MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT HELD ON WEDNESDAY, SEPTEMBER 2, 2026 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

Items are listed in the order in which they were considered.

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:

Scott Binder, Director
James Biteman, Director
David Couch, Vice President
Dennis Mayo, President
Greg Orsini, Director

Pat Kaspari, General Manager
Jess Elm, Environmental Programs Coordinator
James Henry, Operations Director
Samantha Howard, Finance Director
Kirsten Messmer, Parks & Recreation Director

A.2 Pledge of Allegiance

The Pledge of Allegiance was led by President 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 Orsini **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 passed.

A.5 Closed Session Discussion

There was no scheduled closed session.

AGENDA ITEM B. PUBLIC HEARINGS:

B.1 Public Hearings

There was no scheduled public hearing.

AGENDA ITEM C. PUBLIC COMMENT AND WRITTEN COMMUNICATIONS:

There was no public comment.

AGENDA ITEM D. CONSENT CALENDAR:

D.1 Consider Approval of Draft Minutes of the Board of Directors Regular Meeting on August 5, 2026

D.2 Consider Approval of July 31, 2026, DRAFT Treasurer's Report

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

Motion: It was moved to approve the Consent Calendar.
Motion by: Director Binder **Second:** Director Orsini
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 E. CONTINUED AND NEW BUSINESS:

E.1 Consider Adoption of Resolution 2026-29 Supporting the Necessity for a Professional Comprehensive Traffic Circulation Study for the Community of McKinleyville as it Relates to the Proposed Road Diet on Central Avenue

General Manager Kaspari presented the item.

Directors asked clarifying questions of staff and held a robust discussion.

There was Public comment from Pat Barsanti, Shel Barsanti, Tim Hooven, and Randy Sundberg, McKinleyville Residents.

Environment Programs Coordinator Elm read written comment submitted by Colin Fiske, Executive Director for the Coalition for Responsible Transportation Priorities into the record.

Motion: It was moved to adopt Resolution 2026-29 Supporting the Necessity for a Professional Comprehensive Traffic Circulation Study for McKinleyville prior to the implementation of a Road Diet on Central Avenue and to send the document to the Board of Supervisors, Planning Commission, Public Works Department, Humboldt County Association of Governments, and the Clerk of the Board.
Motion by: Director Binder **Second:** Director Orsini
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.

E.2 Consider Attendance at the Association of California Water Agencies (ACWA) 2026 Fall Conference & Expo in Anaheim, CA on December 1-3, 2026

Environmental Programs Coordinator Elm presented the item.

Directors commented, discussed, and asked clarifying questions of staff.

There was no public comment.

Motion: It was moved to approve the interested Board Members to attend the ACWA 2026 Fall Conference & Expo and direct interested Board members to notify the Board Secretary of their desire to attend no later than September 9, 2026.
Motion by: Director Orsini **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.

E.3 Consider Second Reading and Adoption of Ordinance 2026-05 Adding to the District's Rules and Regulations Regulation 49 – Operation of the McKinleyville BMX Track & Park

Parks and Recreation Director Messmer presented the item.

Directors commented and discussed.

There was no public comment.

Motion: It was moved to approve the second reading and adoption of Ordinance 2026-05 by title only.
Motion by: Director Orsini **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 passed.

E.4 Consider Second Reading and Adoption of Ordinance 2026-06 Amending the District's Rules and Regulations Rules 14.02 and 28.26 to Reference Appendix A: Current Special Fee Schedule

Environmental Programs Coordinator Elm presented the item.

Directors commented, discussed, and asked clarifying questions of staff.

There was no public comment.

Motion: It was moved to approve the second reading and adoption Ordinance 2026-06.
Motion by: Director Orsini **Second:** Director Biteman
There were no comments from the Board or public.
Roll Call: Ayes: Binder, Biteman, Couch, and Mayo Nays: Orsini Absent: None
Motion Summary: Motion passed.

AGENDA ITEM F. REPORTS

F.1 ACTIVE COMMITTEE REPORTS

a. Standing Committees

1. Parks and Recreation Committee (Binder/Biteman) Did not meet.

2. Audit and Finance Committee (Orsini/Biteman) Did not meet.

3. Employee Negotiations Committee (Couch/Mayo) Did not meet.

4. McKinleyville Community Forest Committee (Orsini/Biteman) Director Orsini provided a summary of the August 18, 2026 meeting.

b. Ad-Hoc Committees

1. Cyber Security Governance Ad-Hoc Committee (Binder/Orsini) Director Orsini provided a brief report of the August 12, 2026 meeting.

c. Board Liaisons

1. McKinleyville Area Fund (John Kulstad/Binder) Did not meet.

2. Redwood Region Economic Development Commission (Biteman/Mayo) Did not meet.

3. McKinleyville Municipal Advisory Committee (Binder/Orsini) Director Binder and Orsini were not in attendance as they were attending the CSDA Annual Conference. General Manager Kaspari provided a summary of the August 26, 2026 meeting.

4. McKinleyville Senior Center (Binder/Couch) Director Binder gave a report on the ongoing activities of the Senior Center.

5. Humboldt Local Agency Formation Commission (LAFCo) (Couch) Did not meet.

F.2 LEGISLATIVE AND REGULATORY REPORTS

Director Biteman reported that the Humboldt County Grand Jury had positive things to say about how MCSD is operating and planning for the future in one of their annual reports.

President Mayo reported on the progress of HR 2766, the Special District Fairness and Accessibility Act, which would formally define Special Districts in Federal Legislation.

F.3 STAFF REPORTS

a. **Finance and Administration Department:** Finance Director Howard gave an update on the Tyler Tech software implementation.

b. **Operations Department (James Henry):** Operations Director Henry had nothing further to add to his report.

c. **Parks & Recreation Department (Kirsten Messmer):** Parks and Recreation Director Messmer had nothing further to add to her written report.

d. **General Manager (Patrick Kaspari):** General Manager Kaspari provided an update on the bidding process for the Highway Sewer Crossing Project, positive attendance at the BMX Track and Park Grand Opening, and remaining work and vandalism challenges at the park since its opening.

F.4 PRESIDENT'S REPORT

Director Mayo gave an update on the BMX Track and Park and addressed concern regarding vandalism and the illegal use of unapproved motorized bikes being used on the track.

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

Director Couch addressed how three of the Board members filed for reelection onto the Board.

Director Binder addressed the handbooks from a public law firm and discussing the Brown Act, Conflict of Interest Law, and Public Records Act.

G. Meeting Adjourned at 7:53 p.m.

Jess Elm, Environmental Programs Coordinator