

MINUTES OF THE SPECIAL MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT HELD ON WEDNESDAY, OCTOBER 5, 2022 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 special session of the Board of Directors of McKinleyville Community Services District convened at 6:00 p.m. with the following Directors and staff in attendance in person at Azalea Hall:

David Couch, President	Pat Kaspari, General Manager
Joellen Clark-Peterson, Vice President	April Sousa, Board Secretary
Scott Binder, Director	Joseph Blaine, IT Specialist
Dennis Mayo, Director	James Henry, Operations Director
Greg Orsini, Director	Lesley Frisbee, Parks & Recreation Director

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

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 with the discussed changes.

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

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 Regular Meeting on September 7, 2022

D.2 Consider Approval of August 2022 Treasurer's Report

D.3 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

Motion: It was moved to approve the Consent Calendar.

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

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 E. CONTINUED AND NEW BUSINESS:

E.1 Board Meet and Discussion with Incoming Humboldt County Board Supervisor Natalie Arroyo

Incoming Humboldt County Supervisor Natalie Arroyo addressed the Board, answered questions, and discussed items of interest.

This was an informational item. No action taken.

E.2 Consider Approval of Regular Board Meeting Dates, Time and Location for the 2023 Calendar Year

Board Secretary April Sousa reviewed the staff note for this item. The start time of regular meetings was discussed.

Motion: To move the start time of regular meetings to 6 p.m. and approve the dates provided for the 2023 calendar year.

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.3 Willdan Presentation of Measure B Maintenance Assessment District (Renewal for Parks, Open Space, and Recreational Facilities), Preliminary Draft for Discussion Purposes Only

General Manager Kaspari reviewed the staff note and introduced Daniel Louie from Willdan to answer questions regarding the preliminary draft of the Measure B Assessment.

Motion: To accept the Draft Engineer's Report for the Measure B Assessment.

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

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

Motion Summary: Motion Passed

E.4 Consider Approval of Professional Services Agreement with Godbe Research Gain Insight for Community Survey Regarding Measure B Assessment Fees

Recreation Director, Lesley Frisbee, gave an overview of the item. The process was briefly discussed and the need for education for the community was mentioned.

Motion: To approve the Professional Services Agreement with Godbe Research to conduct a community survey regarding Measure B Assessment fees and authorize the General Manager to sign the contract.

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

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

Motion Summary: Motion Passed

E.5 Discuss Letters of Interest and Appointment Process for Open Board Seat

Board Secretary Sousa gave an introduction to this item. It was noted that three applicants came forward after the deadline. The applicants were discussed and a ranked vote was taken. The ranking was Jim Biteman (1.6), Kevin Jenkins (1.8), and Tyson Sanchez (2.6).

Motion: To accept Jim Biteman for the open Board seat and forward the information for Jim Biteman, Dennis Mayo, and David Couch to the County as soon as possible.

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

AGENDA ITEM F. REPORTS

F.1 ACTIVE COMMITTEE REPORTS

- a. **Parks and Recreation Committee (Binder/Clark-Peterson):** Nothing further to add to the written report from Recreation Director Frisbee.
- b. **Area Fund (John Kulstad/Clark-Peterson):** Did not meet.
- c. **Redwood Region Economic Development Commission (Clark-Peterson/Binder):** Director Clark-Peterson gave a brief report.
- d. **McKinleyville Senior Center Advisory Council (Binder/Clark-Peterson):** Director Binder gave a brief report on the activities of the Senior Center.
- e. **Audit and Finance (Orsini/Couch):** Did not meet.
- f. **Employee Negotiations (Couch/Mayo):** Did not meet.
- g. **McKinleyville Municipal Advisory Committee (Orsini/Binder):** Director Orsini gave a brief report on the last meeting.
- h. **Local Agency Formation Commission (Couch):** President Couch gave a brief report on the past meeting.
- i. **Environmental Matters Committee (Couch/Clark-Peterson):** Did not meet.
- j. **Ad Hoc Community Forest Committee (Mayo/Orsini):** Did not meet, but will be meeting the following week.

F.2 LEGISLATIVE AND REGULATORY REPORTS

Director Mayo made note that the Governor vetoed SB 222.

F.3 STAFF REPORTS

- a. **Support Services Department (Nicole Alvarado):** Finance Director Alvarado was not present to add to her written report.
- 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 had nothing further to add to her written report.
- d. **General Manager (Patrick Kaspari):** General Manager Kaspari highlighted the morning tour with CSDA and legislative representatives.

F.4 PRESIDENT'S REPORT:

President Couch discussed the CSDA tour that he was on as a member of Humboldt LAFCo. He also gave a moment for comments from Supervisor Madrone.

F.4 BOARD MEMBER COMMENTS, ANNOUNCEMENTS, REPORTS AND AGENDA ITEM REQUESTS: None

G. ADJOURNMENT:
Meeting Adjourned at 7:54 p.m.



April Sousa, MMC, Board Secretary