



KNIGHTSEN TOWN COMMUNITY SERVICES DISTRICT (KTCS D)

NOTICE AND AGENDA FOR REGULAR MEETING

Thursday, May 6, 2021, 7:00 p.m.

NOTICE Coronavirus COVID-19

In accordance with the Governor's Executive Order, and for the period in which the Order remains in effect, the Knightsen Town Community Services District (KTCS D) will hold meetings via teleconference. To accommodate the public during this period of time, KTCS D has arranged for members of the public to observe and address the meeting telephonically.

ATTEND BY ZOOM TELECONFERENCE – Select an option below:

1 669 900 9128 US (San Jose) if you have free long distance; OR, 1 888 475 4499 US Toll-free

You will be prompted to enter the following: Meeting ID: 479 409 3258; Password: 5511410.

If you have difficulty accessing the meeting call (925) 551-1410

Download Agenda Packet and Materials at our website: <https://knightsentowncsd.specialdistrict.org/>

NOTICE: Members of the public may address the Board of Directors on any item of interest that is within the subject matter jurisdiction of the Board. Remarks may be limited to 3 minutes, subject to reasonable modification by the Chairperson. When discussing each agenda item, the Board chair will open the item for public discussion. To ensure an orderly process, the Board chair will call on people one at a time to offer comments. PLEASE KEEP YOUR PHONE ON MUTE UNLESS IT IS YOUR TURN TO MAKE COMMENTS.

If you have a physical impairment that requires special accommodations to participate, please contact the Board at least 24 hours in advance at 925-551-1410.

Any writings or documents provided to the majority of the Board of Directors after distribution of the agenda packet regarding any item on the Agenda will be made available for public inspection on the **District website:** <https://knightsentowncsd.specialdistrict.org/>, or by calling 925-551-1410.

1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE
2. APPROVAL OF AGENDA
3. PUBLIC COMMENT (3 MINUTES PER SPEAKER) - At this time the public may address the District Board on subject matters pertaining to District business but NOT listed on the agenda. State law prevents the Board from discussing items that are not set forth on this meeting agenda. The Board takes your comments very seriously and, if appropriate, will follow up on them.
4. AGENCY REPORTS – REPRESENTATIVE OF THE KNIGHTSEN TOWN ADVISORY COUNCIL (KTAC)

5. CONSENT CALENDAR – Consent Calendar items are typically routine in nature and are considered for approval by the Board of Directors with one single motion. Members of the Board or audience wishing an item removed from the Consent Calendar for purpose of public comment, question or input may request so through the Board Chair.
 - A. Approve minutes of March 4, 2021 regular meeting.
6. CORRESPONDENCE
 - A. 3/5/21: Emails to/from Contra Costa County Elections Dept re: obtaining voter data files for community survey efforts.
 - B. 3/25/21: Emails from East Contra Costa Habitat Conservancy re: 3/29/21 Board Meeting packet.
 - C. 4/15/21-4/20/21: Emails to/from Francisco Associates re: parcel data file, tax information, and contract for applying parcel tax for coming fiscal year.
 - D. 4/21/21 Email from East Contra Costa Habitat Conservancy re: 4/26/21 Board Meeting packet.
 - E. 4/22/21: Email from East Contra Costa Habitat Conservancy re: small grant program funding proposal for Science and Research Grant Program.
 - F. 4/30/21: White & Brenner, LLP: Annual Statement of Economic Interest (Form 700) from legal counsel.
7. TREASURER'S REPORT
 - A. Bills Paid: Contra Costa Elections Dept \$300 for Elections Set-up Fee for Nov 2020 election; US Postal Service \$11 for book of stamps; Reimbursement to Director Matteri \$78.42 for printer toner; Reimbursement to Chair Bello-Kunkel \$114.19 for Zoom teleconference subscription (3/29/21-4/28/21); Reimbursement to Chair Bello-Kunkel \$114.19 for Zoom teleconference subscription (4/29/21-5/28/21).
 - B. Current checking account balance after bills paid: \$248,147.12.
8. CHAIRPERSON'S REPORT
 - A. Annual Statement of Economic Interest (Form 700) due.
9. ITEMS FOR ACTION AND/OR DISCUSSION
 - A. Discuss 2021/2021 Special Parcel Tax Assessment; Adopt Resolution 2021-1 setting 2021/2022 Special Parcel Tax Assessment. (AGENDA PACKET).
 - B. Discuss and approve preliminary budget for Fiscal Year 2021/2022 (AGENDA PACKET).
 - C. Continuation of discussion regarding Community Survey - Discussion led by Director Caldwell (Survey Content) & Chair Bello-Kunkel (logistics and timing). (AGENDA PACKET).
10. FUTURE AGENDA ITEMS
 - A. Public Hearing on final Fiscal Year 2021/2022 budget; Adopt final budget.
 - B. Finalize and approve Community Survey.
11. ADJOURNMENT
 - A. The next regular meeting is scheduled for: TBD