



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 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 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 LEGAL COUNSEL—ANTICIPATED LITIGATION.

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9 and initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: 1 potential case (Breach of Contract, Auburn Constructors, Inc., McKinleyville Community Services District Wastewater Management Facility Improvements Contract)

A.3 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

*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.

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| D.1 | Consider Approval of the Minutes of the Board of Directors Regular Meeting on January 3, 2018 | Pg. 6 |
| | Attachment 1 – Draft Minutes from January 3, 2018 | Pg. 7 |
| D.2 | Consider Approval of December 2017 Treasurer’s Report | Pg. 12 |
| D.3 | Compliance with State Double Check Valve (DCV) Law – Violations | Pg. 34 |
| D.4 | Consider Approval of Recreation Program Fees for 2018 Kids’ Camp Summer Day Camp, Summer Youth Basketball Programs and Party Program | Pg. 35 |
| D.5 | Consider Approval Amendment to Lease at McKinleyville Law Enforcement Facility at 1608 Pickett Rd. | Pg. 37 |
| | Attachment 1—First Amendment to Lease at 1608 Pickett Rd. | Pg. 39 |
| | Attachment 2—LEF Executed Lease of 2015 | Pg. 41 |
| D.6 | Consider Approval and Authorization for Board President to Sign and Execute the Lease Extension Agreement for Fischer Ranch | Pg. 60 |
| | Attachment 1 – Request for Lease Extension by Marvin Peachy | Pg. 62 |
| | Attachment 2 – Third Lease Extension Agreement | Pg. 63 |

Attachment 3 – Second Lease Extension Agreement	Pg. 66
Attachment 4 – Original Lease Agreement	Pg. 69

E. CONTINUED AND NEW BUSINESS

E.1	Murison Request for Water Leak Adjustment Policy Variance	Pg. 94
	Attachment 1 – Murison Variance Correspondence	Pg. 96
	Attachment 2 – Murison Variance Calculation	Pg. 103
	Attachment 3 – Murison Variance Usage/History	Pg. 104
E.2	Humboldt County’s Department of Health and Human Services (DHHS) Pedestrian and Bicycle Safety Program Presentation	Pg. 108
	Attachment 1 – PowerPoint Presentation	Pg. 110
	Attachment 2 – Media Campaign	Pg. 114
E.3	Review and Discuss Succession Plan and Emergency General Manager Transition Presentation	Pg. 115
	Attachment 1 – PowerPoint Presentation	Pg. 117
	Attachment 2 – General Manager Transition Timeline	Pg. 126
	Attachment 3 – Draft Emergency Succession Plan Policy General Manager	Pg. 127
E.4	Consider Creating a Smoke Free Parks Ordinance for McKinleyville Community Services District Operated Parks	Pg. 132
E.5	Review Information for the Draft Capital Improvement Plan for the Parks & General Fund, FY2018-19	Pg. 133
	Attachment 1 – Draft Capital Improvement Plan for the Fiscal Years ending June 30, 2019 – 2028 for the Parks and General Fund	Pg. 134
	Attachment 2 – Draft Capital Improvement Plan Narrative for Fiscal Year 2018-19	Pg. 138
E.6	Consider Attendance to Association of California Water Agencies (ACWA) 2018 Legislative Symposium in Sacramento, CA on March 14, 2018	Pg. 140
	Attachment 1 – Event Pricing & Hotel Information	Pg. 141
	Attachment 2 – Registration Terms & Conditions	Pg. 142
	Attachment 3 – Agenda	Pg. 143
E.7	Consider Authorization for General Manager to Issue Appropriate Correspondence Opposing SB 623, AB 1668 and SB 606 and Supporting AB 968 and AB 1654	Pg. 145
E.8	Consider Adopting Resolution 2018-04 and 2018-05 for Initiating Street Light Zones #100 and #101	Pg. 147
	Attachment 1 – Resolution of Initiation 2018 - 04 for SLZ #100 Exhibit A	Pg. 149
	Attachment 2 – Resolution of Initiation 2018 - 05 for SLZ #101 Exhibit A	Pg. 155

	Attachment 3 – SLZ #100 Engineers Report w/ Exhibit A and B	Pg. 161
	Attachment 4 – SLZ #101 Engineers Report w/ Exhibit A and B	Pg. 165
E.9	Consider Approval of the Hiller Sports Complex Use Agreement and Maintenance Agreement between McKinleyville Little League and McKinleyville Community Services District	Pg. 169
	Attachment 1 – HSC Field Use Agreement McKinleyville Little League 2018	Pg. 171
	Attachment 2—Supplemental Maintenance Agreement HSC McKinleyville Little League 2018	Pg. 207
E.10	Quimby Fund Review	Pg. 215
	Attachment 1 – Quimby 101	Pg. 217
	Attachment 2 – County of Humboldt Board of Supervisors Public Hearing Documents for the Consideration of a Parkland Dedication Ordinance for the McKinleyville Community Planning Area, December 19, 1995	Pg. 222
	Attachment 3 – County of Humboldt Board of Supervisors June 18, 1996 Meeting Documents for the Agreement for Allocation of Quimby Act Fees	Pg. 239
E.11	Review Information Regarding the Glendale Zoning Change and Special Permit and Provide Direction	Pg. 245
	Attachment 1 – Vicinity Map	Pg. 247
	Attachment 2 – Harrison et al Letter	Pg. 248
	Attachment 3 – County Planning Commission Decision	Pg. 251
	Attachment 4 – HBMWD Appeal Letter	Pg. 258
	Attachment 5 – MCMP Letter to HBMWD	Pg. 272
	Attachment 6 – MCMP Operations Plan (Revised)	Pg. 276

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/Wheeler)
- b. Area Fund (John Kulstad/Burke)
- c. Redwood Region Economic Development Commission (Mayo/Corbett)
- d. McKinleyville Senior Center Advisory Committee (Burke, Wheeler)
 - Board Liaison (Burke)
 - Executive Committee Liaison (Wheeler)
- 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)

F.2 STAFF REPORTS

a. Support Services Department (Colleen M.R. Trask)	Pg. 295
b. Operations Department (James Henry)	Pg. 297
c. Parks & Recreation Department (Lesley Frisbee)	Pg. 302
Attachment 1 – January 18, 2018 RAC Meeting Notes	Pg. 304
Attachment 2 – 2018 Spring-Summer Newsletter and Activity Guide	Pg. 306
d. General Manager (Greg Orsini)	Pg. 322
Attachment 1 – WWMF Monthly Self Monitoring Report	Pg. 325

F.3 PRESIDENT’S REPORT

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

G. ADJOURNMENT

Posted 5:00 pm on February 2, 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.

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.