



March 4, 2026 Regular Meeting of the McKinleyville Community Services District Board of Directors

Time: 6:00 p.m.

Location: Azalea Hall, 1620 Picket Road, McKinleyville, California

Or

Teleconference via ZOOM or Telephone

Use ZOOM MEETING ID: 859 4543 6653 (<https://us02web.zoom.us/j/85945436653>)

or DIAL IN TOLL FREE: 1-888-788-0099 (No Password Required!)

To participate by teleconference, please use the toll free number listed above, or join through the internet at the Zoom App with weblink and ID number listed above, or the public may submit written comments to the Board Secretary at: comments@mckinleyvillecsd.com up until 4:30 p.m. on Tuesday, March 3, 2026.

All Public Comment received before the above deadline may be provided to the Board at 9 a.m. on Wednesday, March 4, 2026 in a supplemental packet that will also be posted on the website for public viewing.

Agenda

A. Call to order

- 1 Roll Call**
- 2 Pledge of Allegiance**
- 3 Additions or Changes to the Agenda**

Items may be added to the Agenda in accordance with Section 54954.2(b)(2) of the Government Code (Brown Act), upon a determination by two-thirds vote of the members of the legislative body present at the time of the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the McKinleyville Community Services District after the Agenda was posted.

4 Approval of the Agenda

5 Closed Session Discussion

At any time during the regular session, the Board may adjourn to closed session to consider existing or anticipated litigation, liability claims, real property negotiations, license and permit determinations, threats to security, public employee appointments, personnel matters, evaluations and discipline, labor negotiations, or to discuss with legal counsel matters within the attorney-client privilege.

There is no closed session scheduled.

B. Public Hearings

These are items of a Quasi-Judicial or Legislative nature. Public comments relevant to these proceedings are invited.

There is no public hearing scheduled.

C. Public Comment and Written Communications

Any person may address the Board at this time upon any subject not identified on this Agenda but within the jurisdiction of the McKinleyville Community Services District; however, any matter that requires action will be referred to staff for a report of action at a subsequent Committee or Board meeting. As to matters on the Agenda, an opportunity will be given to address the Board when the matter is considered. Comments are limited to 3 minutes. Letters should be used for complex issues.

D. Consent Calendar

Consent Calendar items are expected to be routine and non-controversial, to be acted upon by the Board of Directors at one time without discussion. If any Board member, staff member, or interested person requests that an item be removed from the Consent Calendar, it shall be removed so that it may be acted upon separately.

1 Consider Approval of Draft Minutes of the Board of Directors Regular Meeting on February 4, 2026

Attachment 1 – Draft Minutes from February 4, 2026

2 Consider Approval of January 31, 2026 Treasurer’s Report

Attachment 1 – January 31, 2026 Treasurer’s Report

3 Compliance With State Double Check Valve (DCV) Law

4 Consider Approval to Declare 2002 and 2004 Utility Trucks Surplus

5 2025 Wastewater Management Facility Annual Report for the North Coast Regional Water Quality Control Board (NCRWQCB)

Attachment 1 – Summary of 2025 Wastewater Management Facility Annual Report

6 Review and Approve the Amendments to the County Lease for the Law Enforcement Facilities

Attachment 1 – Original Lease and Previous Amendments for Law Enforcement Facility

Attachment 2 – Seventh Amendment to Law Enforcement Facility Lease

7 Review and Approve the Amendments to the County Lease for Library Facilities

Attachment 1 – Original Lease and Previous Amendments for Library Facilities

Attachment 2 – Fifth Amendment to Library Facilities Lease

8 Consider Adoption of Resolution 2026-04 Authorizing the Approval of Redwood Region Economic Development Commission’s (RREDC) Revised Joint Powers Agreement (JPA)

Attachment 1 – Draft Revised RREDC JPA

Attachment 2 – Draft Revised RREDC JPA in Track Changes

Attachment 3 – January 30, 2026 Memo from Gregg Foster, RREDC Executive Director

Attachment 4 – Resolution 2026-04

9 Consider Adoption of Fixed Asset Policy

Attachment 1 – DRAFT Fixed Asset Policy

10 Review Operational Data and Cost Savings for the Microgrid System Installed at the Wastewater Management Facility

Attachment 1 – MCSD Microgrid Operation Report Power Point Presentation

E. Continued and New Business

1 Consider Approval of FY24-25 Single Audit Report

Attachment 1 – MCSD Single Audit Report for FY24-25

2 Consider Adoption of Resolutions 2026-07, 2026-08 and 2026-09 Recognizing, Honoring, and Commending Chris Reed, Blake Stewart, and Drew Small for Milestone Years of Service

Attachment 1 – Resolution 2026-07

Attachment 2 – Resolution 2026-08

Attachment 3 – Resolution 2026-09

3 Review Information for the Draft Capital Improvement Plan for the Operational Funds: Water, Wastewater, and Streetlights, FY2026-27

Attachment 1 – FY26/27 Operations and Streetlights CIP Narrative

Attachment 2 – FY26/27 Operations CIP Scenario #1

Attachment 3 – FY26/27 Operations CIP Scenario #2

Attachment 4 – FY26/27 Streetlights CIP

4 Report of Special District Leadership Foundation (SDLF) District of Distinction Award Levels and Requirements

Attachment 1 – SDLF District of Distinction Levels Pamphlet

Attachment 2 – SDLF District of Distinction Application

Attachment 3 – SDLF District Transparency Certificate of Excellence Application

5 Consider Joining the ACWA (Association of California Water Agencies) Coalitions Supporting ACWA-Sponsored Senate Bill 1153 and/or Assembly Bill 2180

Attachment 1 – SB 1153 Text

Attachment 2 – AB 2180 Text

6 Approval of Resolution 2026-05 Directing Staff to Proceed with the Planning for the Issuance of Obligations to Finance Funding the District Office Remodel, McCluski Tank Replacement, Highway Sewer Undercrossings, Sewer Lift Station Upgrades, and other Water and Wastewater System Improvements

Attachment 1 – Resolution 2026-05

Attachment 2 – Brandis Tallman/Oppenheimer 1.5x Debt Service Pro Forma

7 Approval of Resolution 2026-06 Declaring the District’s Official Intent to Reimburse Itself with Proceeds of a Tax-Exempt Financing for Water Projects

Attachment 1 – Resolution 2026-06

F. Reports

No specific action is required on these items, but the Board may discuss any particular item as required.

1 Active Committee Reports

a. Standing Committees

1. Parks and Recreation Committee (Binder/Biteman)
2. Audit and Finance Committee (Orsini/Biteman)
3. Employee Negotiations Committee (Couch/Mayo)
4. McKinleyville Community Forest Committee (Binder/Biteman)

b. Ad-Hoc Committees

1. Cyber Security Governance Ad-Hoc Committee (Binder/Orsini)

c. Board Liasons

1. McKinleyville Area Fund (John Kulstad/Binder)
2. Redwood Region Economic Development Commission (Biteman/Mayo)
3. McKinleyville Municipal Advisory Committee (Binder/Orsini)

4. McKinleyville Senior Center (Binder/Couch)

2 Legislative and Regulatory Reports

3 Staff Reports

- a. **Finance & Administration Department (Samantha Howard)**
- b. **Operations Department (James Henry)**
- c. **Parks & Recreation Department (Kirsten Messmer)**

Attachment 1 – McKinleyville Community Forest Committee Approved Meeting Minutes from December 16, 2025

- d. **General Manager (Pat Kaspari)**

Attachment 1 – WWMF Monthly Self-Monitoring Report

4. President's Report

5. Board Member Comments, Announcements, Reports and Agenda Item Requests

G. Adjournment

Posted 5:00 p.m. on February 27, 2026

Pursuant to California Government Code Section 54957.5. this agenda and complete packet are available for public inspection upon request at the MCSD office, 1656 Sutter Road, McKinleyville. A complete packet is also available for viewing at the McKinleyville Library at 1606 Pickett Road, McKinleyville. If you would like to receive the complete packet via email, free of charge, contact the Board Secretary at (707)839-3251 to be added to the mailing list.

McKinleyville Community Services District will, on request, make agendas available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact the Board Secretary at (707) 839-3251. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements for accommodations.