



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."

TELECONFERENCE Via ZOOM & TELEPHONE:
**Use ZOOM MEETING ID: 675 633 6928 (<https://zoom.us/j/6756336928>) or DIAL IN TOLL FREE: 1-888-788-0099 (No Password Required!)
WEDNESDAY, JUNE 3, 2020 AT 6:30/7:00pm**

To participate, please teleconference using the toll free number listed above, or join through the internet at the Zoom App with weblink and ID number listed above, or the public may submit written comments to the Board Secretary at: asousa@mckinleyvillecsd.com up until 4:30 p.m. on Wednesday, June 3, 2020

CLOSED SESSION AGENDA **6:30 p.m.**

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

A.4 Report out of Closed Session

REGULAR MEETING AGENDA

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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

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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 Regular Meeting on May 6, 2020

Attachment 1 – Draft Minutes from May 6, 2020

- D.2 Consider Approval of April 2020 Treasurer's Report
- D.3 Compliance with State Double Check Valve (DCV) Law
- D.4 Consider Approval of 2019 Consumer Confidence Report (CCR)
Attachment 1 – 2019 Consumer Confidence Report
- D.5 Consider Adoption of Resolution 2020-10 Amending the Rules and Regulations Rule 45.03.b Facility Use Fees and 45.03.c Event Service Fees
Attachment 1 – Resolution 2020-10
Attachment 2 – Table of Current Fees to Proposed Fees
- D.6 Approve Conveyance of Water and Sewer Facilities Related to Frito Lay Project
Attachment 1 – Agreement for Conveyance and Acceptance of Frito Lay Project

E. CONTINUED AND NEW BUSINESS

- E.1 Consider Approval of FY2020-21 Proposed Budget and Appropriations Limit
Attachment 1 – Budget for FY2020-21
Attachment 2 – Resolution 2020-11
- E.2 Distribution of Annual Board Self-Evaluation
Attachment 1 – Board Self-Evaluation Policy & Procedure
Attachment 2 – Self-Evaluation Worksheet
- E.3 Discuss and Decide on District Preferences for November 3, 2020 Election
Attachment 1 – Letter from County Elections Office
- E.4 Consider Approval of Professional Services Agreement with Kennedy/Jenks to Perform Engineering Services for the 4.5 MG Water Reservoir Project.
Attachment 1 – Professional Services Agreement
Exhibit A – 4.5 MG Water Reservoir Project Scope of Work
- E.5 Approve Resolution 2020-12 Authorizing the Acceptance and Recordation of a Grant Deed to Real Property Located in McKinleyville, CA (APN 508-091-037, 508-081-034, 508-031-001, and 506-341-017)
Attachment 1 – Certificate of Acceptance
Attachment 2 – Resolution 2020-12
- E.6 Consider Approval of Proposal of Fedak & Brown to provide Audit Services for FY2019-20, FY2020-21, and FY2021-22
Attachment 1 – Fedak & Brown, LLP Audit Proposal
- E.7 Consider adopting Resolutions 2020- 13 Initiating the Formation of Street Light Zone # 102, Resolution 2020- 14 Initiating the Formation of Street Light Zone # 103, and Resolution 2020- 15 Initiating the Formation of Street Light Zone # 104
Attachment 1 – Resolution of Initiation 2020-13 for SLZ #102 w/ Exhibit A
Attachment 2 – Resolution of Initiation 2020-14 for SLZ #103 w/ Exhibit A
Attachment 3 – Resolution of Initiation 2020-15 for SLZ #104 w/ Exhibit A

Attachment 4 – SLZ #102 Engineers Report w/ Exhibit A and B
Attachment 5 – SLZ #103 Engineers Report w/ Exhibit A and B
Attachment 6 – SLZ #104 Engineers Report w/ Exhibit A and B

- E.8 Authorize Letter to be Sent on Behalf of MCSD Board of Directors to Humboldt LAFCo and the Board of Supervisors
Attachment 1 – Draft Letter to Humboldt LAFCo

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/Barsanti)
- c. Redwood Region Economic Development Commission (Mayo/Burke)
- d. McKinleyville Senior Center Board Liaison (Barsanti/Burke)
- e. Audit (Corbett/Barsanti)
- f. Employee Negotiations (Couch/Corbett)
- g. McKinleyville Municipal Advisory Committee (Burke/Mayo)
- h. Humboldt Local Agency Formation Commission (Couch)
- i. Environmental Matters Committee (Couch/Corbett)

F.2 LEGISLATIVE AND REGULATORY REPORTS

F.3 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.4 PRESIDENT'S REPORT

F.5 BOARD MEMBER COMMENTS, ANNOUNCEMENTS, REPORTS AND AGENDA ITEMS REQUESTS

G. ADJOURNMENT

Posted 5:00 pm on May 29, 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 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.