



KNIGHTSEN TOWN COMMUNITY SERVICES DISTRICT (KTCS D)

NOTICE AND AGENDA FOR REGULAR MEETING

Thursday, February 6, 2020, 7:00 p.m.

Knightsen Garden Club, 3067 Knightsen Avenue, Knightsen, CA

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." 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 January 2, 2020 regular meeting.
6. CORRESPONDENCE
 - A. 12/29/19: E-mail from Knightsen community member Rose-Marie Fisk;
 - B. 1/3/20: E-mail and letter to Mark Lindley, ESA (DISCUSS UNDER AGENDA ITEMS 8A AND 9A);
 - C. 1/6/20: Letter from Pauline Sanguinetti with financial statements and independent auditors' report for FY 2018/2019 (DISCUSS UNDER AGENDA ITEM 8B);
 - D. 1/10/20: E-mail and letter from Lou Ann Texeira, LAFCO re: Announcement of Upcoming Seat on LAFCO;
 - E. 1/13/20: Letter from State Department of Parks and Recreation re: Prop 68 grant program;
 - F. 1/13/20: E-mail from Mark Lindley, ESA (DISCUSS UNDER AGENDA ITEM 8A);
 - G. 1/15/20: Letter from Kristina Kelchner, EBRPD (DISCUSS UNDER AGENDA ITEM 8D);
 - H. 1/27/20: Letter from California Special Districts Association (CSDA) re: seat on CSDA Board of Directors;

- I. 1/27/20: Emails from Abigail Fateman, ECCCHC and Mitch Avalon, County Public Works/Flood Control re: Prop 68 grant program;
- J. 1/29/20: Letter from Mark Lindley and Christie Beeman, ESA, responding to November 8, 2019 letter from KTCSD (DISCUSS UNDER AGENDA ITEM 9A);
- K. Undated January 2020: Letter from CSDA with updated Special District Board Member Handbook.

7. TREASURER'S REPORT

- A. Bills Paid: CSDA annual membership dues, \$186; Knightsen Garden Club rent Oct 2019 – Mar 2020, \$600; Digital Deployment (Streamline) quarterly fee Jan – Mar 2020, \$75; Book Busters Bookkeeping 1099 tax form preparation, \$83.50.
- B. Current account balances (as of 1/30/20): Checking: \$27,946.58; 32-day CD: \$50,065.39; 90-day CD: \$205,302.52.
- C. Status of transfer of funds from checking account to 90 day CD.

8. CHAIRPERSON'S REPORT

- A. Status of removing references to KTCSD Draft report from documents ESA prepared for ECCCHC.
- B. Fiscal year audit 2018-2019. Audit and financial transaction reports filed with the State.
- C. 1099 forms completed and submitted to attorneys and Mark Whitlock. 1096 filed with IRS.
- D. Letter from East Bay Regional Parks District re: reimbursement and conditional license agreement.

9. OLD BUSINESS

- A. Discussion and consideration for approval Resolution 2020-1, a resolution rejecting and nullifying the Knightsen Storm Water Resources Plan, permanently sealing the Knightsen SWRP and information in the Knightsen SWRP, and terminating the agreement between KTCSD and ESA.
- B. Discussion and authorization for Chair to prepare and distribute communications to various agencies regarding the nullification of the Knightsen Storm Water Resources Plan and the termination of project planning.
- C. Discussion of and possible action on voicemail response from Abigail Fateman, ECCCHC about KTCSD's September 11, 2019 letter re: the proposed Knightsen Wetlands Project.

10. NEW BUSINESS

- A. Discussion regarding future status and activities of the Knightsen Town Community Services District.
- B. Discussion and authorization for Chair to send letter to Contra Costa County Flood Control regarding the maintenance of County drainage facilities in Knightsen.

11. FUTURE AGENDA ITEMS

- A. Presentation(s) by ESA, County Public Works (PWD), East Bay Parks (EBRPD) and/or Habitat Conservancy regarding proposed projects and project updates. (DISCUSS STATUS OF THIS ITEM).
- B. Revision and update of District By-Laws.

12. ADJOURNMENT

- A. The next regular meeting is on Thursday, March 5, 2020 at 7:00pm.