



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, JUNE 1, 2016 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 HEARINGS 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 from the Board of Directors Regular Meeting on May 4, 2016 **Pg. 5**
Attachment 1 – Draft Minutes from May 4, 2016 **Pg. 6**
- D.2 Consider approval of April 2016 Treasurer's Report **Pg. 12**
- D.3 Compliance with State Double Check Valves (DCV) Law – Violations **Pg. 34**
- D.4 Consider approval of 2016 Summer-Fall Recreation Activity Guide and Recreation Program Fees **Pg. 35**
Attachment 1 – 2016 Summer-Fall Recreation Activity Guide **Pg. 36**
- D.5 Consider approval of the 2015 Consumer Confidence Report (CCR) **Pg. 44**
Attachment 1 – Consumer Confidence Report **Pg. 46**

E. CONTINUED AND NEW BUSINESS

- E.1 Consider approval of a conflict waiver consenting to Mitchell, Brisso, Delaney & Vrieze, LLP's concurrent representation of McKinleyville Community Services District (MCSD) and Green Diamond Resource Company in connection with a real property transaction involving a dedication of certain forest lands to MCSD by and through the Trust for Public Land **Pg. 54**
Attachment 1 – MCSD-GDRC Conflict Waiver **Pg. 56**
- E.2 Consider appointment of applicant John Calkins for vacant position on the Recreation Advisory Committee **Pg. 62**
Attachment 1 – Letter of Interest (John Calkins) **Pg. 64**
- E.3 Consider Authorization for Director Corbett to attend the Annual California Water Law & Policy Mandatory Continued Legal Education (MCLE) Conference in San Francisco June 13-14, 2016 **Pg. 65**
Attachment 1 – Conference Brochure & Schedule **Pg. 67**
- E.4 Consider adoption of the use of the Special District Leadership Foundation (SDLF) High Performing District checklist for use in the areas of Finance and Human Resources **Pg. 71**
Attachment 1 – SDLF Checklist and MCSD's performance and responsibilities in specified areas **Pg. 73**
Attachment 2 – Checklist resources for categories with deficiencies **Pg. 79**

E.5	Consider Approval of FY2016-17 Proposed Budget and Appropriations Limit	Pg. 80
	Attachment 1 – Budget for FY2016-17	Pg. 81
	Attachment 2 – Resolution 2016-13	Pg. 125
E.6	Consider approval of the Memorandum of Understanding (MOU) for Central Avenue Right of Way Landscape Maintenance with Humboldt County Department of Public Works (DPW)	Pg. 125
	Attachment 1 – Central Avenue Memorandum of Understanding	Pg. 127
E.7	Land Transfer Agreement with Humboldt County for North Bank Road Park Property APN 507-141-021	Pg. 132
	Attachment 1 – Transfer Agreement between MCSD and County of Humboldt	Pg. 134
	Attachment 2 – Map designating parcel APN 507-141-021	Pg. 151
E.8	Presentation by Mitch Weiss, Deputy Director, California Transportation Commission regarding the California Road Charge Pilot Program	Pg. 152
	Attachment 1 – California Road Charge Brochure	Pg. 153
E.9	Consider Adoption of Resolution 2016-12 amending the Rules and Regulations Rule 45.03.b Facility Use Fees and 45.03.c Event Service Fees	Pg. 157
	Attachment 1 – Resolution 2016-12	Pg. 160

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

F.2 STAFF REPORTS

- | | |
|---|----------------|
| a. Support Services Department (Colleen M.R. Trask) | Pg. 163 |
| b. Operations Department (James Henry) | Pg. 164 |
| c. Parks & Recreation Department (Lesley Frisbee) | Pg. 169 |
| Attachment 1 – RAC Meeting Notes 5-19-16 | Pg. 172 |
| d. General Manager (Greg Orsini) | Pg. 175 |
| Attachment 1 – WWMF Monthly Self-Monitoring Report | Pg. 177 |

F.3 PRESIDENT'S REPORT

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

G. ADJOURNMENT

Posted 5:00 pm on May 27, 2016

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.