



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 REGULAR MEETING OF THE
MCKINLEYVILLE COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS
WILL BE HELD**

**WEDNESDAY, APRIL 5, 2017
Special Meeting: 6:30 p.m.
Regular Meeting: 7:00 p.m.
Azalea Hall, 1620 Pickett Road
McKinleyville, California**

AGENDA
Special Meeting 6:30 p.m.

A. CALL TO ORDER

- A.1 Introduce March 14, 2017, Election Results, Administer Oath of Office to **Pg. 6**
Newly Elected Director and Adopt Resolution 2017-09, Accepting Election
Results and Seating Newly Elected Director
Attachment 1 – Resolution 2017-09 with Exhibit "A" the Certificate **Pg. 7**
of Results of Canvass and Statement of Votes Cast

A.2 Roll Call

**A CLOSED SESSION IS SCHEDULED FOR 6:30 P.M. TO BE FOLLOWED BY THE
REGULARLY SCHEDULED MEETING AT 7:00 P.M. (APPROXIMATE TIME).**

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. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (California Government Code § 54954.5 and 54957) Title: General Manager—Gregory Orsini

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.

B.1 Conduct Public Hearing for the Annual Levy of Assessments (Fiscal Year 2017/2018) for the Measure B Maintenance Assessment District – Renewal for Parks, Open Space, and Recreational Facilities. Consider Adopting Resolution 2017-10; Approving the Annual Engineer's Report; Fiscal Year 2017/2018; McKinleyville Community Services District; Measure B Maintenance Assessment District (Renewal for Parks, Open Space, and Recreational Facilities), Including the Assessment Diagram Connected Therewith **Pg. 10**

Consider Adopting Resolution 2017-11; Ordering the Levy and Collection of Assessments within the Measure B Maintenance Assessment District (Renewal for Parks, Open Space, and Recreational Facilities) for FY 2017/2018

Attachment 1 – Resolution 2017-10

Pg. 13

Attachment 2 – Resolution 2017-11

Pg. 15

Attachment 3 – Annual Engineer's Report Fiscal Year 2017/18

Pg. 17

Attachment 4 – PSA for Notice of Hearing

Pg. 48

C. 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.*

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 of March 1, 2017 **Pg. 50**
Attachment 1 – Draft Minutes from March 1, 2017 **Pg. 51**
- D.2 Consider Approval of February 2017 Treasurer's Report **Pg. 56**
- D.3 Compliance with State Double Check Valve (DCV) Law – No Violations

E. CONTINUED AND NEW BUSINESS

- E.1 Consider Approval of Humboldt Bay Municipal Water District's (HBMWD) Contract for Supply of Water **Pg. 79**
Attachment 1 – HBMWD's Ordinance 16 Amended 2017 **Pg. 81**
Attachment 2 – Draft McKinleyville Contract for Supply of Municipal Water **Pg. 97**
- E.2 Presentation from American Red Cross Regarding the Emergency Shelter Drill on April 28-29, 2017 at Azalea Hall **Pg. 105**
- E.3 Consider Approval of Boys & Girls Club of the Redwoods, McKinleyville Teen Club Request to Install a Public Yarn Storm Installation at Pierson Park May 31-June 4, 2017 **Pg. 106**
Attachment 1 – 2017 Pierson Park Yarn Installation Presentation **Pg. 107**
- E.4 Humboldt Skate Park Collective (HSPC) Presentation of Plan Proposal for the Development of a Skate Park in McKinleyville **Pg. 110**
- E.5 Reassessment or Dissolution of Camino Way Open Space Maintenance Zone (OSMZ) #16 **Pg. 112**
Attachment 1 – Camino Way Verification from County **Pg. 116**
Attachment 2 – Camino Landscaping Map Square Footage **Pg. 117**
Attachment 3 – Pictures of Current Landscaping Conditions **Pg. 118**
Attachment 4 – Camino Way OSMZ File 2004 **Pg. 119**
- E.6 Appoint Alternate Members of the Recreation Advisory Committee or Elect to Advertise Vacancies and Accept Applications to Fill the Vacant Regular Member Seats **Pg. 120**
Attachment 1 – Greg Moss Resignation Notice **Pg. 121**
- E.7 Letter to the Board of Directors of the Boys & Girls Club of the Redwoods **Pg. 122**
Attachment 1 – Letter to the BGCR Board of Directors **Pg. 123**

E.8	Consider Attendance at the 2017 Special District Legislative Days in Sacramento, May 16-17, 2017	Pg. 124
	Attachment 1 – 2017 Special District Legislative Days Brochure	Pg. 126
E.9	Review Parks & General Fund Draft Operating Budget, FY2017-18	Pg. 128
	Attachment 1 – FY 2017-18 Draft Operating Budget for the Parks/General Fund and Measure B Fund	Pg. 129
E.10	Consider Approval or Modification of the Senior Center Management Services and Usage Agreement	Pg. 130
	Attachment 1 – Senior Center Management Services and Usage Agreement	Pg. 132
E.11	Initiate Process for General Manager's Performance Evaluation	Pg. 143
	Attachment 1 – Exhibit A of Board Policy Manual	Pg. 145
	Attachment 2 – Board of Director's Evaluation Form GM	Pg. 146
	Attachment 3 – Department Head 360 Performance Evaluation of GM	Pg. 148
E.12	Revisit Committee Assignments and Appointment of Committee Chairs by the Board President for the Remainder of the 2017 Calendar Year	Pg. 151
	Attachment 1 – Current Positions, Staff Member Appointments and Committee Assignments	Pg. 153
E.13	Consider Support for AB 968 and AB 1654 Urban Water Management Planning and Approve Board President and General Manager to Sign Letter of Support	Pg. 154
	Attachment 1 – Proposed Changes to the Urban Water Management Plan Act	Pg. 156
	Attachment 2 – Proposed Long-Term Water Use Efficiency Legislation	Pg. 158
	Attachment 3 – AB 968 and AB 1654 Background	Pg. 159
	Attachment 4 – Letter of Support	Pg. 169

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)
- c. Redwood Region Economic Development Commission (Mayo/Wheeler)
- d. McKinleyville Senior Center Advisory Committee (Wheeler, Mayo)
- e. Audit (Corbett/Couch)
- f. Employee Negotiations (Couch/Corbett)
- g. Water Task Force (Wheeler/Corbett)
- h. AdHoc No Drugs & Toxics Down the Drain (Wheeler/Couch)
- i. McKinleyville Municipal Advisory Committee (Corbett/Wheeler)
- j. Cornerstone Committee (Couch)
- k. Groundwater Sustainability Committee (Corbett, Mayo)

F.2 STAFF REPORTS

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|---|---------|
| a. Support Services Department (Colleen M.R. Trask) | Pg. 186 |
| b. Operations Department (James Henry) | Pg. 188 |
| c. Parks & Recreation Department (Lesley Frisbee) | Pg. 193 |
| Attachment 1 – RAC Meeting Notes 3-23-17 | Pg. 196 |
| d. General Manager (Greg Orsini) | Pg. 197 |
| Attachment 1 – WWMF Monthly Self Monitoring Report | Pg. 200 |

F.3 PRESIDENT'S REPORT

F.4 BOARD MEMBER COMMENTS, ANNOUNCEMENTS, REPORTS AND AGENDA ITEMS REQUESTS

G. ADJOURNMENT

Posted 5:00 pm on March 31, 2017

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.