

MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT HELD ON WEDNESDAY, SEPTEMBER 8, 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 (via Zoom)
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

A.2 Pledge of Allegiance: The Pledge of Allegiance was led by Director Clark-Peterson

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:

None

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 July DRAFT 2021 Treasurer's Report

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

Item D.3 was pulled from the Consent Calendar as it was no longer valid. All accounts listed had come into compliance prior to the Board meeting.

Motion: It was moved to approve the Consent Calendar items D.1 and D.2.

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

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 E. CONTINUED AND NEW BUSINESS:

E.1 Approval to Proceed with Potential Issuance of \$8.5M in Public Bond Sales to Finance District Match for 4.5M Gallon Water Tank & Three Highway 101 Sewer Crossings and First Water & Sewer Mainline Replacement Project

General Manager Kaspari reviewed the staff report and introduced Rick Brandis from Oppenheimer & Co. Inc. to continue the presentation. Director Orsini asked clarification on the term and interest rate for the refinance of the Davis-Grunsky loan.

Director Orsini noted that all the projects were grant funded. He also noted that the value present in the tables is the value now and not thirty years from now.

There was no public comment.

Finance Director Colleen M.R. Trask noted that the overall interest rate for the public bond was still lower than then the private opportunities.

Director Binder asked clarification on the Davis-Grunsky loan current rate. Finance Director clarified the amount and noted that it was also found in the treasurer report.

Motion: It was moved to approve and authorize staff to contract with Brandis Tallman, a division of Oppenheimer & Co. Inc., as bond underwriter and appropriate Bond Counsel to develop prospectus and request Bond Rating from Standard & Poor's for a 30-year, \$8.5M public bond sale.

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.2 Review Microgrid Construction Schedule and Review Groundbreaking Dates

General Manager Kaspari reviewed the information presented in the staff report. The Board agreed with the proposed date. President Mayo asked staff to review what dates work within staff's schedule. Director Orsini noted he may have a potential conflict on the 18th of October. President Mayo asked that each Director discuss conflicts with staff privately to come up with the best date and time.

Director Clark-Peterson asked a clarifying question regarding the invitation of other members of the public. Director Orsini suggested there be a way to RSVP so that staff will have an idea of how many people will be in attendance.

This was an informational item. No action taken.

E.3 Approve Spending Reserve Funding for BMX Park CEQA Analysis

Recreation Director Lesley Frisbee gave an overview of the staff report and agenda item. After the staff report, President Mayo noted that Supervisor Madrone was present in the public and welcomed him.

Director Orsini asked clarification from Finance Director Trask regarding a budget modification that would also need to be completed. It was noted that the Budget Modification and the Notice of Exemption could take place at the same time.

Director Binder asked if Recreation Director Lesley Frisbee how likely it would be for MCSD to be awarded the grant. Recreation Director Frisbee noted that was difficult to say.

Director Binder asked how long the CEQA exemption would be good for. It was noted that CEQA is project specific.

Director Couch asked how the Mid-town trail might be combined with this project.

Because the amount is within the approval authority of the General Manager, it was noted that this item did not need any action. Direction was given to the General Manager to move forward.

E.4 Consider First Reading 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 the staff note for this agenda item. It was noted that after the Board packet was distributed, some changes came in regarding language within the Ordinance. This revised Ordinance was provided to the public via Agenda and Packet information on the MCSD website as well as hard copies were available for in person attendance. President Mayo thanked former Director Corbett for bring this to the attention of the Board last year.

Motion: Approve the first reading of Ordinance 2021-07 adding Section 68.05, by title only.

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.5 Review and Discuss Annual Board Self-Evaluation

This item was tabled from the last Board meeting. All Board members were present to discuss the cumulative Board Self-Evaluation. There was no public comment.

This item was information only. No action taken.

E.6 Consider Approval to Execute Construction Contract for Biosolids Removal Project

General Manager Kaspari gave an overview of this item. Director Orsini asked clarifying questions on the bid process. Director Orsini recommended to staff get the permitting necessary to remove the biosolids to MCSD property, lowering the cost in the future. Director Orsini asked to amend the recommend motion to round the final total amount to \$934,270. There was no public comment.

Motion: Award the bid for Treatment Pond Dredging and Biosolids Removal Project to Synagro WWT, Inc. for an amount not to exceed \$778,875 with a \$70,460 contingency based on solids classification and a 10% project contingency for a total amount of \$934,270 and authorize the General Manager to execute the documents to allow the award of the contract and the notice to proceed.

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.7 Consider Approval of LAFCO 2020 Municipal Service Review Administrative Draft

General Manager Kaspari gave a review of the item and asked for comments from the Board. It was noted that Director Orsini had provided some comments and questions prior to the meeting which had been forwarded on to LAFCo. The Board directed staff to ask LAFCo to postpone the approval of the Administrative Draft scheduled for their meeting on the 15th to next month, in order to allow for a thorough review by the MCSD Board. There was no public comment

Motion: Move to table the approval to the next MCSD Board meeting in October.

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 F. REPORTS

F.1 ACTIVE COMMITTEE REPORTS

- a. **Parks and Recreation Committee (Binder/Clark-Peterson):** Director Binder had nothing further to report from 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 gave a brief report, which included information from a presentation by HSU. Director Binder also attended and added to the report.
- d. **McKinleyville Senior Center Advisory Council (Clark-Peterson/Binder):** Director Binder gave a short report regarding the meeting on August 18, 2021.
- e. **Audit (Orsini/Couch):** It was reported that the Audit committee had a kickoff meeting with the Auditors as well as discussed the financing information in item E.1.
- f. **Employee Negotiations (Couch/Mayo):** Did not meet.
- g. **McKinleyville Municipal Advisory Committee (Orsini/Binder):** Director Binder was able to log into the zoom while at the CSDA conference for this meeting and gave a brief report.
- h. **Local Agency Formation Commission (Couch):** Director Couch reported that the Humboldt LAFCo meeting was coming up and reported on the most recent Cal LAFCo meeting.
- i. **Environmental Matters Committee (Couch/Clark-Peterson):** Did not meet.
- j. **Ad Hoc Community Forest Committee (Mayo/Orsini):** Director Orsini and Recreation Director Frisbee gave a brief report on the Community Forest Committee recent meeting.
- k. **Ad Hoc Latent Powers Committee (Orsini/Couch):** Did not meet but reviewed the Reclamation Ordinance for this meeting.

F.2 LEGISLATIVE AND REGULATORY REPORTS

Director Orsini noted that CSDA now has a national coalition and mentioned there would be grants available.

F.3 STAFF REPORTS

- a. **Support Services Department (Colleen M.R. Trask):** Finance Director, Colleen Trask, highlighted a brief overview of the State Water Board process for funds used to pay overdue bill due to COVID-19.
- 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 had nothing further to report.

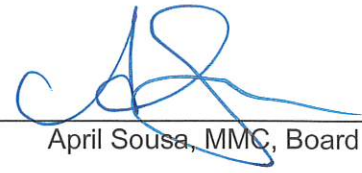
F.3.2 PRESIDENT'S REPORT: Nothing to report.

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

Directors Orsini, Binder and Mayo gave brief reports on the recent CSDA Conference they attended. President Mayo asked Supervisor Madrone if he would speak, who asked MCSD to have a future conversation regarding homelessness.

G. ADJOURNMENT:

Meeting Adjourned at 8:52 P.M.

A handwritten signature in blue ink, appearing to be 'April Sousa', written over a horizontal line.

April Sousa, MMC, Board Secretary