



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 4, 2016
Closed Session 6:30 pm
Regular Meeting 7:00 pm
Azalea Hall, 1620 Pickett Road
McKinleyville, California**

AGENDA

Closed Session Meeting 6:30 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

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 of April 6, 2016 | Pg. 5 |
| | Attachment 1 – Draft Minutes from April 6, 2016 | Pg. 6 |
| D.2 | Consider approval of March 2016 Treasurer's Report | Pg. 12 |
| D.3 | Compliance with State Double Check Valves (DCV) Law – No Violations | |
| D.4 | Approve and authorize Board President to sign and execute the approval of Hiller Park Caretaker Agreement | Pg. 35 |
| | Attachment 1 – Hiller Park Caretaker Agreement | Pg. 36 |

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 16, 2016 | Pg. 38 |
| | Attachment 1 – Humboldt Waste Management Authority Letter of Request | Pg. 40 |
| | Attachment 2 – 2016 Household Hazardous Waste Collection Flyer | Pg. 41 |

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| E.2 | Consider Authorization for the McKinleyville Chamber of Commerce to Utilize McKinleyville Community Services District Streetlight Poles Down Central Avenue from School Road to Railroad Avenue and Lighting to Trees | Pg. 42 |
| | Attachment 1 – Proposal by the McKinleyville Chamber of Commerce | Pg. 44 |
| | Attachment 2 – Bracket Specifications | Pg. 46 |
| E.3 | Update on the Memorandum of Understanding (MOU) for Central Avenue Right of Way Maintenance with Humboldt County Public Works Department | Pg. 47 |
| E.4 | Consider authorization for the General Manager to sign letters of support for Humboldt County Public Works regarding the McKinleyville Avenue Safe Routes for Schools and Hammond Trail Bridge Projects | Pg. 49 |
| | Attachment 1 – Letter for Support of the McKinleyville Avenue Safe Routes for Schools Project | Pg. 51 |
| | Attachment 2 – Letter for Support of the Hammond Trail Bridge Project | Pg. 52 |
| E.5 | Mad River Floodplain Restoration Update Presentation | Pg. 53 |
| | Attachment 1 – Lower Mad River Conceptual Designs Package | Pg. 55 |
| E.6 | Review and Discuss the 2016 Report Card for Humboldt County's Water Infrastructure | Pg. 74 |
| | Attachment 1 – Report Card PowerPoint Presentation | Pg. 76 |
| | Attachment 2 – American Society of Civil Engineers 2016 Report Card | Pg. 95 |
| E.7 | Review Operations Draft Budget for Water, Wastewater, and Streetlights Funds FY2016/17 | Pg. 106 |
| | Attachment 1 – FY2016-17 Draft Operating Budgets for Water, Wastewater, and Streetlights Funds | Pg. 107 |
| E.8 | Provide feedback to the General Manager regarding his participation in the Last Chance Grade public outreach program | Pg. 110 |
| | Attachment 1 – Description and cost analysis | Pg. 112 |

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. 115**
- b. Operations Department (James Henry) **Pg. 117**
- c. Parks & Recreation Department (Lesley Frisbee) **Pg. 122**
 - Attachment 1 – Recreation Advisory Committee Meeting Notes from April 21, 2016 meeting **Pg. 125**
- d. General Manager (Greg Orsini) **Pg. 127**
 - Attachment 1 – WWMF Monthly Self-Monitoring Report **Pg. 129**

F.3 PRESIDENT'S REPORT

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

G. ADJOURNMENT

Posted 5:00 pm on April 29, 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.