

MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT HELD ON WEDNESDAY, APRIL 6, 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
Greg Orsini, Director
Dennis Mayo, Director

Pat Kaspari, General Manager
April Sousa, Board Secretary (via Zoom)
Joseph Blaine, IT Specialist
Colleen Trask, Finance Director
Nicole Alvarado, Incoming Finance Director
Lesley Frisbee, Parks & Recreation Director
James Henry, Operations Director

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

A.3 Additions to the Agenda: There were no additions to the agenda.

A.4 Approval of the Agenda:

Motion: It was moved to approve the agenda as delivered.

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

None.

AGENDA ITEM C. PUBLIC COMMENT AND WRITTEN COMMUNICATIONS:

None.

AGENDA ITEM D. CONSENT CALENDAR:

D.1 Consider Approval of the Minutes of the Board of Directors

D.2 Consider Approval of February 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 Consider Attendance at the 2022 Association of California Water Authorities (ACWA) Spring Conference and Exhibition in Sacramento, CA on May 3-5, 2022

Motion: It was moved to approve the Consent Calendar.

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

AGENDA ITEM E. CONTINUED AND NEW BUSINESS:

E.1 Introduction and Welcome of Nicole Alvarado, New District Finance Director

General Manager Kaspari introduced Nicole Alvarado to the Board. The Board provided welcoming comments.

This was an informational only item; no action taken.

E.2 Consider Adoption of Resolution 2022-09 Recognizing, Honoring, and Commending Joseph Blaine for Ten (10) Years of Service

Finance Director Colleen MR Trask gave an overview of the item and read the resolution. The Board and Staff gave congratulatory comments.

Motion: Approve Resolution 2022-09 Recognizing, Honoring, and Commending Joseph Blaine for Ten (10) Years of Service.

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

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

Motion Summary: Motion Passed

E.3 Consider Adoption of Resolution 2022-08 Recognizing, Honoring, and Commending Colleen M.R. Trask for Ten (10) Years of Service

General Manager Kaspari introduced the item. The Board and Staff gave congratulatory comments.

Motion: Approve Resolution 2022-08 Recognizing, Honoring, and Commending Colleen M.R. Trask for Ten (10) Years of Service.

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

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

Motion Summary: Motion Passed

E.4 Employee Negotiations Regarding Proposed Three (3) Year Compensation Contract with District Employees

General Manager Kaspari gave an overview of the item. The Board and Staff gave comments and appreciation.

Motion: Approve a three (3) year term agreement with employees as follows:

1. Maintain the current benefit package in terms of holidays, vacation, sick time, life insurance, medical insurance, 457 match, Employee Assistance Program (EAP), State Disability Insurance (SDI) and dental insurance, in addition to other current general employee benefits.
2. The Cost-of-Living Adjustment (COLA) calculation will be changed to utilize the December Consumer Price Index (CPI) from year to year (as opposed to the annual average). We will continue to utilize the average of the West-Size Class B/C, the SF/Oakland-San Jose, CA, but will use the December to December CPI. The December-to-December indices would continue to be used for the duration of the three-year agreement.
3. Approve this year's COLA increase of 8.3%.
4. This agreement will be in effect for three fiscal years, 2022/23, 2023/24 and 2024/25, with the following stipulation:

- a. Due to the unpredictability of healthcare insurance, PERS employer contribution, inflation pressures and other associated expenses, MCSD Board or staff reserve the right to, at any time, request negotiations be reopened to discuss any and/or all of the elements of the MCSD employee wage and benefit package.

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

E.5 Consider Second Reading and Adoption of Ordinance 2022-01 Amending Regulation 68: Latent Powers of Article VI: General Provisions of the MCSD Rules and Regulations to Include Law Enforcement Collaboration

Board Secretary April Sousa reviewed the item and opened it up for questions from the Board. Director Orsini thanked former Board Director John Corbett for initiating the discussion on the updating of Latent Powers. A reminder was given that the Ad Hoc Committee for Latent Powers is now dissolved with the passing of this last item.

Motion: Approve the Second Reading and Adoption of Ordinance No. 2022-01 Amending Regulation 68: Latent Powers of Article VI: General Provisions of the MCSD Rules and Regulations to Include Law Enforcement Collaboration, by title only.

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

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

Motion Summary: Motion Passed

E.6 Review Parks and General Fund DRAFT Operating Budget, FY 2022-23

Staff opened the item up for discussion. The Board provided comments. There were no comments from the Public.

This was an informational only item; no action taken.

E.7 Initiate Process for General Manager's Performance

Board Secretary Sousa opened the item. Director Clark-Peterson was appointed to compile the evaluations for review. Direction was given to staff regarding dates and logistics per staff recommendation:

Date returned evaluations to the Board Secretary: April 15

Date the appointed consolidator will retrieve the evaluations: April 18

Date for information to be returned to the Board Secretary for confidential distribution: April 25

Closed Session for General Manager's performance evaluation: May 4

E.8 Consider Adoption of Resolution 2022-10 Opposing Initiative 21-0042A1

General Manager Kaspari asked Director Orsini to review this item for the Board. Director Orsini gave background information and the reasons for opposing this initiative.

Motion: Adopt Resolution 2022-10 Opposing Initiative 21-0042A1

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

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

Motion Summary: Motion Passed

E.9 Consider Adopting Resolutions 2022-11 & 2022-12 Initiating Proceedings for the Measure B Maintenance Assessment District – Renewal for Parks, Open Space, and Recreational Facilities Annual Levy and Collection of Assessments for Fiscal Year 2022/2023; Declaring Intention to Levy and Collect the Fiscal Year 2022/2023 Annual Assessments for the Measure B Maintenance Assessment District – Renewal for Parks, Open Space, and Recreational Facilities, Accepting and Approving the Engineer's Report and Setting the Public Hearing

After the review of the item, the Board was given an opportunity to ask questions and give comment.

Motion: Adopt Resolutions 2022-11 and 2022-12 Initiating Proceedings for the Measure B Maintenance Assessment District – Renewal for Parks, Open Space, and Recreational Facilities Annual Levy and Collection of Assessments for Fiscal Year 2022/2023; Declaring Intention to Levy and Collect the Fiscal Year 2022/2023 Annual Assessments for the Measure B Maintenance Assessment District – Renewal for Parks, Open Space, and Recreational Facilities, Accepting and Approving the Engineer’s Report and Setting the Public Hearing for the May 4th, 2022 Board Meeting.

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

E.10 Consider support for the McKinleyville Municipal Advisory Committee through the use of Azalea Hall and MCSD’s Hybrid Hardware & Staff for their Board Meetings

General Manager Kaspari gave an overview of the item and the Board offered comments and asked clarifying questions. Supervisor Madrone spoke regarding this item as well. The \$3,000 commitment of in-kind funds to assist the McKinleyville Municipal Advisory was discussed and it was noted that only a small amount of this \$3,000 commitment has been used.

Motion: Allow the McKinleyville Municipal Advisory Committee to utilize Azalea Hall and Staff to conduct hybrid meetings up to the allotted \$3,000.

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

AGENDA ITEM F. REPORTS

F.1 ACTIVE COMMITTEE REPORTS

- a. **Parks and Recreation Committee (Binder/Clark-Peterson):** Nothing further to report from Director Frisbee’s report.
- b. **Area Fund (John Kulstad/Clark-Peterson):** Did not meet.
- c. **Redwood Region Economic Development Commission (Clark-Peterson/Binder):** Nothing to report.
- d. **McKinleyville Senior Center Advisory Council (Binder/Clark-Peterson):** Did not meet. Director Binder noted that he has become the new Executive Director. Board agreed with Staff that there is no apparent conflict of interest of having Director Binder remain as MCSD Board Liaison to the Senior Center.
- e. **Audit (Orsini/Couch):** Did not meet.
- f. **Employee Negotiations (Couch/Mayo):** Nothing further to report
- g. **McKinleyville Municipal Advisory Committee (Orsini/Binder):** Director Orsini reported on the most recent meeting.
- h. **Local Agency Formation Commission (Couch):** Nothing to report.
- i. **Environmental Matters Committee (Couch/Clark-Peterson):** Did not meet.
- j. **Ad Hoc Community Forest Committee (Mayo/Orsini):** Directory Orsini gave a brief report.

F.2 LEGISLATIVE AND REGULATORY REPORTS

None

F.3 STAFF REPORTS

- a. **Support Services Department (Colleen M.R. Trask/Nicole Alvarado):** Finance Director Colleen Trask gave an update of the lock list. Incoming Finance Director Nicole Alvarado mentioned how welcoming things have been since she started.
- 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 noted that they are now hiring for Summer Camp staff.
- d. **General Manager (Patrick Kaspari):** General Manager Kaspari had nothing further to add to his written report.

F.4 PRESIDENT'S REPORT: President Couch gave time for Supervisor Madrone and Candidate Doss to speak.

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

Director Mayo commented on the multimodal transportation event that recently took place. He also commented on the new recycling center in Arcata.

G. ADJOURNMENT:

Meeting Adjourned at 9:37 p.m.



April Sousa, MMC, Board Secretary