



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, FEBRUARY 1, 2017 AT 7:00pm
Azalea Hall, 1620 Pickett 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.

A.4 Approval of the Agenda

A.5 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.

NO CLOSED SESSION SCHEDULED

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

*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 January 4, 2017 | Pg. 5 |
| | Attachment 1 – Draft Minutes from January 4, 2017 | Pg. 6 |
| D.2 | Consider Approval of December 2016 Treasurer's Report | Pg. 10 |
| D.3 | Compliance with State Double Check Valve (DCV) Law – Violations | Pg. 33 |
| D.4 | Consider Approval of Recreation Program Fees for 2017 Kids Camp Summer Day Camp and Summer Youth Basketball Programs | Pg. 34 |
| | Attachment 1 – Proposed Program Fee Schedule for Kids' Camp Summer Day Camp and Summer Youth Basketball Programs | Pg. 35 |

E. CONTINUED AND NEW BUSINESS

- | | | |
|-----|--|---------------|
| E.1 | Pettlon/Professional Property Management Variance Request Regarding Leak Adjustment Policy | Pg. 36 |
| | Attachment 1 – John Pettlon Variance Application, Original Leak Adjustment Request, and Original Leak Adjustment Calculation | Pg. 38 |
| | Attachment 2 – Calculated Four-Month Leak Adjustment | Pg. 43 |
| | Attachment 3 – Resolution 2011-10 Water Leak Adjustment Policy | Pg. 48 |
| E.2 | Consider Adoption of Resolution 2017-03 Recognizing, Honoring and Commending David Baldosser for Twenty (20) Years of Service | Pg. 49 |
| | Attachment 1 – Resolution 2017-03 | Pg. 50 |
| E.3 | Consider Attendance to Association of California Water Agencies (ACWA) 2017 Legislative Symposium in Sacramento, CA on March 8, 2017 | Pg. 51 |
| | Attachment 1 – Pricing Reference Sheet | Pg. 52 |
| | Attachment 2 – Registration Terms & Conditions | Pg. 53 |
| E.4 | Review Information for the Draft Capital Improvement Plan for the Parks & General Fund, FY2017-18 | Pg. 54 |
| | Attachment 1 – Draft Capital Improvement Plan for the Fiscal Years ending June 30, 2018 – 2027 for the Parks and General Fund | Pg. 55 |
| | Attachment 2 – Draft Capital Improvement Plan Narrative for Fiscal Year 2017-18 | Pg. 59 |

E.5	Consider Approval of the Strategic Plan 2017-2021 with Requested Modifications	Pg. 61
	Attachment 1 – Strategic Plan 2017-2021 Final	Pg. 62
E.6	Consider Approval of Memorandum of Understanding (MOU) Between McKinleyville Community Services District (MCSD) and the McKinleyville Chamber of Commerce (Chamber) for Beautification and Decoration within the County Right of Way Along Central Avenue in McKinleyville, CA	Pg. 103
	Attachment 1 – Proposal by the McKinleyville Chamber	Pg. 105
	Attachment 2 – Bracket Specifications	Pg. 107
	Attachment 3 – MOU MCSD and Chamber	Pg. 108

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

- a. Support Services Department (Colleen M.R. Trask) **Pg. 112**
- b. Operations Department (James Henry) **Pg. 114**
- c. Parks & Recreation Department (Lesley Frisbee) **Pg. 119**
 - Attachment 1 – RAC Meeting Notes 1-19-17 **Pg. 122**
- d. General Manager (Greg Orsini) **Pg. 124**
 - Attachment 1 – WWMF Monthly Self Monitoring Report **Pg. 127**

F.3 PRESIDENT'S REPORT

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

G. ADJOURNMENT

Posted 5:00 pm on January 27, 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.