



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, February 7, 2024 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, February 6, 2024.

All Public Comment received before the above deadline will be provided to the Board at 9 a.m. on Wednesday, February 7, 2024 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 January 6, 2024

Attachment 1 – Draft Minutes from January 6, 2024

D.2 Consider Approval of December 2023 Treasurer's Report

D.3 Compliance with State Double Check Valve (DCV) Law

D.4 Review and Approve the Amendments to the County Leases for the Sheriff's Facilities

Attachment 1 – Original Lease and Previous Amendments

Attachment 2 – Fifth Amendment to LEF Lease

D.5 Review of 2023 Integrated Pest Management Plan Annual Report

Attachment 1 – IPM Treatment Tracking Forms

D.6 Update of Authorized Signers at Umpqua Bank and/or Other Agencies, Banks or Credit Card Companies As May Be Required

E. CONTINUED AND NEW BUSINESS

E.1 Consider Appointment of Applicant, Patti Stuart to Vacant

Alternate Seat on the Park and Recreation Committee (PARC)
Attachment 1 – Patti Stuart PARC Application

- E.2 Consider Approval of Resolution 2024-04 Initiating the Formation of Washington Terrace Street Light Zone # 105
Attachment 1 – Resolution of Initiation 2024-04 for SLZ #105 w/ Exhibit A
Attachment 2 – SLZ #105 Engineers Report w/ Exhibit A and B
- E.3 Consider Approval of Resolution 2024-05 Initiating the Formation of Washington Terrace Subdivision Open Space Maintenance Zone (OSMZ) #28 and Resolution 2024-06 Executing a Certificate Acceptance of the Quitclaim Deed for Open Space Maintenance Zone (OSMZ) #28
Attachment 1 – Washington Terrace Engineer’s Report
Attachment 2 – Resolution 2024-05 w/ Exhibit A
Attachment 3 – Resolution 2024-06 w/ Exhibit A
Attachment 4 – Washington Terrace Subdivision Recorded Final Map
- E.4 Review Information for the Draft Capital Improvement Plan for the Parks and General Fund, FY 2024-25 (Information)
Attachment 1 - Draft Capital Improvement Plan for the Fiscal Years ending June 30, 2025 – 2035 for the Parks and General Fund
Attachment 2 – Draft Capital Improvement Plan Narrative for Fiscal Year 2024-25
- E.5 Consider Attendance at the Association of California Water Agencies (ACWA) 2024 Spring Conference & Expo in Sacramento, CA on May 7-9, 2024
Attachment 1 – Preliminary Agenda
Attachment 2 – Registration, Meals and Hotel Information Sheet
- E.6 Consider Attendance at the 2024 Special District Legislative Days in Sacramento, CA May 21-22, 2024 (Action)
Attachment 1 – Special District Legislative Days Information from the CSDA Website

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)
- i. HBMWD Muni Water Task Force (Couch/Mayo)

F.2 LEGISLATIVE AND REGULATORY REPORTS

F.3 STAFF REPORTS

- a. Finance & Administration Department
- 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 February 2, 2024

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.