

MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT HELD ON WEDNESDAY, OCTOBER 6, 2021 - 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

AGENDA ITEM A. CALL TO ORDER:

A.1 Roll Call: The regular session of the Board of Directors of McKinleyville Community Services District convened at 7:00 pm with the following Directors and staff in attendance in person at Azalea Hall:

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

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

A.3 Additions to the Agenda: There were no additions to the agenda.

A.4 Approval of the Agenda:

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

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

There were no comments from the Board or public.

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

Motion Summary: Motion Passed

AGENDA ITEM B. PUBLIC HEARINGS:

B.1 Public Hearing on Proposed Assessment and Formation of Open Space Maintenance Zone (OSMZ) #28 and Consider Adoption of Resolution 2021-22, for Avelar/Imeson OSMZ

President Mayo opened the public hearing at 7:03 p.m. General Manager Kaspari gave a brief overview of this item. There was no public comment. The public hearing closed at 7:06 p.m.

Motion: It was moved to adopt Resolution 2021-22 for the Formation of the Avelar/Imeson Open Space Maintenance Zone #28.

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

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

Motion Summary: Motion Passed

AGENDA ITEM C. PUBLIC COMMENT AND WRITTEN COMMUNICATIONS:

There was no public comment.

AGENDA ITEM D. CONSENT CALENDAR:

D.1 Consider Approval of the Minutes of the Board of Directors

D.2 Consider Approval of August DRAFT 2021 Treasurer's Report

D.3 Approve Regular Meeting Dates, Time, and Location for the 2022 Calendar Year

D.4 Approve Attendance to the Association of California Water Agencies (ACWA) 2021 Fall Conference and Exhibition November 30-December 2, 2021 in Pasadena, CA

- D.6 Approve Resolutions 2021-25 & 2021-26 Authorizing the Applications for the Rural Recreation & Tourism Grant Applications for BMX Project and Skate Park Project
- D.7 Review the McKinleyville Skate Park Quarterly Project Status Updated Presented by the Humboldt Skatepark Collective (HSC)

Director Orsini pulled item D.5 from the Consent Calendar.

Motion: It was moved to approve the Consent Calendar excluding item D.5

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

There were no comments from the Board or public.

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

Motion Summary: Motion Passed

- D.5 Approve Resolution 2021-24 Authorizing the Application for California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for all Act of 2018 Per Capita Grant Program

Director Orsini would like to ask staff to have a strong consideration of replacing infrastructure instead of purchasing new items.

Motion: It was moved to approve Consent Calendar item D.5

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

There were no comments from the public.

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

Motion Summary: Motion Passed

AGENDA ITEM E. CONTINUED AND NEW BUSINESS:

- E.1 Consider Adoption of 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

Board Secretary Sousa reviewed the staff note for this item. Director Orsini asked if there was any way to make the length longer. He also asked clarification on use in a state of emergency. There was no public comment.

Motion: It was moved to adopt 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 by: Director Binder; **Second:** Director Clark-Peterson

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

Motion Summary: Motion Passed

- E.2 Consider Adoption of Resolution 2021-28 Directing Staff to Proceed with Planning for the Issuance of Obligations to Finance Funding of the 4.5MG Water Tank, Highway 101 Sewer Crossings, and Central Avenue Sewer and Water Main Replacement Projects

General Manager Kaspari gave a brief overview of this item. Rick Brandis gave a brief statement and was available to answer questions. There were no comments from the public. President Mayo and Director Binder mentioned a couple typographical errors in the Statement of Qualifications.

Motion: It was moved to approve Resolution 2021-28 directing staff to proceed with the planning for the issuance of bonds to finance the 4.5 MG Water Tank, Highway 101 Sewer Crossings, and Central Avenue Sewer and Water Main Replacement Projects.

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

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

Motion Summary: Motion Passed

E.3 Consider Second Reading and Adoption of Ordinance 2021-07 Adding Section 68.05 to Regulation 68, Latent Powers of Article Vi: Miscellaneous, Addressing Reclamation Authorities in the MCSD Rules and Regulations

Board Secretary Sousa reviewed this item. It was noted that this was the second reading, and that the first reading was completed at the last Board meeting on September 8, 2021. There were no comments by the Board or the public.

Motion: It was moved to conduct a second reading and adopt Ordinance no. 2021-76 adding section 68.05, by title only.

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

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

Motion Summary: Motion Passed

E.4 Consider First Reading of Ordinance 2021-08 Adding Regulation 48: Community Forest, to Article IV: Parks and Recreation, Addressing Community Forest Powers and Authority of the MCSD Rules and Regulations

Board Secretary Sousa gave a brief review of the staff note. There were no comments from the Board or the public.

Motion: Approve the first reading of Ordinance 2021-08 adding Regulation 48: Community Forest, to Article IV: Parks and Recreation, addressing community forest powers and authority of the MCSD Rules and Regulations, by title only.

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

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

Motion Summary: Motion Passed

E.5 Consider Approval of Memorandum of Understanding with Trust for Public Lands on Acquisition of Community Forest Property

General Manager Kaspari reviewed this item. Director Orsini asked clarifying questions regarding if Trust for Public Lands had reviewed the MOU, to which the answer was yes. It was also clarified who was the legal signatory from Trust for Public Lands. There were no comments from the public.

Motion: Approve the Board President to execute the MOU with Trust for Public Lands as related to the acquisition of the Community Forest property.

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

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

Motion Summary: Motion Passed

E.6 Consider Approval of Filing a Notice of Exemption for Construction of BMX Track and Park on APN 508-242-043

General Manager Kaspari gave an overview of this item. Director Couch clarified the location of the Midtown Trail within the design plans. There was no public comment.

Motion: Approve the filing of a Notice of Exemption (NOE) for the construction of a BMX track and park on APN 508-242-043 and direct the General Manager to sign and file the NOE with the Humboldt County Clerk and State Office of Planning and Research within five working days.

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

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

Motion Summary: Motion Passed

E.7 Consider Approval of Resolution 2021-23 Initiation of Central Ave OSMZ and Notice of Public Hearing for Central Avenue Open Space Management Zone

General Manager Kaspari began the presentation for this item and passed it off to MCSD staff member, Brian Anspach, who gave the full presentation to the Board. President Mayo commented about the relationship between the County and MCSD. Director Clark-Peterson asked about the reason for changing from contracting services to staff maintaining the zones. Director Orsini was able to answer her question. President Mayo spoke of some comments that were given to him from a business owner regarding the bridle trail. Director Orsini noted that preserving the bridle trail might be something to preserve in the Town Center Ordinance with the County.

Motion: Adopt Resolution 2021-23 initiating the reformation of the Central Avenue Open Space Management Zone #6.

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

Roll Call: Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo 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):** Director Binder had nothing further to add to Director Frisbee's report.
- b. **Area Fund (John Kulstad/Clark-Peterson):** Did not meet.
- c. **Redwood Region Economic Development Commission (Clark-Peterson/Binder):** Director Clark-Peterson had nothing to report.
- d. **McKinleyville Senior Center Advisory Council (Clark-Peterson/Binder):** Director Binder gave a short report regarding a brief meeting in September, and noted that the members present had an informal discussion and no action was taken.
- e. **Audit (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.
- h. **Local Agency Formation Commission (Couch):** Director Couch reported on the recent Humboldt LAFCo meeting.
- i. **Environmental Matters Committee (Couch/Clark-Peterson):** Did not meet.
- j. **Ad Hoc Community Forest Committee (Mayo/Orsini):** Nothing to report.
- k. **Ad Hoc Latent Powers Committee (Orsini/Couch):** Did not meet.

F.2 LEGISLATIVE AND REGULATORY REPORTS

None

F.3 STAFF REPORTS

- a. **Support Services Department (Colleen M.R. Trask):** Finance Director Colleen Trask highlighted information on the Governor's extended moratorium on locking of unpaid water and an update on the unpaid funds assistance from the State. Director Orsini asked clarification on the process with those who have been amortized.

- 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 Frisbee had nothing further to report.
- d. **General Manager (Patrick Kaspari):** General Manager Kaspari added a reminder of the Microgrid Groundbreaking ceremony.

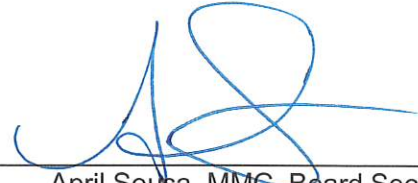
F.3.2 PRESIDENT'S REPORT: Nothing to report.

F.4 BOARD MEMBER COMMENTS, ANNOUNCEMENTS, REPORTS AND AGENDA ITEM REQUESTS:

None.

G. ADJOURNMENT:

Meeting Adjourned at 8:26 P.M.



April Sousa, MMC, Board Secretary