary of Board Self-Evaluation Worksheets

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

G. ADJOURNMENT

Posted 5:00 pm on July 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.