



July 1, 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, June 30.

All Public Comment received before the above deadline may be provided to the Board at 9 a.m. on Wednesday, July 1 in a supplemental packet that will also be posted on the website for public viewing.

Agenda

A. Call to order

- 1 Roll Call**
- 2 Report Out of June 3, 2026 Closed Session**
- 3 Pledge of Allegiance**

4 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.

5 Approval of the Agenda

6 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 June 3, 2026

Attachment 1 – Draft Minutes from June 3, 2026

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

Attachment 1 – May 31, 2026 Treasurer’s Report

3 Compliance With State Double Check Valve (DCV) Law

4 Consider Adoption of a Notice of Exemption for the Geotechnical Borings Required for the Design of the Mad River Watermain Crossing Project

Attachment 1 – Notice of Exemption for Project

5 Consider Annual Update of Authorized Signers with County of Humboldt

Attachment 1 – County of Humboldt Authorized Signers Form

E. Continued and New Business

1 Discussion of Potential Memorial Grove Program in the McKinleyville Community Forest

Attachment 1 – McKinleyville Community Forest Memorial Grove Program Draft

Attachment 2 – McKinleyville Community Forest Fund Donor Recognition Program

2 Consider Adoption of Resolution 2026-23 Dissolving Knox Open Space Maintenance Zone #23

Attachment 1 – Resolution 2026-23

Attachment 2 – Ordinance 42

Attachment 3 – April 20, 2006 Staff Note and Resolution 2006-10

3 Biennial Review of MCSD Conflict of Interest Code

Attachment 1 – Conflict of Interest Code Revised 2024

Attachment 2 – Resolution 2026-25 with Exhibit A –MCSD Conflict of Interest Code Revised 2026

Attachment 3 – Letter from County Office of Elections Dated May 7, 2026

4 Consider Topics and Dates for Joint McKinleyville Municipal Advisory Committee (MMAC) and MCSD Board Meeting

5 Consider Adoption of Resolution 2026-24 Supporting Association of California Water Agency’s “Vision for Our Water Future” Initiative

Attachment 1 – Vision For Our Water Future Policy Framework

Attachment 2 – Resolution 2026-24

6 Distribution of Annual Board Self Evaluation

Attachment 1 – Board Self Evaluation Worksheet

7 Consider Adoption of Resolution 2026-26 Electing to Collect Delinquent Service Charges on County Tax Roll in FY2026-27; Ordering the Preparation and Filing of a Report, and Setting the Public Hearing at Azalea Hall on August 5, 2026 at 6:00 p.m.

Attachment 1 – Resolution 2026-26

Attachment 2 – MCSD Fiscal Year 2026/2027 Delinquent Service Charge Report

Attachment 3 – MCSD Notice Letter Template

8 Consider Selecting a Candidate for the California Special Districts Association (CSDA) Board of Directors for the 2026 Election for the Northern Network, Seat C Position and the Authorize General Manager to Execute the Official 2026 Election Ballot

Attachment 1 – Candidate Statements

9 Consider Appointment of Phil Heidrick to the Vacant Alternate Member Seat on the McKinleyville Community Forest Committee

Attachment 1 – Phil Heidrick Committee Application

Attachment 2 – Ben Marschke Committee Application

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 (Orsini/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 May 19, 2026

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 June 26, 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.