



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, MARCH 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.

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| D.1 | Consider Approval of the Minutes of the Board of Directors Regular Meeting of February 1, 2017 | Pg. 6 |
| | Attachment 1 – Draft Minutes from February 1, 2017 | Pg. 7 |
| D.2 | Consider Approval of January 2017 Treasurer's Report | Pg. 10 |
| D.3 | Compliance with State Double Check Valve (DCV) Law – No Violations | |
| D.4 | Consider Approval of Hiller Sports Complex Facility Use Agreement Contract with McKinleyville Little League | Pg. 33 |
| | Attachment 1 – HSC Use Agreement with McKinleyville Little League | Pg. 34 |
| D.5 | Consider Approval of Hiller Sports Complex Facility Use Agreement Contract with Humboldt Amateur Softball Association (ASA) | Pg. 69 |
| | Attachment 1 – HSC Use Agreement with Humboldt ASA | Pg. 70 |
| D.6 | Consider Approval of Hiller Sports Complex Facility Use Agreement Contract with Mad River Youth Soccer League (MRYSL) | Pg. 105 |
| | Attachment 1 – HSC Use Agreement with MRYSL | Pg. 106 |

E. CONTINUED AND NEW BUSINESS

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|-----|--|----------------|
| E.1 | Pettlon/Professional Property Management Variance Request Regarding Leak Adjustment Policy | Pg. 141 |
| | Attachment 1 – John Pettlon Variance Application, Original Leak Adjustment Request, and Original Leak Adjustment Calculation | Pg. 143 |
| | Attachment 2 – Calculated Four-Month Leak Adjustment | Pg. 148 |
| | Attachment 3 – Resolution 2011-10 Water Leak Adjustment Policy | Pg. 153 |
| E.2 | J. Bradley/Thunderbird Mobile Estates Variance Request Regarding Leak Adjustment Policy | Pg. 154 |
| | Attachment 1 – John Bradley Variance Application | Pg. 156 |
| | Attachment 2 – Calculated Leak-Adjustment per Customer Request | Pg. 163 |
| | Attachment 3 – Calculated Leak-Adjustment per MCSD Policy | Pg. 164 |

E.3	Adopt Resolutions 2017-04 & 2017-05 Initiating Proceedings for the Measure B Maintenance Assessment District -- Renewal for Parks, Open Space, and Recreational Facilities Annual Levy and Collection of Assessments for Fiscal Year 2017/2018; Declaring Intention to Levy and Collect the Fiscal Year 2017/2018 Annual Assessments for the Measure B Maintenance Assessment District -- Renewal for Parks, Open Space, and Recreational Facilities, Accepting and Approving the Draft Engineer's Report and Setting the Public Hearing	Pg. 165
	Attachment 1 – Resolution 2017-04	Pg. 167
	Attachment 2 – Resolution 2017-05	Pg. 169
	Attachment 3 – Draft Annual Engineer's Report for Fiscal Year 2017/18	Pg. 171
E.4	Review Information for the Draft Capital Improvement Plan for the Operational Funds: Water, Wastewater, and Streetlights, FY2017-18	Pg. 202
	Attachment 1 – Draft Capital Improvement Plan Budget for the Water, Wastewater, and Streetlights Funds	Pg. 204
	Attachment 2 – Draft Capital Improvement Plan Narrative for the Water, Wastewater, and Streetlights Funds	Pg. 207
E.5	Review Information Provided Regarding Intent of the Humboldt Skate Park Collective to Request a Right of Entry Agreement for the Development of a Skate Park in McKinleyville	Pg. 210
	Attachment 1 – DRAFT Right of Entry Agreement between HSPC and MCSD	Pg. 212
E.6	Consider Approval of Professional Services Agreement for GHD to Perform Services Related to Phase 1 of the Water and Sewer Mainline Rehabilitation Master Plan and Authorize General Manager to Execute Contract	Pg. 215
	Attachment 1 – Professional Services Agreement	Pg. 217
E.7	Review Information Provided Related to CalPERS Discount Rate Change in Effect Fiscal Year 2018/19	Pg. 244
	Attachment 1 – CalPERS Discount Rate Change Letter	Pg. 247
E.8	Consider Attendance at the Association of California Water Agencies (ACWA) 2017 Spring Conference and Exhibition in Monterey, May 9-12, 2017	Pg. 250
	Attachment 1 – Preliminary Agenda	Pg. 251
	Attachment 2 – Pricing Reference Sheet	Pg. 252
	Attachment 3 – Registration Terms & Conditions	Pg. 253
E.9	Consider Approval of Resolution 2017-06 Concurring in Nomination of Kathleen J. Tiegs of Cucamonga Valley Water District and/or Resolution 2017-07 Concurring in Nomination of Melody A. McDonald of San Bernardino Valley Water Conservation District to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA)	Pg. 254
	Attachment 1 – Request for Support Letter, Sample Resolution and Candidate Statement from Cucamonga Valley	Pg. 256

	Attachment 2 – Resolution 2017-06 Kathleen Tieks	Pg. 259
	Attachment 3 – Request for Support Letter, Sample Resolution and Candidate Statement from San Bernardino Valley	Pg. 260
	Attachment 4 – Resolution 2017-07 Melody McDonald	Pg. 264
E.10	Review Information Provided by the Special District Risk Management Authority (SDRMA) Pertaining to Nominations for the SDRMA Board of Directors	Pg. 265
	Attachment 1 – SDRMA Notification of Nominations Letter	Pg. 266
E.11	Consider Approval of Resolution 2017-08 to Reschedule Election of Governing Board Members in Compliance with Senate Bill 415 to Consolidate with Statewide Election Dates	Pg. 284
	Attachment 1 – Senate Bill 415	Pg. 286
	Attachment 2 – Current Terms vs. Rescheduled Terms	Pg. 288
	Attachment 3 – Resolution 2017-08	Pg. 289

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. 291**
- b. Operations Department (James Henry) **Pg. 293**
- c. Parks & Recreation Department (Lesley Frisbee) **Pg. 298**
 - Attachment 1 – RAC Meeting Notes 2-16-17 **Pg. 301**
- d. General Manager (Greg Orsini) **Pg. 304**
 - Attachment 1 – WWMF Monthly Self Monitoring Report **Pg. 307**

F.3 PRESIDENT'S REPORT

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

G. ADJOURNMENT

Posted 5:00 pm on February 24, 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.