



## KNIGHTSEN TOWN COMMUNITY SERVICES DISTRICT (KTCS D)

### NOTICE AND AGENDA FOR REGULAR MEETING

Thursday, May 4, 2023, 7:00 p.m.

**Knightsen Garden Club, 3067 Knightsen Avenue, Knightsen, CA**

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. Members of the public wishing to address the Board may submit a "Speaker Card" to the Board. Individuals will be heard during the Board's consideration of the item. If the item is not listed on the agenda, the individual will be heard under the agenda item "Public Comment." The Chairperson may waive the use of Speaker Cards at his or her discretion.

If you have a physical impairment that requires special accommodation 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 the February 2, 2023, regular meeting.
6. CORRESPONDENCE
  - A. 1/30, 2/7 and 2/8/23: emails from/to Michael Meyer, California Special Districts Association (CSDA) re: 2023 renewal dues.
  - B. 1/30, 1/31 and 2/1/23: emails from/to Knightsen constituent, Kim Carone, re: item 6E on the 2/2/23 KTCS D agenda.
  - C. 2/1, 2/2, and 2/7/23: emails from/to Rosa Mena, County elections, re: election invoice;
  - D. 2/2, 2/4, 2/5, 3/5, 3/30, 4/4, 4/6 and 4/7/23 emails from/to Lou Ann Texeira, LAFCO, re: LAFCO special election of LAFCO board member.
  - E. 2/3, 2/5, 2/7, 2/9, 2/11, 2/12, 2/16, 2/19 and 2/20/23 emails to/from Lou Ann Texeira, LAFCO, regarding district

dissolution. Including 2/3/23 letter and attachments re: district application to dissolve (Letter in AGENDA PACKET).

- F. 2/6 email to Alicia Nuchols, Office of Supervisor Burgis, advising that KTCSO will no longer be sending a representative to KTAC meetings.
- G. 2/8 and 3/2/23: emails from Abigail Fateman, East Contra Costa Habitat Conservancy (ECCHC) re: opening on Public Advisory Committee.
- H. 2/13 and 2/23/23: emails from Abigail Fateman, re: notice of 2/27/23 ECCHC meeting.
- I. 2/14, 4/6, 4/28 & 4/29/23: emails to/from Alberta Liddington and Barr Everhart, re: Garden Club invoice and payment.
- J. 2/20 and 2/21/23: emails from/to Lou Ann Texeira re: updating LAFCO directory of local agencies.
- K. 2/22/23: emails from/to Eric Akeson, CSDA, re: 30<sup>th</sup> anniversary slideshow.
- L. 2/28/23: email from Chris Ryan, Streamline, re: increased subscription cost.
- M. 3/8/23: email from Mayra Hernandez, Insurica, re: insurance renewal.
- N. 3/9, 3/14, 3/15 and 3/27/23: emails from Knightsen constituent, Lori Abreu, re: flooding.
- O. 3/9/23: email from Abigail Fateman re: Science and Research Grant Program.
- P. 3/28/23: email from Abigail Fateman, re: proposed Knightsen Wetland Project Community Meeting on 3/29/23.
- Q. 3/30/23: emails to/from Abigail Fateman requesting Zoom recording of 3/29/23 proposed wetlands meeting.:
- R. 3/30/23: letter from Supervisor Diane Burgis (postmarked 4/3 and received on 4/5) re: questions from KTAC (AGENDA PACKET).
- S. 3/31, 4/2 and 4/3/23: emails to/from Lou Ann Texeira, re: LAFCO dissolution hearing.
- T. 4/6/23: emails from/to Pauline Sanguinetti, Croce, Sanguinetti and Vander Veen, re: annual government compensation report.
- U. 4/10/23: email from Michelle Lee, candidate for vacant LAFCO seat.
- V. 4/19/23: email from Knightsen constituent, Lori Abreu, re: Department of Water Resources Urban Community Drought Relief Program.
- W. 4/20/23: email from Abigail Fateman re: 4/24 ECCHC governing board meeting.
- X. 4/28/23: letter to Supervisor Diane Burgis responding to her 3/30/23 letter (AGENDA PACKET).

7. TREASURER'S REPORT

- A. Bills Paid: Contra Costa Elections Division for November 2022 election costs \$1981.88, \$522.84, & \$445.29; Contra Costa LAFCO for dissolution application fee \$5,690; Contra Costa County Clerk for CEQA Exemption filing associated with dissolution application \$50; Jarvis Fay LLP for legal services \$760 & \$152; Knightsen Garden Club for facility rental \$500;
- B. Checking account balance after above bills paid: \$182,099.64

8. CHAIRPERSON'S REPORT

- A. Update - District dissolution process.
- B. Proposed Knightsen Wetland Project Community Meeting held on March 29, 2023.
- C. Other.

9. ITEMS FOR ACTION AND/OR DISCUSSION

- A. Discuss and approve preliminary budget for Fiscal Year 2023/2024. (AGENDA PACKET).

10. FUTURE AGENDA ITEMS

- A. Approve final budget for Fiscal Year 2023/2024.

11. ADJOURNMENT

- A. The next scheduled regular meeting: TBD.