

MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT (MCS D) HELD ON WEDNESDAY, October 2, 2024 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:

Scott Binder, President	Pat Kaspari, General Manager (GM)
James Biteman, Vice President	Joey Blaine, Board Secretary
David Couch, Director	Kirsten Messmer, Parks & Recreation Director
Dennis Mayo, Director	James Henry, Operations Director
Greg Orsini, Director	Samantha Howard, 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 Orsini; **Second:** Director Mayo

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 scheduled.

AGENDA ITEM B. PUBLIC HEARINGS:

There was no public hearing scheduled.

AGENDA ITEM C. PUBLIC COMMENT AND WRITTEN COMMUNICATIONS:

There was no public comment.

AGENDA ITEM D. CONSENT CALENDAR:

D.1 Consider Approval of the Minutes of the September 4, 2024 Board of Directors Regular Meeting and September 16, 2024 Special Meeting

D.2 Consider Approval of August 2024 Draft Treasurer's Report

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

D.4 Consider Adoption of Resolution 2024-22 Proclaiming October 5 –

October 13, 2024 California Water Professionals Appreciation Week

Director Couch requested to pull item D.4 from the consent Calendar.

Motion: It was moved to approve the Consent Calendar sans Item D.4.

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

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.

D.4 Consider Adoption of Resolution 2024-22 Proclaiming October 5 – October 13, 2024 California Water Professionals Appreciation Week

General Manager Kaspari presented the item and read Resolution 2024-22 into the record.

Board discussion ensued and Directors reiterated their appreciation for MCSD staff and California Water Professionals in general.

Motion: It was moved to adopt Resolution 2024-22.

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

Mary Burke, North Coast Regional Manager for California Trout, gave public comment and passed on an award presented to the District for the Baduwait Estuary Project by United Indian Health Services.

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

Motion Summary: Motion passed.

AGENDA ITEM E. CONTINUED AND NEW BUSINESS:

ITEMS ARE LISTED IN THE ORDER IN WHICH THEY WERE CONSIDERED

E.1 Consider Providing Big Lagoon CSD Meter Reading & Billing as well as Reporting Assistance

GM Kaspari presented the item.

Board discussion ensued.

Richard Maier, Staff Accountant and representative for Big Lagoon CSD, gave brief comments and entertained questions from the Board.

Public comment was given by Mary Burke.

The Board aligned with staff recommendation and agreed that providing the requested assistance to Big Lagoon would be to the detriment of MCSD customers.

No motion was made, item failed.

E.4 Consider Adoption of Resolution 2024-21 Affirming Board Support of the Existing Memorandums of Understanding with the Redwood Coast Mountain Bike Association and the Mountain Bike Tribal Trail Alliance

GM Kaspari overviewed the item.

Board members asked clarifying questions.

Public comments were given by Karen Brooks, Brian Dorman, and Allison Sobrehad.

The Board continued in lively discussion.

Parks and Recreation Director Messmer encouraged all groups that are interested in an MOU to contact the District.

GM Kaspari clarified that the Trails Subcommittee of the McKinleyville Community Forest Committee has just recently been established and any further trail work has been paused until the Trails Management Plan is developed.

Director Orsini suggested that the structural of the existing trail parallel to Murray Road be inspected prior to the rainy season for structural integrity.

Motion: It was moved to have the MOU's be vetted through the Trails Subcommittee, then to the McKinleyville Community Forest Committee to provide recommendation for approval by the Board of Directors.

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

Director Biteman sought clarification on whether the MOUs would legally remain in effect while trail work was paused. GM Kaspari confirmed this, emphasizing the importance of keeping the MOUs active to ensure that existing trail work could be properly secured before the rainy season. Director Orsini supported GM Kaspari's point, explaining that this was why he did not request the cancellation of the MOUs in his motion.

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

Motion Summary: Motion passed

E.2 Review and Discuss Annual Board Self-Evaluation

Board Secretary Blaine presented the item.

President Binder gave instructions for each Director to give comments on the self-evaluation process according to the guidance in the staff note.

This was a discussion only item. No action was taken.

E.3 Consider Approval of the Regular Board Meeting Dates, Time, and Location for the 2025 Calendar Year

Board Secretary Blaine overviewed the item.

Board members asked clarifying questions.

Motion: It was moved to approve the 2025 Regular Board Meeting Calendar.

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

The were no additional 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 F. REPORTS

F.1 ACTIVE COMMITTEE REPORTS

- a. **Parks and Recreation Committee (Binder/Biteman):** Director Binder had nothing further to add to Parks and Recreation Director Messmer's report.
- b. **Area Fund (John Kulstad/Binder):** Did not meet.
- c. **Redwood Region Economic Development Commission (RREDC) (Biteman/Mayo):** Director Biteman gave a report out of the September meeting of RREDC.
- d. **McKinleyville Senior Center Advisory Council (Binder/Couch):** Director Binder gave a brief update on the activities of the senior center
- e. **Audit and Finance (Orsini/Biteman):** Did not meet.
- f. **Employee Negotiations (Couch/Mayo):** Did not meet, but Director Couch announced that there is an upcoming meeting in October.
- g. **McKinleyville Municipal Advisory Committee (MMAC) (Orsini/Binder):** Director Orsini gave a report out of the September meeting of MMAC.
- h. **McKinleyville Community Forest Committee (Orsini/Biteman):** Directors Orsini gave a report out of the August meeting.
- i. **HBMWD Muni Water Task Force (Couch/Mayo):** Did not meet.

F.2 LEGISLATIVE AND REGULATORY REPORTS

F.3 STAFF REPORTS

- a. **Finance and Administration Department (Samantha Howard):** Finance Director Howard had nothing further to add to her written report.
- b. **Operations Department (James Henry):** Operations Director Henry had nothing further to add to his written 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):** GM Kaspari reminded the Board of the upcoming October 23, 2024 joint meeting of the MMAC and MCSD Board of Directors.

F.4 PRESIDENT'S REPORT:

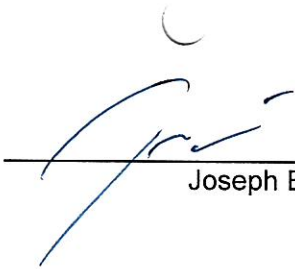
F.5 BOARD MEMBER COMMENTS, ANNOUNCEMENTS, REPORTS AND AGENDA ITEM REQUESTS:

Director Orsini requested a future agenda item updating the Board on the functioning of the da ledik Microgrid.

President Binder expressed appreciation for GM Kaspari's weekly e-mail briefings to the Board.

G. ADJOURNMENT:

Meeting Adjourned at 8:08 p.m.



Joseph Blaine, Board Secretary