



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 2, 2016

Closed Session 6:00pm

Regular Meeting 7:00pm

**Azalea Hall, 1620 Pickett Road
McKinleyville, California**

AGENDA

Closed Session 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 DISTRICT LABOR NEGOTIATORS (California Government Code § 54954.5 and 54957)

Agency designated representative: Board Members Helen Edwards and David Couch

Unrepresented employee to whom negotiations pertain: All MCSD employees

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

A.4 Approval of 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.

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 3, 2016 | Pg. 5 |
| | Attachment 1 – Draft Minutes from February 3, 2016 | Pg. 6 |
| D.2 | Consider approval of January 2016 Treasurer's Report | Pg. 11 |
| 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. 30 |
| | Attachment 1 – McKinleyville Little League Agreement | Pg. 31 |
| D.5 | Consider approval of Hiller Sports Complex Facility Use Agreement Contract with McKinleyville Babe Ruth | Pg. 67 |
| | Attachment 1 – McKinleyville Babe Ruth Agreement | Pg. 68 |
| D.6 | Consider approval of Hiller Sports Complex Facility Use Agreement Contract with Humboldt Amateur Softball Association (ASA) | Pg. 104 |
| | Attachment 1 – Humboldt ASA Softball Agreement | Pg. 105 |
| D.7 | Consider approval of the transition of Mary Burke from alternate member to regular voting member of the Recreation Advisory Committee | Pg. 141 |

E. CONTINUED AND NEW BUSINESS

- E.1 2015 California Water Environmental Association (CWEA) Awards Presentation **Pg. 142**
Attachment 1 – CWEA Award Nomination Forms **Pg. 143**
- E.2 Adopt Resolutions 2016-05 & 2016-06 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 2016/2017; Declaring Intention to Levy and Collect the Fiscal Year 2016/2017 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. 144**
Attachment 1 – Resolution 2016-05 **Pg. 146**
Attachment 2 – Resolution 2016-06 **Pg. 148**
Attachment 3 – Draft Annual Engineer's Report for Fiscal Year 2016/17 **Pg. 151**
- E.3 Approve Memorandum of Understanding between City of Arcata and McKinleyville CSD related to the provision of water and annexation of Eureka Ready Mix property on Boyd Road **Pg. 183**
Attachment 1 – Eureka Ready Mix Letter 2-10-16 **Pg. 186**
Attachment 2 – Boyd Road Memorandum of Understanding **Pg. 187**
Attachment 3 – Boyd Road Draft Plan for Services Response **Pg. 190**
Attachment 4 – Boyd Road Annexation Public Hearing Notice **Pg. 197**
Attachment 5 – Original Boyd Road Staff Note from 2012 **Pg. 199**
Attachment 6 – Minutes of March 14, 2012 Special Board Meeting **Pg. 201**
Attachment 7 – LAFCo Process Staff Note 4-3-13 **Pg. 205**
Attachment 8 – Eureka Ready Mix Parcels 2-2016 **Pg. 207**
Attachment 9 – Boyd Road LAFCO Letter 9-2-15 **Pg. 208**
- E.4 Consider Attendance at the Association of California Water Agencies (ACWA) 2016 Spring Conference and Exhibition in Monterey, May 2-5, 2016 **Pg. 210**
Attachment 1 – Preliminary Agenda **Pg. 212**
Attachment 2 – Pricing Reference Sheet **Pg. 213**
Attachment 3 – Registration Terms & Conditions **Pg. 214**
- E.5 Approve Resolution 2016-04 Modifying the Board Policy Manual to add Part 11, Board Self-Evaluation **Pg. 215**
Attachment 1 – Section 11 for the Board Policy Manual Track Changes (Red Line) **Pg. 216**
Attachment 2 – Resolution 2016-04 with Exhibits A& B **Pg. 217**
- E.6 Consider approval of Treatment Selection Criteria from the Integrated Pest Management Plan (IPM), Section 6 **Pg. 221**
- E.7 Consider discussion of the FY2016-17 Draft Capital Improvement Plan for the Operational Funds: Water, Wastewater, and Streetlights **Pg. 223**
Attachment 1 – Draft Capital Improvement Plan for Operations **Pg. 225**
Attachment 2 – Draft Operations CIP Narrative **Pg. 229**

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

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|---|----------------|
| a. Support Services Department (Colleen M.R. Trask) | Pg. 232 |
| b. Operations Department (James Henry) | Pg. 234 |
| c. Parks & Recreation Department (Lesley Frisbee) | Pg. 239 |
| Attachment 1 – RAC Meeting 2-18-16 Notes | Pg. 242 |
| d. General Manager (Greg Orsini) | Pg. 245 |
| Attachment 1 – WWMF Monthly Self-Monitoring Report | Pg. 248 |

F.3 PRESIDENT'S REPORT

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

G. ADJOURNMENT

Posted 5:00 pm on February 26, 2016

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.