

MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT HELD ON WEDNESDAY, JUNE 1, 2022 AT 6:30/7:00 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

SPECIAL MEETING 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 6:32 p.m. with the following Directors and staff in attendance in person at Azalea Hall:

David Couch, President
Dennis Mayo, Director
Scott Binder, Director

Pat Kaspari, General Manager
April Sousa, Board Secretary
Joseph Blaine, IT Specialist

A.2 PUBLIC COMMENT AND WRITTEN COMMUNICATIONS:

None

A.3 CLOSED SESSION DISCUSSION:

The Board entered into Closed session at 6:33 p.m. to discuss the following items:

CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Gov. Code § 54956.8)

Property: APN 509-021-045-000

Agency Negotiator: Patrick Kaspari (MCSD General Manager); Michael Colantuono (MCSD Legal Counsel)

Negotiating Parties: Douglas Shaw (American Hospital Management Corp.)

Under Negotiation: Price and Terms of Payment

REGULAR MEETING AGENDA ITEM A. CALL TO ORDER:

A.1 Report Out of Closed Session

There was no reportable action from the Closed Session.

A.2 Roll Call: The regular session of the Board of Directors of McKinleyville Community Services District convened at 7:00 p.m. with the following Directors and staff in attendance in person at Azalea Hall:

David Couch, President
Dennis Mayo, Director
Scott Binder, Director

Pat Kaspari, General Manager
April Sousa, Board Secretary
Joseph Blaine, IT Specialist
Colleen Trask, Finance Director
Nicole Alvarado, Incoming Finance Director
Lesley Frisbee, Parks & Recreation Director (Zoom)
James Henry, Operations Director

A.3 Pledge of Allegiance: The Pledge of Allegiance was led by President Couch.

A.4 Additions to the Agenda: None

A.5 Approval of the Agenda:

Motion: It was moved to approve the agenda as stated.

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

There were no comments from the Board or public.

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

Motion Summary: Motion Passed

AGENDA ITEM B. PUBLIC HEARINGS:

None

AGENDA ITEM C. PUBLIC COMMENT AND WRITTEN COMMUNICATIONS:

Tom, a member of the public, gave comment on a proposal for a theme park in McKinleyville.

AGENDA ITEM D. CONSENT CALENDAR:

- D.1 Consider Approval of the Minutes of the Board of Directors Regular Meeting on May 4, 2022 and May 7, 2022 Special Meeting**
- D.2 Consider Approval of April 2022 Treasurer's Report**
- D.3 Compliance with State Double Check Valve (DCV) Law**
- D.4 Reaffirm Resolution 2021-27 Making Finding Pursuant to Government Code Section 5493, as Amended by Assembly Bill 361, and Authorizing the Continued Use of Virtual Meetings**
- D.5 Consider Adoption of Resolution 2022-20 Amending the Rules and Regulations Rule 45.03.b Facility Use Fees and 45.03.c Event Services Fees**
- D.6 Consider Approval to Declare 2002 Ford Taurus Surplus**

Motion: It was moved to approve the Consent Calendar.

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

There were no comments from the Board or public.

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

Motion Summary: Motion Passed

AGENDA ITEM E. CONTINUED AND NEW BUSINESS:

- E.1 Consider Adoption of Resolution 2022-16 Recognizing, Honoring, and Commending Erik Jones for Twenty (20) Years of Service**

Operations Director James Henry opened the item by reading the proposed resolution. Board President Couch opened the floor up for comments from other directors, staff, and the public. An award was presented to Erik and pictures were taken.

Motion: It was moved to approve the Resolution 2022-16 Recognizing, Honoring, and Commending Erik Jones for Twenty (20) Years of Service.

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

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

Motion Summary: Motion Passed

- E.2 Consider Adoption of Resolution 2022-17 Recognizing and Honoring Colleen MR Trask on her Retirement**

General Manager Kaspari opened reviewed the staff note and read the proposed resolution. Board President Couch opened the floor up for comments from other Directors, Staff, and the Public. An award was presented to Colleen and pictures were taken.

Motion: It was moved to approve Resolution 2022-17 Recognizing and Honoring Colleen MR Trask on her Retirement.

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

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

Motion Summary: Motion Passed

E.3 Consider Approval of the Right of Entry, Design and Construction Agreement between the Humboldt Skate Park Collective and McKinleyville Community Services District

Recreation Director Lesley Frisbee gave an overview of the item. There were no questions or comments from the Board or the Public.

Motion: It was moved to approve the Right of Entry, Design, and Construction Agreement between the Humboldt Skate Park Collective and the McKinleyville Community Services District.

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

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

Motion Summary: Motion Passed

E.4 FY 2021-22 Budget Review and Potential Amendment

Finance Director Colleen MR Trask reviewed the item. There were no questions or comments from the Board or the Public.

Motion: It was moved to approve the proposed revised Budgets for FY 2021-22.

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

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

Motion Summary: Motion Passed

E.5 Consider approval of FY 2022-23 Proposed Budget and Approve Resolution 2022-18 Establishing Appropriations Limit

Incoming Finance Director Nicole Alvarado gave an overview of the item. She noted a typo on the Resolution: the fiscal year should be 2022-23 instead of 2021-22. Director Binder asked clarifying questions regarding the appropriation limits calculations. Director Mayo gave comments regarding population growth.

Motion: It was moved to approve Resolution 2022-18 establishing Appropriations limits for Fiscal Year 2022-23.

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

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

Motion Summary: Motion Passed

E.6 Consider Adoption of Resolution 2022-19, Instituting Stage 2 Water Conservation Measures as Required by Governor's Executive Order N-7-20 & SWRCB Emergency Regulations

General Manager Kaspari reviewed the staff note for this item. Director Binder asked clarification regarding the fiscal analysis.

Motion: It was moved to approve Resolution 2022-19 Instituting Stage 2 Water Conservation Measures as Required by Governor's Executive Order N-7-20 & SWRCB Emergency Regulations

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

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

Motion Summary: Motion Passed

E.7 Introduction to California CLASS and Discussion of Becoming Members to Joint Powers Agreement

General Manager Kaspari reviewed the item with Board members present. Director Mayo asked if this item could come back to the Board with a larger presentation.

This item was information only; no action taken.

AGENDA ITEM F. REPORTS

F.1 ACTIVE COMMITTEE REPORTS

- a. **Parks and Recreation Committee (Binder/Clark-Peterson):** Nothing further to report from Director Frisbee's report.
- b. **Area Fund (John Kulstad/Clark-Peterson):** No report
- c. **Redwood Region Economic Development Commission (Clark-Peterson/Binder):** Did not meet.
- d. **McKinleyville Senior Center Advisory Council (Binder/Clark-Peterson):** Director Binder gave a report on programing.
- e. **Audit and Finance (Orsini/Couch):** No report
- f. **Employee Negotiations (Couch/Mayo):** Did not meet.
- g. **McKinleyville Municipal Advisory Committee (Orsini/Binder):** General Manager Kaspari 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):** Director Mayo gave a brief report on the recent meeting.

F.2 LEGISLATIVE AND REGULATORY REPORTS

Director Mayo mentioned a survey from ACWA (Association of California Water Agencies) gathering public input and stated he would send General Manager Kaspari the survey link to pass on to the other Board members.

F.3 STAFF REPORTS

- a. **Support Services Department (Nicole Alvarado/Colleen M.R. Trask):** Finance Director Alvarado noted that the auditors would be starting their work on June 7th and 8th and gave a lock list update.
- 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 cost savings, including the new practice of printing Board packets in black and white. He also noted the sheriff office expansion discussions with the County.

F.4 PRESIDENT'S REPORT: President Couch had nothing to report.

F.4 BOARD MEMBER COMMENTS, ANNOUNCEMENTS, REPORTS AND AGENDA ITEM REQUESTS: President Couch gave County Supervisor Madrone the opportunity to speak.

G. ADJOURNMENT:
Meeting Adjourned at 8:46p.m.



April Sousa, MMC, Board Secretary