



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, OCTOBER 4, 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 September 6, 2017 | Pg. 5 |
| | Attachment 1 – Draft Minutes from September 6, 2017 | Pg. 6 |
| D.2 | Consider approval of August 2017 Treasurer's Report | Pg. 9 |
| D.3 | Compliance with State Double Check Valve (DCV) Law – Violations | Pg. 30 |

E. CONTINUED AND NEW BUSINESS

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|-----|---|----------------|
| E.1 | Consider Approval of the Right of Entry and Design Agreement Between the Humboldt Skate Park Collective and McKinleyville Community Services District | Pg. 31 |
| | Attachment – Right of Entry and Design Agreement Between HSPC and MCSD | Pg. 32 |
| E.2 | Presentation for the 65% Engineering Design Review of the Mad River Estuary Floodplain Project for Off-Channel Habitat | Pg. 34 |
| | Attachment 1 – Presentation Slides | Pg. 35 |
| | Attachment 2 – Basis of Design Report, summarizing the information used to choose a preferred conceptual design and develop 30% Designs | Pg. 42 |
| | Attachment 3 – Hydraulic Design Report, summarizing the methods used to analyze and revise the 30% Designs to develop 65% Designs | Pg. 132 |
| | Attachment 4 – 65% Design Sheets | Pg. 162 |
| E.3 | Review the National Recreation and Park Association (NRPA) Online Metrics Tool and Data Available for Parks & Recreation Services Assessment and Planning | Pg. 170 |
| | Attachment 1 – 2017 NRPA Agency Performance Review | Pg. 172 |
| E.4 | Review Instructions for the “Reflection on Core Values” Worksheets to be Completed by Board of Directors in Preparation for the Board Retreat on November 3, 2017 | Pg. 196 |
| | Attachment 1 – Reflection on Core Values Worksheets | Pg. 198 |
| | Attachment 2 – Example of Completed Core Values Selection Worksheet | Pg. 200 |
| E.5 | Review and Discuss Annual Board Self-Evaluation Policy, Procedure and Evaluation Form | Pg. 201 |
| | Attachment 1 – Resolution 2016-04 | Pg. 202 |

E.6	Approve the Regular Board Meeting Dates, Time and Location for the 2018 Calendar Year	Pg. 206
	Attachment 1 – 2018 Proposed MCSD Regular Board Meeting Schedule	Pg. 207
E.7	Consider Attendance to the Association of California Water Agencies (ACWA) 2017 Fall Conference & Exhibition in Anaheim, CA November 28 th – December 1 st , 2017	Pg. 208
	Attachment 1 – Preliminary Agenda	Pg. 209
	Attachment 2 – Pricing Reference Sheet	Pg. 210
	Attachment 3 – Terms and Conditions	Pg. 211
E.8	Authorize the General Manager to Enter into an Agreement with Kennedy Jenks to Complete a Tittle 22 Engineer Report (Report)	Pg. 212
	Attachment 1 – Task Order Authorization 3: Title 22 Engineers Report	Pg. 214
E.9	Consider Adoption of Resolution 2017-24 Approving Membership in the Humboldt Area Chapter of the California Special Districts Association (CSDA)	Pg. 217
	Attachment 1 – Resolution 2017-24	Pg. 219
	Attachment 2 – CSDA Humboldt Area Chapter Bylaws	Pg. 220
	Attachment 3 – CSDA Local Chapter Affiliation Agreement	Pg. 235

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 (Couch/Wheeler)
- b. Area Fund (John Kulstad/Burke)
- c. Redwood Region Economic Development Commission (Mayo/Corbett)
- d. McKinleyville Senior Center Advisory Committee (Burke, 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. 243 |
| b. Operations Department (James Henry) | Pg. 245 |
| c. Parks & Recreation Department (Lesley Frisbee) | Pg. 250 |
| Attachment 1 – RAC Meeting Notes 9-21-17 | Pg. 253 |
| d. General Manager (Greg Orsini) | Pg. 256 |
| Attachment 1 – WWMF Monthly Self Monitoring Report | Pg. 259 |

F.3 PRESIDENT'S REPORT

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

G. ADJOURNMENT

Posted 5:00 pm on September 29, 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.