MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT HELD ON WEDNESDAY, JULY 1, 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
Joey Blaine, Board Secretary
James Henry, Operations Director
Samantha Howard, Finance Director
Kirsten Messmer, Parks & Recreation Director
Russell Gans, District Counsel

A.2 Report Out of June 3, 2026 Closed Session

President Mayo reported there was no reportable action from the June 3, 2026 closed session.

A.3 Pledge of Allegiance

The Pledge of Allegiance was led by Director Binder.

A.4 Additions to the Agenda

There were no additions or changes to the agenda.

A.5 Approval of the Agenda:

Motion: It was moved to approve the Consent Calendar.
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.

A.6 Closed Session Discussion

There was no scheduled closed session.

AGENDA ITEM B. 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 June 3, 2026

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

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

D.4 Consider Adoption of a Notice of Exemption for the Geotechnical Borings Required for the Design of the Mad River Watermain Crossing Project

D.5 Consider Annual Update of Authorized Signers with County of Humboldt

Motion: It was moved to approve the Consent Calendar.
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.

AGENDA ITEM E. CONTINUED AND NEW BUSINESS:

E.1 Discussion of Potential Memorial Grove Program in the McKinleyville Community Forest

Parks and Recreation Director Messmer presented the item.

Directors commented, held robust discussion, and asked clarifying questions of staff.

There was no public comment.

This was an information only item. No action was taken.

E.2 Consider Adoption of Resolution 2026-23 Dissolving Knox Open Space Maintenance Zone #23

Board Secretary Blaine presented the item.

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

At President Mayo's request, District Counsel Gans provided comment on the item.

There was no public comment.

Motion: It was moved to adopt Resolution 2026-23 to dissolve the Open Space Maintenance Zone #23.
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 Biennial Review of MCSD Conflict of Interest Code

Board Secretary Blaine presented the item.

Directors discussed and asked clarifying questions.

At President Mayo's request, District Counsel Gans provided comment on the item.

There was no public comment.

Motion: It was moved to adopt Resolution 2026-25 to accept the revised MCSD Conflict of Interest Code with suggested changes by Legal Counsel.
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 Topics and Dates for Joint McKinleyville Municipal Advisory Committee (MMAC) and MCSD Board Meeting

General Manager Kaspari presented the item.

Directors held a robust discussion.

There was no public comment.

Motion: It was moved to direct staff to propose an October 28, 2026 meeting date with a focus on disaster preparedness and response.
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:
Motion Summary: Motion passed.

E.5 Consider Adoption of Resolution 2026-24 Supporting Association of California Water Agency's "Vision for Our Water Future" Initiative

Board Secretary Blaine presented the item.

Directors held a brief discussion.

There was no public comment

Motion: It was moved to adopt Resolution 2026-24 supporting ACWA's Vision for Our Water Future Initiative.
Motion by: Director Orsini **Second:** Director Binder
There were no comments from the Board or public.
Roll Call: Ayes: Binder, Biteman, Mayo and Orsini Nays: Couch Absent: None
Motion Summary: Motion passed.

E.6 Distribution of Annual Board Self Evaluation

Board Secretary Blaine presented the item.

There was no public comment.

This was an information only item. No action was taken.

E.7 Consider Adoption of Resolution 2026-26 Electing to Collect Delinquent Service Charges on County Tax Roll in FY2026-27; Ordering the Preparation and Filing of a Report, and Setting the Public Hearing at Azalea Hall on August 5, 2026 at 6:00 p.m.

Finance Director Howard presented the item.

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

There was no public comment.

Motion: It was moved to adopt Resolution 2026-26 electing to collect delinquent service charges on the County tax roll in FY2026-27, ordering the preparation and filing of a report, and setting the public hearing at Azalea Hall on August 5, 2026 at 6:00 p.m.
Motion by: Director Orsini **Second:** Director Couch
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.8 Consider Selecting a Candidate for the California Special Districts Association (CSDA) Board of Directors for the 2026 Election for the Northern Network, Seat C Position and the Authorize General Manager to Execute the Official 2026 Election Ballot

Board Secretary Blaine presented the item.

Directors held a brief discussion of the candidates.

There was no public comment.

Motion: It was moved to authorize the General Manager to execute the official ballot for submission to CSDA with Karli Frye, General Manager, Southern Cascades Community Services District, as the candidate of choice.
Motion by: Director Orsini **Second:** Director Couch
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.9 Consider Appointment of Phil Heidrick to the Vacant Alternate Member Seat on the McKinleyville Community Forest Committee

Parks and Recreation Director Messmer presented the item.

Directors commented, discussed, and asked clarifying questions.

There was no public comment.

Motion: It was moved to appoint Phil Heidrick to the vacant Alternate Member seat of the McKinleyville Community Forest Committee for a term of two years.
Motion by: Director Couch **Second:** Director Orsini
There were no comments from the Board or public.
Roll Call: Ayes: Binder, Biteman, Couch, Mayo and Orsini Nays: None Absent:
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 reported that he provided the summary of the June 16, 2026 meeting during item E.1.

b. Ad-Hoc Committees

1. Cyber Security Governance Ad-Hoc Committee (Binder/Orsini) Did not meet. Director Binder reported that the next meeting has been scheduled for August 12, 2026.

c. Board Liaisons

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

2. Redwood Region Economic Development Commission (Biteman/Mayo) Director Biteman provided a summary of the June 22, 2026 meeting.

3. McKinleyville Municipal Advisory Committee (Binder/Orsini) Did not meet.

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

F.2 LEGISLATIVE AND REGULATORY REPORTS

President Mayo gave an update on the passing of the State budget and its implications for special districts.

Board Secretary Blaine provided an update on the status of State bills the District has provided letters of support for including AB 2180, SB 1153, AB 1866, and AB 1821.

F.3 STAFF REPORTS

a. **Finance and Administration Department:** Finance Director Howard provided an update on the progress of the current round of Bond Financing for upcoming capital projects.

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 reported that the Highway Sewer Crossing Retrofit Project is going out to bid in July. Bids will be due in August and the winning bid will be brought to the Board for approval at the September meeting. He also informed the Board that a ribbon cutting for the BMX Track and Park will be held on August 22, 2026.

F.4 PRESIDENT'S REPORT

President Mayo had nothing further to add.

Supervisor Madrone informed the Board that a community meeting is being scheduled for Caltrans' Highway 101 Corridor Study with details forthcoming.

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

Director Couch reported that he will be participating in candidate interview for the Alternate Public Member seat on the Humboldt Local Agency Formation Commission (LAFCo).

G. Meeting Adjourned at 8:08 p.m.

Joseph Blaine, CMC, Board Secretary