



Mission statement of McKinleyville Community Services District:
"Provide McKinleyville with safe and reliable water, wastewater, lighting, open space, parks and recreation, and library services in an environmentally and fiscally responsible manner."

**NOTICE IS HEREBY GIVEN THAT A SPECIAL/REGULAR MEETING OF THE
MCKINLEYVILLE COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS
WILL BE HELD
WEDNESDAY, MARCH 6, 2019 AT 6:00pm
Azalea Hall, 1620 Pickett Road
McKinleyville, California**

AGENDA
Special Meeting 6:00 pm

A. CALL TO ORDER

A.1 Roll Call

A.2 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.*

A.3 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.

a. CONFERENCE WITH DISTRICT LABOR NEGOTIATORS
(California Government Code § 54954.5 and 54957)

Agency designated representative: Board Members John Corbett and David Couch

Unrepresented employee to whom negotiations pertain: All MCSD employees

A.4 Report out of Closed Session

AGENDA
Regular Meeting 7:00 pm

A. CALL TO ORDER

A.1 Roll Call

A.2 Pledge of Allegiance

A.3 Additions 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.

A.4 Approval of the Agenda

B. PUBLIC HEARINGS

These are items of a Quasi-Judicial or Legislative nature. Public comments relevant to these proceedings are invited.

NO PUBLIC HEARING SCHEDULED

C. PUBLIC COMMENT AND WRITTEN COMMUNICATIONS

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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.

D.1 Consider Approval of the Minutes of the Board of Directors Regular Meeting on February 6, 2019 **Pg. 6**

Attachment 1 – Draft Minutes from February 6, 2019 **Pg. 7**

D.2 Consider Approval of January 2019 Treasurer's Report **Pg. 12**

D.3 Compliance with State Double Check Valve (DCV) Law – No Violations

D.4 Consider Approval of Hiller Sports Complex Facility Use Agreement **Pg. 35**
Contracts Between MCSD and the Following Youth Sport Organizations:

Mad River Youth Soccer League; Mad River Girls Fastpitch Softball (Humboldt ASA); and McKinleyville Little League	
Attachment 1 – HSC Agreement between MCSD and Mad River Youth Soccer League	Pg. 37
Attachment 2 – HSC Agreement between MCSD and Mad River Girls Fastpitch Softball (Humboldt ASA)	Pg. 71
Attachment 3 – HSC Agreements between MCSD and McKinleyville Little League	Pg. 105
Attachment 3a – Supplemental Maintenance Agreement Between McKinleyville Little League and MCSD	Pg. 140

E. CONTINUED AND NEW BUSINESS

E.1	Review the Presentation and Accept Phase 2 of the Water and Sanitary Sewer Main Line Rehabilitation Master Plan	Pg. 151
	Attachment 1 – Phase 2 PowerPoint	Pg. 152
E.2	Solicit Public Input on Draft Strategic Goals for the District’s Strategic Plan Update	Pg. 159
	Attachment 1 – Draft Strategic Goal Public Input Forms	Pg. 160
E.3	Consider Adoption of Resolution 2019-03 Recognizing, Honoring, and Commending George Wheeler for his Service to McKinleyville and the McKinleyville Community Services District	Pg. 166
	Attachment 1 – Resolution 2019-03	Pg. 167
E.4	Consider Approval of the Senior Center Management Services and Usage Agreement and Memorandum of Understanding Between McKinleyville Community Services District and the McKinleyville Senior Center	Pg. 168
	Attachment 1 – Senior Center Management Services and Usage Agreement	Pg. 170
	Attachment 2 – Exhibit B, Schedule of Use	Pg. 182
	Attachment 3 – Memorandum of Understanding	Pg. 184
E.5	Review Information for the Draft Capital Improvement Plan for the Operational Funds: Water, Wastewater, and Streetlights, FY2019-20	Pg. 188
	Attachment 1 – Draft Capital Improvement Plan Budget for the Water, Wastewater, and Streetlights Funds	Pg. 190
	Attachment 2 – Draft Capital Improvement Plan Narrative for the Water, Wastewater, and Streetlights Funds	Pg. 192
E.6	Discuss and Consider Committee Assignments and Appointment of Committee Chairs by the Board President for the 2019 Calendar Year	Pg. 195
	Attachment 1 – 2018 Positions, Staff Member Appointments and 2018 Committee Assignments	Pg. 197
	Attachment 2 – 2019 Positions, Staff Member Appointments and Interim 2019 Committee Assignment	Pg. 198
E.7	Consider Attendance at the Association of California Water Agencies (ACWA) 2019 Spring Conference and Exhibition in Monterey, CA	Pg. 199

May 7-10, 2019		
	Attachment 1 – Preliminary Agenda	Pg. 200
	Attachment 2 – Pricing Reference Sheet	Pg. 201
	Attachment 3 – Registration Terms & Conditions	Pg. 202
E.8	Consider Approval of Professional Services Agreement with GHD Inc. to Assist in the Implementation the Wastewater System Efficiency and Renewable Energy Microgrid Project	Pg. 203
	Attachment – Professional Services Agreement	Pg. 205
E.9	Consider Approval of Resolution 2019-04 Authorizing the Acceptance and Recordation of a Quitclaim Deed for Real Property Located in McKinleyville, CA (APN 508-401-066)	Pg. 216
	Attachment 1 – County Resolution to Transfer Property to MCSD	Pg. 218
	Attachment 2 – Resolution 2019-04	Pg. 223
E.10	Consider Approval of Resolution 2019-05 Concurring in Nomination of J. Bruce Rupp of Humboldt Bay Municipal Water District (HBMWD) to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA)	Pg. 243
	Attachment 1 – Request for Support Letter, Sample Resolution and Candidate Statement from HBMWD	Pg. 245
	Attachment 2 – Resolution 2019-05	Pg. 248
E.11	Consider Removal of Recreation Advisory Committee Members, Addison O’Hanan and Kevin Collins	Pg. 249
E.12	Consider Attendance at the CSDA Special District Leadership Academy (SDLA) in San Diego, April 7-10, 2019 or Napa, July 7-10, 2019	Pg. 250
	Attachment 1 – SDLA 2019 Schedule of Events	Pg. 252

F. REPORTS

No specific action is required on these items, but the Board may discuss any particular item as required.

F.1 ACTIVE COMMITTEE REPORTS

- a. Recreation Advisory Committee (Couch)
- b. Area Fund (John Kulstad/Burke)
- c. Redwood Region Economic Development Commission (Mayo/Corbett)
- d. McKinleyville Senior Center Advisory Council (Burke)
 - Board Liaison (Burke)
 - Executive Committee Liaison (Burke)
- e. Audit (Corbett/Couch)
- f. Employee Negotiations (Couch/Corbett)
- g. Water Task Force (Burke)
- h. AdHoc No Drugs & Toxics Down the Drain (Burke)
- i. McKinleyville Municipal Advisory Committee (Corbett/Mayo)
- j. Cornerstone Committee (Couch)
- k. Groundwater Sustainability Committee (Corbett, Burke)
- l. Humboldt Local Agency Formation Commission (Couch)

- F.2 STAFF REPORTS
- a. Support Services Department (Colleen M.R. Trask) **Pg. 259**
 - b. Operations Department (James Henry) **Pg. 261**
 - c. Parks & Recreation Department (Lesley Frisbee) **Pg. 266**
Attachment 1 – RAC Meeting Notes 2-21-19 **Pg. 268**
 - d. General Manager (Greg Orsini) **Pg. 270**
Attachment 1 – WWMF Monthly Self Monitoring Report **Pg. 273**
- F.3 PRESIDENT’S REPORT
- F.4 BOARD MEMBER COMMENTS, ANNOUNCEMENTS, REPORTS AND AGENDA ITEMS REQUESTS

G. ADJOURNMENT

Posted 5:00 pm on March 1, 2019

Pursuant to California Government Code Section 54957.5. this agenda and complete Board packet are available for public inspection on the web at McKinleyvillecsd.com/minutes or 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.