



**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, FEBRUARY 5, 2020 AT 5:30 pm  
Azalea Hall, 1620 Pickett Road  
McKinleyville, California**

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**AGENDA**  
**Closed Session Meeting 5:30 pm**

**A. CALL TO ORDER**

A.1 Roll Call

A.2 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.*

A.3 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 REAL PROPERTY NEGOTIATORS (Gov. Code 54956.8)

Agency Negotiators: Greg Orsini, General Manager, Russell Gans, Legal Counsel  
Parties with Whom Negotiating: Dolores Pialorsi, Trustee

Property: Humboldt County Assessor Parcel Nos. 506-341-017, 508-031-001, 508-081-034 and 508-091-037, located at/near Fischer Road, McKinleyville, Humboldt County, CA

Under Negotiation: Purchase Agreement (Price and Terms of Payment)

b. PUBLIC EMPLOYEE APPOINTMENT. Title: General Manager. (Government Code § 54957(b)(1)).

A.4 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.*

D.1 Consider Approval of the Minutes of the Board of Directors

Attachment 1 – Draft Minutes from Regular Meeting December 4, 2019

Attachment 2 – Draft Minutes from Special Meeting January 10, 2020

Attachment 3 – Draft Minutes from Special Meeting January 11, 2020

D.2 Consider Approval of November and December 2019 Treasurer's Report

D.3 Compliance with State Double Check Valve (DCV) Law

D.4 Consider approval of Budget Modification for 2019-2020 Capital Improvement Plan

Attachment 1 – Exhibit 11-1 Enterprise Funds Capital Improvement Project  
Budget FY ending 2020-2029

- D.5 Consider Approval of a Mainline Extension Agreement for Avelar Subdivision  
Attachment 1 – Application for Extension of Water/Sewer/Street Lighting  
and/or Open Space Maintenance Service
- D.6 Approve Conveyance of Water and Sewer Facilities Related to the Bo Day/Griffith  
Subdivision  
Attachment 1 – Agreement for Conveyance and Acceptance of Bo  
Day/Griffith Subdivision
- D.7 Consider Approval for Association of California Water Agencies (ACWA) Related  
Travel for Dennis Mayo  
Attachment 1 – ACWA Board of Directors 2020 Meeting Schedule
- D.8 Consider Approval of Memorandum of Understanding (MOU) between McKinleyville  
Community Services District (MCSD) and the McKinleyville Chamber of Commerce  
for Beautification and Decoration within the County Right of Way Along Central  
Avenue in McKinleyville, CA  
Attachment 1 – MOU between MCSD and Chamber

**E. CONTINUED AND NEW BUSINESS**

- E.1 Presentation of MCSD Employee of the Year to Kyle Stone
- E.2 Consider Appointment of Applicants Josh Zender and Kassidy Bertoldi for Vacant  
Seats on the Recreation Advisory Committee (RAC) and Consider Re-Appointment  
of John Kulstad  
Attachment 1 – Letter of Application from Josh Zender  
Attachment 2 – Letter of Application from Kassidy Bertoldi
- E.3 Presentation from Justin McDonald, Arcata Fire District, regarding Measure R, a  
Special Tax Proposed for the March 2020 Ballot  
Attachment 1 – Measure R PowerPoint presentation  
Attachment 2 – Flyer for Measure R
- E.4 Approve FY 2018-2019 Audited Financial Statements  
Attachment 1 – MCSD Basic Financial Statements with the Report of the  
Independent Auditor for Fiscal Year 2018-2019
- E.5 Consideration of Reynolds Claim for Damages  
Attachment 1 – Completed Claim for Damages Against Public Entity Form
- E.6 Consideration of Scott Appeal  
Attachment 1 – Appeal Application from Garry Scott
- E.7 Consider Approval of Tactical Planning Matrix CY 2020-25  
Attachment 1 – Tactical Planning Matrix CY 2020-25
- E.8 Consider Updates to the MCSD Rules and Regulations regarding Disconnection of  
Services

Attachment 1 – Resolution No. 2020-01 Adopting a Policy Governing the Disconnection of Residential Water Service for Nonpayment  
Attachment 2 - Ordinance No 2020-01 Amending Rules 9.05, 10.01, and 10.03 of the MCSD Rules and Regulations

- E.9 Discuss and Consider Committee Assignments and Appointment of Committee Chairs by the Board President for the 2020 Calendar Year  
Attachment 1 – 2019 Positions, Staff Member Appointments and 2019 Committee Assignments
- E.10 Review of the 2019 Integrated Pest Management Plan Annual Report  
Attachment 1 – Integrated Pest Management (IPM) Plan  
Attachment 2 – IPM Treatment Tracking Forms
- E.11 Review Information for the Draft Capital Improvement Plan for the Parks and General Fund, FY2020-21  
Attachment 1 – Draft Capital Improvement Plan for the Fiscal Years ending June 30,2021-2030 for the Parks and General Fund  
Attachment 2 – Draft Capital Improvement Plan Narrative for Fiscal Year 2020-21
- E.12 Approve Bid Proposal and Award Ameresco Contract for WWMF Microgrid Project  
Attachment 1 – Agreement between MCSD and Ameresco  
Attachment 2 – Addendum Number 1 and Number 2  
Attachment 3 – General Condition for Construction Microgrid Project  
Attachment 4 – Bid Schedule  
Attachment 5 – Email from Jacqueline De Rosa Concurring to Pricing and Terms for the Long-term O&M

## **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/Mayo)
- b. Area Fund (John Kulstad/Burke)
- c. Redwood Region Economic Development Commission (Mayo/Barsanti)
- d. McKinleyville Senior Center Board Liaison (Barsanti/Burke)
- e. Audit (Corbett/Barsanti)
- f. Employee Negotiations (Couch/Corbett)
- g. Water Task Force (Burke)
- h. AdHoc No Drugs & Toxics Down the Drain (Burke)
- i. McKinleyville Municipal Advisory Committee (Burke/Mayo)
- j. Cornerstone Committee (Couch)
- k. Groundwater Sustainability Committee (Corbett/Burke)
- l. Humboldt Local Agency Formation Commission (Couch)

### **F.2 STAFF REPORTS**

- a. Support Services Department (Colleen M.R. Trask)
- b. Operations Department (James Henry)
- c. Parks & Recreation Department (Lesley Frisbee)
- d. General Manager (Greg Orsini)

## Attachment 1 – WWMF Monthly Self-Monitoring Report

### F.3 PRESIDENT'S REPORT

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

## G. ADJOURNMENT

### **Posted 5:00 pm on January 31, 2020**

*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](http://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.*