



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, MAY 2, 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. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (California Government Code § 54954.5 and 54957) Title: General Manager—Gregory Orsini

b. CONFERENCE WITH LEGAL COUNSEL— POTENTIAL 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 April 4, 2018 | Pg. 5 |
| | Attachment 1 – Draft Minutes from April 4, 2018 | Pg. 6 |
| D.2 | Consider Approval of March 2018 Treasurer’s Report | Pg. 11 |
| D.3 | Compliance with State Double Check Valve (DCV) Law – Violations | Pg. 33 |
| D.4 | Consider Approval of Hiller Sports Complex Facility Use Agreement Contract with Mad River Youth Soccer League (MRYSL) | Pg. 34 |
| | Attachment 1 – Mad River Youth Soccer League Agreement | Pg. 35 |

E. CONTINUED AND NEW BUSINESS

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| E.1 | Consider Authorization for Participation in and Approval of a 30% Cost Share for the Household Hazardous Waste (HHW) Collection Event at Pierson Park on July 21, 2018 | Pg. 71 |
| | Attachment 1 – Humboldt Waste Management Authority Letter of Request | Pg. 73 |
| E.2 | Consider Adoption of Shared Set of Core Values for the Guidance of Board of Director Behavior and Action | Pg. 74 |
| | Attachment 1 – Incomplete DRAFT Shared Values Chart of MCSD Board | Pg. 75 |
| E.3 | Consider Adopting Resolution 2018-12 Defining a Smoke Free Parks Policy for All District Owned and/or Operated Parks and Recreation Facilities | Pg. 77 |
| | Attachment 1 – Resolution 2018-12 | Pg. 78 |
| E.4 | Consider Approval of the General Manager Emergency Succession Plan Policy | Pg. 79 |
| | Attachment 1 – Draft Emergency Succession Plan Policy General Manager | Pg. 81 |
| | Attachment 2 – General Manager Transition Overview | Pg. 91 |
| E.5 | Consider Adoption of Resolution 2018-13 Establishing a Policy for the Collection and Disposal of Sharps | Pg. 92 |
| | Attachment 1 – Resolution 2018-13 | Pg. 94 |
| E.6 | Review Operations Draft Budget for Water, Wastewater, and Streetlights Funds FY2018-19 | Pg. 95 |
| | Attachment 1 – FY2018-19 Draft Operating Budgets for Water, Wastewater and Streetlights Funds | Pg. 96 |
| E.7 | Review and Consider Approval of Revised Leak Adjustment Policy | Pg. 99 |
| | Attachment 1 – Revised Leak Adjustment Policy | Pg. 101 |
| | Attachment 2 – Original Leak Adjustment Policy | Pg. 103 |
| | Attachment 3 – Transcript Summary of May 2017 BOD Meeting Item E.8 | Pg. 105 |
| E.8 | Review and Discuss Draft Resolution Establishing a Policy of 100% Clean Renewable Energy by 2025 | Pg. 106 |
| | Attachment 1 – Draft 100% Clean Renewable Energy Resolution | Pg. 107 |
| E.9 | Approve Resolution 2018-14 Authorizing General Manager to Enter into Funding Agreement D17-01033 for Clean Water State Revolving Fund (CWSRF) Energy Efficiency Project Financing | Pg. 108 |
| | Attachment 1 – Resolution 2018-14 | Pg. 110 |

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/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

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|---|----------------|
| a. Support Services Department (Colleen M.R. Trask) | Pg. 169 |
| b. Operations Department (James Henry) | Pg. 171 |
| c. Parks & Recreation Department (Lesley Frisbee) | Pg. 176 |
| Attachment 1 – RAC Meeting Notes April 19, 2018 | Pg. 178 |
| d. General Manager (Greg Orsini) | Pg. 180 |
| Attachment 1 – WWMF Monthly Self Monitoring Report | Pg. 183 |

F.3 PRESIDENT'S REPORT

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

G. ADJOURNMENT

Posted 5:00 pm on April 27, 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.