



June 3, 2026 Regular Meeting of the McKinleyville Community Services District Board of Directors

Time: 6:00 p.m.

Location: Azalea Hall, 1620 Picket Road, McKinleyville, California

Or

Teleconference via ZOOM or 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 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, June 2.

All Public Comment received before the above deadline may be provided to the Board at 9 a.m. on Wednesday, June 3 in a supplemental packet that will also be posted on the website for public viewing.

Agenda

A. Call to order

- 1 Roll Call**
- 2 Pledge of Allegiance**
- 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.

4 Approval of the Agenda

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.

1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION (California Government Code § 54954.5 and 54957) Title: General Manager—Patrick Kaspari

B. Public Hearings

These are items of a Quasi-Judicial or Legislative nature. Public comments relevant to these proceedings are invited.

1 Conduct Public Hearing to Present Information Regarding Job Vacancies, Recruitment and Retention Strategies in FY 25/26 in Accordance with Requirements Set Forth in AB 2561

Attachment 1 – Public Hearing Announcement

Attachment 2 – FY 25/26 Organizational Chart

Attachment 3 – FY 26/27 Organizational Chart

2 Conduct Public Hearing for the 2025 Urban Water Management Plan (UWMP), Approve Plan for Submittal and Adopt Resolution 2026-20

Attachment 1 – Urban Water Management Plan Public Hearing Notice/ Press Release

Attachment 2 – Resolution 2026-20

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.

1 Consider Approval of Draft Minutes of the Board of Directors Regular Meeting on May 6, 2026

Attachment 1 – Draft Minutes from May 6, 2026

2 Consider Approval of April 30, 2026 Treasurer’s Report

Attachment 1 – April 30, 2026 Treasurer’s Report

3 Compliance With State Double Check Valve (DCV) Law

4 Consider Approval of Sewer Easement for APN 508-031-004

Attachment 1 – Legal Description APN 508-031-004

Attachment 2 – Construction Plan sheets C-103 & C-106

5 Consider Approval of Memorandum of Understanding (MOU) Between McKinleyville Community Services District (MCSD) and the McKinleyville Chamber of Commerce (Chamber) for Beautification and Decoration within the County Right of Way Along Central Avenue in McKinleyville, CA

Attachment 1 – Draft MOU Between MCSD and the McKinleyville Chamber

6 Consider Humboldt Local Agency Formation Commission (LAFCo) Official Ballot Selection

Attachment 1 – Humboldt LAFCo Letter and Ballot Dated May 8, 2026

E. Continued and New Business

1 Consider and Adopt Resolution 2026-19 Recognizing, Honoring and Commending Seth Meynell for Fifteen (15) Years of Service

Attachment 1 – Resolution 2026-19

2 Consider Adoption of Resolution 2026-21 Approving Installment Purchase Contracts, Trust Agreements, a Certificate Purchase Agreements, a Continuing Disclosure Certificate and an Official Statement; Making Certain Determinations Relating thereto; and Authorizing Certain Other Actions in Connection therewith

Attachment 1 – Resolution 2026-21

Attachment 2 – Installment Purchase Contracts

o Water:

<https://www.mckinleyvillecsd.ca.gov/files/1ff65c33f/E.2.2.A+%28Attachment+2a%29+Installment+Purchase+Contract+-+McKinleyville+CSD+2026+Series+A+Water+COPs.pdf>

o Wastewater:

<https://www.mckinleyvillecsd.ca.gov/files/bf50fc1d9/E.2.2.B+%28Attachment+2b%29+Installment+Purchase+Contract+-+McKinleyville+CSD+2026+Series+B+Wastewater+COPs.pdf>

Attachment 3 – Trust Agreements

o Water:

<https://www.mckinleyvillecsd.ca.gov/files/c7ff096d4/E.2.3.A+%28Attachment+3a%29+Trust+Agreement+-+McKinleyville+CSD+2026A+Water+COPs.pdf>

o Wastewater:

<https://www.mckinleyvillecsd.ca.gov/files/a181fcbf8/E.2.3.B+%28Attachment+3b%29+Trust+Agreement+-+McKinleyville+CSD+2026B+Wastewater+COPs.pdf>

Attachment 4 – Certificate Purchase Agreements

o Water:

https://www.mckinleyvillecsd.ca.gov/files/707c9171b/E.2.4.A+%28Attachment+4a%29+Certificate+Purchase+Agreement+McKinleyville+CSD+Series+2026A+%28Water%29%2C+4908-1978-7169_2.pdf

o Wastewater:

https://www.mckinleyvillecsd.ca.gov/files/cca5b8cbd/E.2.4.B+%28Attachment+4b%29+Certificate+Purchase+Agreement+McKinleyville+CSD+Series+2026B+%28Wastewater%29%2C+4907-1322-5377_2.pdf

Attachment 5 – Preliminary Official Statement including the Form of Continuing Disclosure Certificate in Appendix D

o Hyperlink:

<https://www.mckinleyvillecsd.ca.gov/files/1b5496195/E.2.5+%28Attachment+5%29+Official+Statement+-+Continuing+Disclosure+Agreement+-+Combined.pdf>

3 Consider Letter of Support for Assembly Bill (AB) 1821 (Pacheco) California Public Records Act: agency response time.

Attachment 1 – AB 1821 Text

Attachment 2 – Draft Letter of Support

4 Consider Attendance of the California Special Districts Association (CSDA) 2026 Annual Conference, August 24-27, 2026 in Palm Desert, CA

Attachment 1 – 2026 CSDA Annual Conference Brochure

5 Consider Approval of the FY2026-27 Budget and Approve Resolution 2026-22 Establishing Appropriations Limits for FY2026-27

Attachment 1 – Proposed Budget for FY2026-27

Attachment 2 – Resolution 2026-22

6 Consider Second Reading of Ordinance 2026-03 Amending the District’s Rules and Regulations Generalizing Specific Fees to Reference Appendix A: Current Special Fee Schedule and Appendix B: Facility & Park Rental Fee Schedule

Attachment 1 – 2026-05-06 MCSD Rules 5.01, 5.04, 5.11, 8.03, 8.04, 8.05, 9.04, 10.03, 10.09, 14.05, 14.08, 16.01(c), 19.03, 21.02, 27.08, 45.01.a, 45.02, 45.03.a, 45.03.c, 45.04.a, 45.05, 45.08, 52.03, and 73.11 in Track Changes

Attachment 2 – Ordinance 2026-03

Attachment 3 – Draft Appendix A: Current Special Fee Schedule

Attachment 4 – Draft Appendix B: Facility & Park Rental Fee Schedule

7 2026-04 Second Reading Rules & Regulations Cross Connections

Attachment 1 – 2026-05-06 MCSD Rules and Regulations Rule 7.07 in Track Changes

Attachment 2 – Ordinance 2026-04

8 Consider and Approve the MCSD Parks & Recreation Public Art in Our Parks Program

Attachment 1 – MCSD Parks & Recreation Public Art in Our Parks Program

Attachment 2 – MCSD Parks & Recreation Public Art in Our Parks Program Application

F. Reports

No specific action is required on these items, but the Board may discuss any particular item as required.

1 Active Committee Reports

a. Standing Committees

1. Parks and Recreation Committee (Binder/Biteman)
2. Audit and Finance Committee (Orsini/Biteman)
3. Employee Negotiations Committee (Couch/Mayo)
4. McKinleyville Community Forest Committee (Orsini/Biteman)

b. Ad-Hoc Committees

1. Cyber Security Governance Ad-Hoc Committee (Binder/Orsini)

c. Board Liasons

1. McKinleyville Area Fund (John Kulstad/Binder)

2. Redwood Region Economic Development Commission (Biteman/Mayo)
3. McKinleyville Municipal Advisory Committee (Binder/Orsini)
4. McKinleyville Senior Center (Binder/Couch)

2 Legislative and Regulatory Reports

3 Staff Reports

- a. **Finance & Administration Department (Samantha Howard)**
- b. **Operations Department (James Henry)**
- c. **Parks & Recreation Department (Kirsten Messmer)**

Attachment 1 – McKinleyville Community Forest Committee Approved Meeting Minutes from April 15, 2026

- d. **General Manager (Pat Kaspari)**

Attachment 1 – WWMF Monthly Self-Monitoring Report

4. President's Report

5. Board Member Comments, Announcements, Reports and Agenda Item Requests

G. Adjournment

Posted 5:00 p.m. on May 29, 2026

Pursuant to California Government Code Section 54957.5. this agenda and complete packet are available for public inspection 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.