

MINUTES OF THE CLOSED/REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT HELD ON WEDNESDAY, DECEMBER 2, 2020 6:15/7:00 P.M.

TELECONFERENCE Via ZOOM & TELEPHONE:

ZOOM MEETING ID: 843 9055 3681 (<https://zoom.us/j/84390553681>) and TOLL FREE: 1-888-788-0099

Closed Session

AGENDA ITEM A. CALL TO ORDER

A.1 Roll Call: The closed session of the Board of Directors of McKinleyville Community Services District convened at 6:17 p.m. with the following Directors and staff in attendance:

Mary Burke, President	Pat Kaspari, General Manager (arrived 15 min after Closed Session began)
Dennis Mayo, Vice President	April Sousa, Board Secretary
Shel Barsanti, Director	Joseph Blaine, Tech Support
John Corbett, Director	
David Couch, Director	

A.2 Public Comment and Written Communications

There was no public comment on the Closed Session items.

A.3 Closed Session

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

Regular Session

AGENDA ITEM A. CALL TO ORDER:

A.1 Report out of Closed Session

President Burke reported that the General Manager had a favorable review.

A.2 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:

Mary Burke, President	Pat Kaspari, General Manager
Dennis Mayo, Vice President	Colleen Trask, Finance Director
John Corbett, Director	James Henry, Operations Director
David Couch, Director	Lesley Frisbee, Recreation Director
Shel Barsanti, Director	April Sousa, Board Secretary
	Joseph Blaine, Tech Support

A.3 Pledge of Allegiance: The Pledge of Allegiance was led by Director Barsanti.

A.4 Additions to the Agenda: There were no additions to the Agenda

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

Motion by: Director Corbett; **Second:** Director Barsanti

There were no comments from the Board or public.

Roll Call: Ayes: Barsanti, Corbett, Couch, Mayo and Burke Nays: None Absent: None

Motion Summary: Motion Passed

AGENDA ITEM B. PUBLIC HEARINGS: There were no Public Hearings.

AGENDA ITEM C. PUBLIC COMMENT AND WRITTEN COMMUNICATIONS:

President Burke gave an overview of how the public could participate with the new zoom webinar format.

There was no public comment on items not on the agenda.

AGENDA ITEM D. CONSENT CALENDAR:

Item D.4: Consider Approval of Submittal of CSDA Call to Action Letter to California Department of Housing and Community Development (HCD) on Surplus Land Act (SLA) Draft Guidelines that Threaten Special Service District's Ability to Lease Land was removed from the Consent Calendar.

D.1 Consider Approval of the Minutes of the Board of Directors Regular Meeting on November 4, 2020

D.2 Consider Approval of October 2020 Treasurer's Report

D.3 Consider Approval of the Lease for Rental of Pialorsi House

Motion: It was moved to approve Consent Calendar items D.1-D.3

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

There were no comments from the Board or public.

Roll Call: Ayes: Barsanti, Corbett, Couch, Mayo and Burke Nays: None Absent: None

Motion Summary: Motion Passed

D.4: Consider Approval of Submittal of CSDA Call to Action Letter to California Department of Housing and Community Development (HCD) on Surplus Land Act (SLA) Draft Guidelines that Threaten Special Service District's Ability to Lease Land

Director Mayo had many comments regarding the legislation of this item and encouraged the Board members to individually write similar letters. Board Director Elect and member of the public, Greg Orsini, gave comments on his previous work with this item.

Motion: It was moved to approve Consent Calendar item D.4.

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

Roll Call: Ayes: Barsanti, Corbett, Couch, Mayo and Burke Nays: None Absent: None

Motion Summary: Motion Passed

AGENDA ITEM E. CONTINUED AND NEW BUSINESS:

E.1 Presentation of the Community Builder Award to Hooven & Co., Inc

Board Secretary Sousa gave an overview of the item. A picture of President Burke and General Manager Pat Kaspari giving the award to the Hoovens was presented during the zoom meeting. The Board, staff, and public were given opportunities to speak on this item and give personal gratitude to the Hoovens for their work in the community.

This was an informational item only; no action taken.

E.2 Recognition of Leaving Board Members

After Board Secretary Sousa gave an overview of the item, Vice President Mayo presented the Certificates of Recognition to Director Barsanti and President Burke. President Burke presented the Resolution to Director Corbett. The Board, staff, and public were given opportunities to speak on this item and give personal recognition to all leaving board members.

Motion: Adopt Resolution 2020-25 Commending and Recognizing John Corbett for his years of dedicated service to the McKinleyville Community Services District.

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

Roll Call: Ayes: Barsanti, Corbett, Couch and Mayo Nays: None Absent: None

Motion Summary: Motion Passed

E.3 Consideration of Burris Appeal

General Manager Kaspari gave the overview of this item. Mr. Hal Burris was available to answer questions, share pictures, and give more insight to the issue. The Board discussed where the responsibility lay with this issue. The public was given further opportunity to comment on the item.

Motion: Move to table this item to the January Board of Directors meeting in order for the General Manager and staff to gather more information and that the customer should not pay the outstanding bill during this time.

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

Roll Call: Ayes: Barsanti, Corbett, Couch, Mayo and Burke Nays: None Absent: None

Motion Summary: Motion Passed

E.4 Consider Approval of Proposed Reserve Policy Updates

Finance Director Trask reviewed the process that had taken place for these updates. Director Barsanti asked for a copy of the previous 2012 version to be presented with the updates to make an informed decision. The public gave comments on this item.

Motion: Postpone this item to the January Board of Directors meeting so that the Finance Director can provide more information to the Board.

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

Roll Call: Ayes: Barsanti, Corbett, Couch, Mayo and Burke Nays: None Absent: None

Motion Summary: Motion Passed

E.5 Election Results and Set Special Meeting to Administer the Oath of Office to New Board Members

Board Secretary Sousa presented the official results provided by Humboldt County Elections on December 1, 2020. The Board Director Elects are Scott Binder and Gregory Orsini for the 4-year seats and Joellen Clark-Peterson for the 2-year seat. A special meeting date was discussed, and the Public was given an opportunity to give further comments.

Motion: Set a special meeting on December 9, 2020 to swear in the new Board Directors.

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

Roll Call: Ayes: Barsanti, Corbett, Couch, Mayo and Burke Nays: None Absent: None

Motion Summary: Motion Passed

E.6 Consider Approval of Ordinance 2021-01 Amending Regulation 21-Connection Charges to Address Accessory Dwelling Units (ADU) Connection Fees – First Reading

The General Manager gave an overview of the item and a history of the regulations at the State and County levels. The Board asked clarifying questions of the Ordinance. There was no further public comment.

Motion: Approve the first reading of Ordinance 2021-01, Amending Regulation 21-Connection Charges to Address Accessory Dwelling Unites (ADU) Connection Fees, by title only.

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

Roll Call: Ayes: Corbett, Couch, and Burke Nays: Mayo Absent: Barsanti

Motion Summary: Motion Passed

E.7 Consider Approval of Ordinance 2021-02 Amending Regulation 40 – Parks and Recreation Committee – First Reading

Recreation Director Frisbee reviewed the item. There were no Board or public comments.

Motion: Approve the first reading of Ordinance 2021-02, Amending Regulation 40-Parks and Recreation Committee of the MCSD Rules and Regulations, by title only.

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

Roll Call: Ayes: Barsanti, Corbett, Couch, Mayo and Burke Nays: None Absent: None

Motion Summary: Motion Passed

AGENDA ITEM F. REPORTS

F.1 ACTIVE COMMITTEE REPORTS

- a. **Parks and Recreation Committee (Couch/Mayo):** Did not attend last meeting.
- b. **Area Fund (John Kulstad/Barsanti):** Did not meet.
- c. **Redwood Region Economic Development Commission (Mayo/Burke):** Regular meeting, nothing to report. Director Mayo gave brief report on Executive meeting.
- d. **McKinleyville Senior Center Advisory Council (Barsanti/Burke):** Did not meet.
- e. **Audit (Corbett/Barsanti):** Did not meet.
- f. **Employee Negotiations (Couch/Corbett):** Did not meet.
- g. **McKinleyville Municipal Advisory Committee (Burke/Mayo):** Gave an overview of the meeting and noted that there was a wetlands discussion at the meeting.
- h. **Local Agency Formation Commission (Couch):** Reported on the local Humboldt LAFCo meeting where the Arcata Sphere of Influence was discussed.
- i. **Environmental Matters Committee (Couch/Corbett):** Did not meet.
- j. **Ad Hoc Community Forest Committee (Mayo/Corbett):** Recreation Director Frisbee and General Manager Kaspari gave the committee report
- k. **Ad Hoc Latent Powers Committee (Corbett/Couch):** Director Corbett gave a summary and noted that the committee tried to get a full report ready for the December meeting, but was unable to do so.

Director Mayo asked the continuing and incoming Board Directors to let him know what committees they would be interested in for 2021.

F.2 LEGISLATIVE AND REGULATORY REPORTS

Director Mayo said he had been in several legislative meetings, but nothing to report.

F.3 STAFF REPORTS

- a. **Support Services Department (Colleen M.R. Trask):** Finance Director, Colleen Trask, had nothing further to report.
- 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 add to her written report.
- d. **General Manager (Patrick Kaspari):** General Manager Kaspari highlighted conversations that took place with Virgil Morehead of the Big Lagoon Rancheria regarding the Community Forest.

F.3.2 PRESIDENT'S REPORT: President Burke reported on tribal meetings and encouraged further meetings with the Tribes, gave departing remarks, and asked Supervisor Madrone to speak.

Supervisor Madrone gave gratitude to all the directors.

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

Board members gave more departing remarks at this time.

G. ADJOURNMENT:

Meeting Adjourned at 10:04 p.m.



April Sousa, CMC, Board Secretary