



KNIGHTSE TOWN COMMUNITY SERVICES DISTRICT (KTCS D)

NOTICE AND AGENDA FOR REGULAR MEETING

Thursday, September 2, 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 Knightesen 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://knightse towncs d.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://knightse towncs d.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 KNIGHTSE 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 July 1, 2021, regular meeting.

6. CORRESPONDENCE

- A. 6/29, 6/30, 7/1, 7/13, 7/14, 7/15, 8/20, 8/23, 8/24, 8/25, 8/26, 8/27/21: E-mails to/from Alphagraphics re: survey and survey quote;
- B. 7/6, 7/9, 7/10, 7/11, 7/12, 8/16/21: E-mails to/from Francisco Associates re: property owner file for survey distribution;
- C. 7/7, 8/11, 8/13, 8/14, 8/16, 8/19/21: E-mails to/from Elections Division re: voter file for survey distribution;
- D. 7/16/21: E-mails to/from A. Vargas re: building permit process for Knightsen;
- E. 7/22/21: E-mail and letter from S. Dutt forwarded to KTAC;
- F. 8/13/21: E-mails to/from Elections Division re: KTCSO boundary map for redistricting purposes;
- G. 8/16/21: E-mails to/from Assessor's Office re: property owner questions related to the survey;
- H. 8/18/21: Letter from Steen re: wetlands sub-group meeting on 8/26/21 (REFER TO ITEM 9B - AGENDA PACKET);
- I. 8/24/21: Letter and attachments to Abigail Fateman, East Contra Costa County Habitat Conservancy re: wetlands sub-group meetings on 8/26 and 9/1 (REFER TO ITEM 9B - AGENDA PACKET);
- J. 8/24, 8/25/21: E-mails to/from Abigail Fateman, Maureen Parks and Joanne Chiu, East Contra Costa County Habitat Conservancy re: wetlands sub-group meetings on 8/26 and 9/1;
- K. 8/25/21: E-mails to/from Campbell Ingram, Delta Conservancy, with attached 8/24 letter to Abigail Fateman (REFER TO ITEM 9B - AGENDA PACKET);
- L. 8/25/21: E-mail from Charles Gardner, Catalyst Group with attachments for 8/26 wetlands sub-group meeting (REFER TO ITEM 9B - AGENDA PACKET);
- M. 8/27/21: E-mail from Mark Lindley, ESA, regarding 8/26 wetlands sub-group meeting (REFER TO ITEM 9B - AGENDA PACKET);
- N. 8/27/21: E-mail from Sandra Maxfield, re: follow-up to 8/26 wetlands sub-group meeting (REFER TO ITEM 9B - AGENDA PACKET).
- O. 8/28/21: Email to Wetlands Project Team and 8/26 wetland sub-group meeting attendees re: Napa Register news article, "Napa County loses lawsuit over Carneros area flood gates". REFER TO ITEM 9B - AGENDA PACKET).

7. TREASURER'S REPORT

- A. Bills Paid: Streamline \$120 for annual district website hosting fee; Contra Costa County Auditor-Controller \$23.72 for LAFCO Net Cost Apportionment for fiscal 2021-2022; Croce, Sanguinetti & Vander Veen \$205 for Preparation of Local Government Compensation Report for calendar year 2020; Reimbursements to Chair Bello-Kunkel for the following: Zoom teleconference monthly subscriptions 7/29/21-8/28/21 & 8/29/21-9/28/21 \$114.99 each; Reimbursement to Chair Bello-Kunkel for Survey Monkey \$384 annual fee; and Alpha Graphics \$600 for deposit of survey mailer production.
- B. Checking account balance after above bills paid: \$246,331.14

8. CHAIRPERSON'S REPORT

- A. Lifting of Governor's Executive Order re: teleconference meetings due to Covid-19.

9. ITEMS FOR ACTION AND/OR DISCUSSION

- A. Survey update. Advertising the survey.
- B. Follow-up regarding Knightsen Wetlands sub-group meetings held on 8/26/21 and 9/1/21 (AGENDA PACKET DOCUMENTS).

10. FUTURE AGENDA ITEMS

- A. Discuss Survey results – November meeting.

11. ADJOURNMENT

- A. The next regular meeting: TBD.