



Mission statement of McKinleyville Community Services District:
"Provide McKinleyville with safe and reliable water, wastewater, lighting, open space, parks and recreation, and library services in an environmentally and fiscally responsible manner."

**NOTICE IS HEREBY GIVEN THAT A REGULAR MEETING OF THE
MCKINLEYVILLE COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS
WILL BE HELD**

WEDNESDAY, FEBRUARY 3, 2021 AT 7:00pm

TELECONFERENCE Via ZOOM & TELEPHONE:

**Use ZOOM MEETING ID: 826 6940 6232 (<https://us02web.zoom.us/j/82669406232>) or DIAL
IN TOLL FREE: 1-888-788-0099 (No Password Required!)**

To participate, please teleconference using 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, February 2, 2021.

All Public Comment received before the above deadline will be provided to the Board at 9 a.m. on Wednesday, February 3, 2021 in a supplemental packet information that will also be posted on the website for public viewing.

AGENDA

7:00 p.m.

A. CALL TO ORDER

A.1 Roll Call

A.2 Pledge of Allegiance

A.3 Additions 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.

A.4 Approval of the Agenda

A.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.

NO CLOSED SESSION SCHEDULED

B. PUBLIC HEARINGS

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

NO PUBLIC HEARING SCHEDULED

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.

- D.1 Consider Approval of the Minutes of the Board of Directors Regular Meeting on January 6, 2021
Attachment 1 – Draft Minutes from January 6, 2021
- D.2 Consider Approval of December 2020 Treasurer's Report
- D.3 Compliance with State Double Check Valve (DCV) Law
- D.4 Reapproval of MCSD Representatives to the McKinleyville Municipal Advisory Committee (MMAC)
Attachment 1 – MMAC Bylaws
- D.5 Review and Approve the Amendments to the County Leases for the Library and Sheriff's Facilities
Attachment 1 – Board of Supervisor's April 14, 2016 Staff Notes and Current Library Lease
Attachment 2 – First Amendment to Library Lease
Attachment 3 – Original Lease for Law Enforcement Facility
Attachment 4 – First Amendment to LEF Lease
Attachment 5 – Second Amendment to LEF Lease

E. CONTINUED AND NEW BUSINESS

- E.1 Consider Adoption of Resolution 2021-04 Recognizing, Honoring, and Commending Jens Andersen for Fifteen (15) Years of Service (Action)
Attachment 1 – Resolution 2021-04

- E.2 Approve FY 2019-20 Audited Financial Statements (Action)
Attachment 1 – MCSD Basic Financial Statements with the Report of the Independent Auditor for Fiscal Year 2019-20
Attachment 2 – Presentation of 2020 Audit Results – Fedak & Brown, LLP
- E.3 Review the Discuss McKinleyville Skatepark Quarterly Project Status Update Presented by the Humboldt Skatepark Collective (Information)
Attachment 1 – Quarterly Report from Humboldt Skatepark Collective
- E.4 Consider Approval of Professional Services Agreement with North Coast Environmental Construction and Cancel Contract with US Ecology to Perform Remediation and Demolition of PCB Impacted Milking Shed at Pialorsi Ranch (Action)
Attachment 1 – North Coast Environmental Construction Quote
- E.5 Consider Acceptance of Latent Powers Committee Report and Provide Direction on Preparation of Related Policy Statements, Resolutions, and Ordinances (Action)
Attachment 1 – Latent Powers Committee Report
- E.6 Consider Authorization for General Manager to Execute Agreement No. SWRCB0D2005001 with the State Water Resources Control Board for Project No. C-06-8393-110 MCSD Wastewater Recycling Expansion Project (Action)
Attachment 1 – Agreement No. SWRCB-D2005001 by and between MCSD and SWRCB
- E.7 Consider Approval of Professional Services Agreement with GHD for the implementation of the State Water Resources Control Board (SWRCB) Recycled Water Grant (Action)
Attachment 1 – January 8, 2021 GHD Scope of Services for Hazard Mitigation Grant Application
- E.8 Consider Approval of Resolution 2021-03 Authorizing the General Manager to Execute Hazard Mitigation Grant Letters of Commitment for Grant Match and Maintenance for 1) Mad River Water Main Crossing; and 2) Forest and Forest Fire Management Plans and Implementation for the Community Forest, Hewitt Preserve and Hiller Wastewater Management Facility Areas (Action)
Attachment 1 – Resolution 2021-03
Attachment 2 – Designation of Subrecipient's Agent
Attachment 3 – Match Commitment Letter Template
Attachment 4 – Maintenance Commitment Letter Template
- E.9 Consider Approval of Professional Services Agreement with GHD for the preparation of the Forest Fire Management and Mitigation Hazard Mitigation Grant (Action)
Attachment 1 – January 8, 2021 GHD Scope of Services for Hazard Mitigation Grant Application
- E.10 Finance Director Retirement and Replacement (Action)
Attachment 1 – Finance Director Transition Schedule and Overview

- E.11 Review Information for the Draft Capital Improvement Plan for the Parks and General Fund, FY 2021-22 (Information)
Attachment 1 - Draft Capital Improvement Plan for the Fiscal Years ending June 30, 2021 – 2030 for the Parks and General Fund
Attachment 2 – Draft Capital Improvement Plan Narrative for Fiscal Year 2021-22
- E.12 Consider Approval of Ordinance 2021-03 Amending Regulation 5 – Connection Charges to Address Accessory Dwelling Units (ADU) Water Connection Fees – Second Reading and Adoption (Action)
Attachment 1 – Revision to Rule 5 in Track Changes
Attachment 2 – Ordinance No. 2021-03, An Ordinance of the McKinleyville Community Services District Amending Regulation 5 – Application for Regular Water Service, of the MCSD Rules and Regulations
- E.13 Consider Approval of Resolution 2021-02 Authorizing the Application for Statewide Park Development and Community Revitalization Program Grant Funds for the Pierson Park Expansion and Renovation Project (Action)
Attachment 1 – Resolution 2021-02

F. REPORTS

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

F.1 ACTIVE COMMITTEE REPORTS

- a. Parks and Recreation Committee (Binder/Clark-Peterson)
- b. Area Fund (John Kulstad/Clark-Peterson)
- c. Redwood Region Economic Development Commission (Clark-Peterson/Binder)
- d. McKinleyville Senior Center Board Liaison (Clark-Peterson/Binder)
- e. Audit (Orsini/Couch)
- f. Employee Negotiations (Couch/Mayo)
- g. McKinleyville Municipal Advisory Committee (Orsini/Binder)
- h. Humboldt Local Agency Formation Commission (Couch)
- i. Environmental Matters Committee (Couch/Clark-Peterson)
- j. AdHoc Committee – Community Forest (Mayo/Orsini)
- k. AdHoc Committee – Latent Powers (Couch/Orsini)

F.2 LEGISLATIVE AND REGULATORY REPORTS

F.3 STAFF REPORTS

- a. Support Services Department (Colleen M.R. Trask)
- b. Operations Department (James Henry)
- c. Parks & Recreation Department (Lesley Frisbee)
- d. General Manager (Pat Kaspari)
Attachment 1 – WWMF Monthly Self-Monitoring Report

F.4 PRESIDENT'S REPORT

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

G. ADJOURNMENT

Posted 5:00 pm on January 29, 2021

Pursuant to California Government Code Section 54957.5, this agenda and complete Board packet are available for public inspection on the web at McKinleyvillecsd.com/minutes or 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.