

**MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT HELD ON WEDNESDAY, SEPTEMBER 6, 2023 AT 6:00 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 meeting was called to order at 6:00 p.m. with following Directors and staff in attendance in person at Azalea Hall:

|                              |   |
|------------------------------|---|
| Greg Orsini, President       | Pat Kaspari, General Manager                |
| Scott Binder, Vice President | Joey Blaine, Board Secretary                |
| James Biteman, Director      | James Henry, Operations Director            |
| David Couch, Director        | Lesley Frisbee, Parks & Recreation Director |
| Dennis Mayo, Director        | Nicole Alvarado, Finance Director           |

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

**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 Mayo; **Second:** Director Couch

There were no comments from the Board or public.

**Roll Call:** Ayes: Binder, Biteman, Couch, Mayo and Orsini Nays: None Absent: None

**Motion Summary:** Motion passed.

**A.5 Closed Session Discussion**

There was no closed session.

**AGENDA ITEM B. PUBLIC HEARINGS:**

**B.1 Conduct Notice of Public Hearing for the Levy of Assessments for the Measure B Maintenance Assessment District – Renewal for Parks, Open Space, and Recreational Facilities.**

**Consider Adopting Resolution 2023-18 Initiating Proceedings for the Establishment of an Increased Measure B Assessment; and the Levy and Collection of Assessments Related Thereto Commencing with Fiscal Year 2024/2025**

**Consider Adopting Resolution 2023-19 Declaring Intention to Establish An Increased Measure B Assessment and Declaring Intention to Conduct Property Owner Balloting On the Matter of New Assessments Related Thereto Commencing with Fiscal Year 2024/2025**

Parks and Recreation Director Frisbee presented the item.

Mike Medve, Principal Consultant for Willdan, gave a presentation on information in the Engineer's report.

President Orsini noted the proposed increase is very needed and commented that it was due time for adjustment. He also commended the Parks and Recreation department on their work thus far.

Director Biteman commented on the sense of community pride in the benefits provided when the original Measure B was assessed.

**Motion:** It was moved to approve Resolutions 2023-18 and 2023-19 by title only.

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

There were no comments from the Board or public.

**Roll Call:** Ayes: Binder, Biteman, Couch, Mayo and Orsini Nays: None Absent: None

**Motion Summary:** Motion passed.

#### **AGENDA ITEM C. PUBLIC COMMENT AND WRITTEN COMMUNICATIONS:**

Charlie Caldwell of the McKinleyville Skatepark Park Collective commented on the progress of phase 1 of the construction of the McKinleyville Skate Park. A grand opening fundraiser will tentatively take place on October 7, 2023.

#### **AGENDA ITEM D. CONSENT CALENDAR:**

**D.1 Consider Approval of the Minutes of the Board of Directors Regular Meeting on August 2, 2023 and Special Meeting on August 22, 2023**

**D.2 Consider Approval of July 2023 Treasurer's Report**

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

**D.4 Consider Approval of Resolution 2023-17 Authorizing the McKinleyville Community Services District (MCSD)'s Distribution of the Humboldt Area Chapter California Special Districts Association (CSDA) California Department of Education State Seal of Civic Engagement (SSCE) Information Letter to McKinleyville High School and the Northern Humboldt Union High School District Promoting and Supporting Local Student Participation in the SSCE Program**

**D.5 Consider Support for ACA 13 Voting Thresholds and Approve Board President and General Manager to Sign Letter of Support**

President Orsini requested to pull item D.5 for discussion.

**Motion:** It was moved to approve the Consent Calendar sans item D.5

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

**Roll Call:** Ayes: Binder, Biteman, Couch, Mayo and Orsini Nays: None Absent: None

**Motion Summary:** Motion passed.

**D.5 Consider Support for ACA 13 Voting Thresholds and Approve Board President and General Manager to Sign Letter of Support**

General Manager Kaspari overviewed the item.

President Orsini briefly commented in support of ACA 13.

**Motion:** It was moved to approve the Board President and General manager to the draft letter of support for ACA 13.

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

There were no comments from the Board or public.

**Roll Call:** Ayes: Binder, Biteman, Couch, Mayo and Orsini Nays: None Absent: None

**Motion Summary:** Motion passes.

## AGENDA ITEM E. CONTINUED AND NEW BUSINESS:

### E.1 Consider Attendance to the Association of California Water Agencies (ACWA) 2023 Fall Conference & Exhibition in Indian Wells, CA On November 28-30, 2023 (Action)

Board Secretary Blaine overviewed the staff report for the item.

**Motion:** It was moved to authorize interested Board Members to attend the 2023 ACWA Fall Conference.

**Motion by:** Director Mayo **Second:** Director Couch

**Roll Call:** Ayes: Binder, Biteman, Couch, Mayo and Orsini Nays: None Absent: None

**Motion Summary:** Motion Passed

## AGENDA ITEM F. REPORTS

### F.1 ACTIVE COMMITTEE REPORTS

- a. **Parks and Recreation Committee (Binder/Biteman):** Director Binder gave a brief update and commended staff on the facilitation of the meeting.
- b. **Area Fund (John Kulstad/Binder):** Did not meet, but Director Binder stated that he recently was able to check in and make contact with John Kulstad of the McKinleyville Area Fund.
- c. **Redwood Region Economic Development Commission (Biteman/Mayo):** Director Biteman gave a report out from the most recent RREDC meeting.
- d. **McKinleyville Senior Center Advisory Council (Binder/Couch):** Director Binder gave a brief report on the activities of the Senior Center.
- e. **Audit and Finance (Orsini/Biteman):** Director Biteman gave a brief report of the on-going planning meetings related to the Measure B re-assessment.
- f. **Employee Negotiations (Couch/Mayo):** Did not meet.
- g. **McKinleyville Municipal Advisory Committee (Orsini/Binder):** Director Orsini gave a brief report on the activities of MMAC.
- h. **Ad Hoc Community Forest Committee (Mayo/Orsini):** Did not meet.

### F.2 LEGISLATIVE AND REGULATORY REPORTS

There were no reports.

### F.3 STAFF REPORTS

- a. **Finance and Administration Department (Nicole Alvarado):** Finance Director Alvarado added to her report that the withdrawal of funds from the County to move to California CLASS has been approved.
- b. **Operations Department (James Henry):** Nothing further to add.
- c. **Parks & Recreation Department (Lesley Frisbee):** Parks and Recreation Director Frisbee thanked the Board for the commendation on the progress of the Measure B reassessment and drew attention to the contributions of Recreation Coordinator Kirsten Messmer and General Manager Kaspari. She

also commented on the future placement of a sign at the newly opened skatepark encouraging the respect and care of the facility. It was also mentioned that there is an opening on the PARC Committee for which there will soon be a solicitation posting.

- d. **General Manager (Patrick Kaspari):** General Manager Kaspari updated the board on the status of the Central Ave Water/Sewer Main Replacement Project and the 4.5 MG Water Tank Project.

#### **F.4 PRESIDENT'S REPORT:**

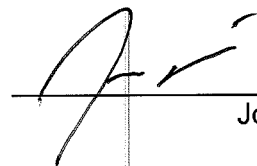
President Orsini spoke of being commended at the CSDA conference by a vendor on the work put into and the overall merit of the da' ledik' microgrid project. He also gave a brief report on the Board's overall experience at the conference.

#### **F.5 BOARD MEMBER COMMENTS, ANNOUNCEMENTS, REPORTS AND AGENDA ITEM REQUESTS:**

Board Members gave brief reports on their individual experiences at the CSDA conference.

#### **G. ADJOURNMENT:**

**Meeting Adjourned at 7:48 p.m.**



Joey Blaine, Board Secretary