



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 MEETING OF THE
MCKINLEYVILLE COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS
WILL BE HELD TUESDAY, November 6, 2018 at 8:30 am – 12:30 pm
McKinleyville Teen Center, 1705 Gwin Road
McKinleyville, California**

AGENDA

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.

B. 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.*

C. PARKS & RECREATION BUDGET AND SUSTAINABILITY BOARD WORKSHOP

D. ADJOURNMENT

Posted 5:00 pm on November 1, 2018

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.

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**NOTICE IS HEREBY GIVEN THAT A SPECIAL/REGULAR MEETING OF THE
MCKINLEYVILLE COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS
WILL BE HELD**

WEDNESDAY, NOVEMBER 7, 2018

Special Meeting 6:00 pm

Regular Meeting 7:00 pm

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

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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 REAL PROPERTY NEGOTIATORS (Gov. Code 54956.8)

Agency Negotiators: Greg Orsini, General Manager, Russell Gans, Legal Counsel
Parties with Whom Negotiating: Dolores Pialorsi, Trustee

Property: Humboldt County Assessor Parcel Nos. 506-341-017, 508-031-001, 508-081-034, 508-091-003 and 508-091-037, located at/near Fischer Road,

McKinleyville, Humboldt County, CA

Under Negotiation: Purchase Agreement

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

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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.

- B.1 Conduct Public Protest Hearing, Tally All Protest Ballots in Compliance with the Proposition 218 Process and Approve Resolution 2018-23 and 2018-24 for Water and Sewer Rate Adjustments **Pg. 5**
- Attachment 1 – PowerPoint Presentation **Pg. 8**
- Attachment 2 – Resolution 2018-23 Water Rate Adjustment **Pg. 16**
- Attachment 3 – Resolution 2018-24 Wastewater Rate Adjustment **Pg. 19**

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 Special Meeting on October 2, 2018 and Regular Meeting on October 3, 2018 **Pg. 22**
- Attachment 1 – Draft Minutes from October 2, 2018 **Pg. 23**
- Attachment 2 – Draft Minutes from October 3, 2018 **Pg. 25**
- D.2 Consider Approval of September 2018 Treasurer’s Report **Pg. 30**
- D.3 Compliance with State Double Check Valve (DCV) Law – Violations **Pg. 51**

E. CONTINUED AND NEW BUSINESS

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|-----|---|----------------|
| E.1 | Consider Adoption of Resolution 2017-03 Recognizing, Honoring and Commending James Henry for Twenty (20) Years of Service | Pg. 52 |
| | Attachment 1 – Resolution 2018-25 | Pg. 54 |
| E.2 | Emergency Generator Replacement Project – Bid Award Recommendation | Pg. 55 |
| | Attachment 1 – GHD Generator Quote Recommendation Memo | Pg. 57 |
| | Attachment 2 – Day’s Generator Service, Inc. Bid Packet | Pg. 58 |
| | Attachment 3 – Bid Results Summary | Pg. 73 |
| | Attachment 4 – MCSD and Day’s Generator Service, Inc. Contract | Pg. 74 |
| | Attachment 5 – Budget and Scope Update | Pg. 262 |
| E.3 | Review of the DRAFT Parks & Recreation Master Plan | Pg. 264 |
| | Attachment 1 – DRAFT Parks & Recreation Master Plan | Pg. 265 |
| E.4 | Consider Approval of ACE Collaborative Partnership Agreement Between County of Humboldt and McKinleyville Community Services District | Pg. 295 |
| | Attachment 1 – ACE Collaborative Partnership Agreement | Pg. 297 |
| | Attachment 2 – Project Description Narrative | Pg. 313 |
| E.5 | Review the Strategic Plan Project Matrix for FY 2018-19 | Pg. 314 |
| | Attachment 1 – Strategic Plan Project Matrix 2018-22 | Pg. 315 |
| E.6 | Select Strategic Goals to be Considered in Public Input Process for the Strategic Plan 5 Year Update | Pg. 320 |
| | Attachment 1 – Complete List of Potential Strategic Goals | Pg. 322 |
| | Attachment 2 – Feasibility Window | Pg. 325 |

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 (Wheeler/Couch)
- b. Area Fund (John Kulstad/Burke)
- c. Redwood Region Economic Development Commission (Mayo/Corbett)
- d. McKinleyville Senior Center Advisory Council (Burke, Wheeler)
 - Board Liaison (Wheeler)
 - Executive Committee Liaison (Burke)
- e. Audit (Corbett/Couch)
- f. Employee Negotiations (Couch/Corbett)
- g. Water Task Force (Wheeler/Burke)
- h. AdHoc No Drugs & Toxics Down the Drain (Wheeler/Burke)
- i. McKinleyville Municipal Advisory Committee (Corbett/Mayo)
- j. Cornerstone Committee (Couch/Wheeler)
- 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. 326**
 - b. Operations Department (James Henry) **Pg. 328**
 - c. Parks & Recreation Department (Lesley Frisbee) **Pg. 333**
 - d. General Manager (Greg Orsini) **Pg. 335**
Attachment 1 – WWMF Monthly Self Monitoring Report **Pg. 338**
- F.3 PRESIDENT’S REPORT
- F.4 BOARD MEMBER COMMENTS, ANNOUNCEMENTS, REPORTS AND AGENDA ITEMS REQUESTS

G. ADJOURNMENT

Posted 5:00 pm on November 2, 2018

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