



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, DECEMBER 2, 2015 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

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.

- D.1 Approve the Minutes of the Board of Directors Regular Meeting of November 4, 2015 **Pg. 4**
Attachment 1 – Draft Minutes from November 4, 2015 **Pg. 5**
- D.2 Approve the of October Treasurer’s Report **Pg. 11**
Attachment 1 – Treasurer’s Report October 2015
- D.3 Compliance with State Double Check Valve (DCV) Law – Violations **Pg. 32**

E. CONTINUED AND NEW BUSINESS

- E.1 Community Forest Presentation presented by Green Diamond **Pg. 33**
Attachment 1 – PowerPoint Presentation **Pg. 34**
- E.2 Summary Information Related to the Partnership between the Boys & Girls Club of the Redwoods and McKinleyville Community Services District in Regards to the Teen Center **Pg. 50**
Attachment 1 – Teen Center Budget Scenarios years 1-2 **Pg. 52**
Attachment 2 – Draft Business Plan Outline **Pg. 54**
- E.3 Approve Budget Modification for Measure B Fund **Pg. 57**
Attachment 1 – McKinleyville Community Services District FY2015-16 Governmental Funds Summary Budget – Revised **Pg. 58**
- E.4 Review the McKinleyville Community Services District Conflict of Interest Code and Adopt Resolution 2015-31 Approving Suggested Updates and Changes **Pg. 59**
Attachment 1 – Conflict of Interest Code with red-lined revisions **Pg. 60**
Attachment 2 – Resolution 2015-31 and Exhibit A, the revised Conflict of Interest Code **Pg. 75**
- E.5 Approve Change Order Request and Budget Modification for Teen Center Construction Project **Pg. 90**
Attachment 1 – Change Order Analysis **Pg. 92**
Attachment 2 – Change Order Log **Pg. 93**
Attachment 3 – Change Order Number 1 **Pg. 94**

F. REPORTS

F.1 ACTIVE COMMITTEE REPORTS

- a. Recreation Advisory Committee (Wheeler/Couch)
- b. Area Fund (John Kulstad)
- c. Redwood Region Economic Development Commission (Mayo/Edwards)
- d. McKinleyville Senior Center Advisory Committee (Edwards)
- 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. 95**
- b. Operations Department (James Henry) **Pg. 96**
- c. Parks & Recreation Department (Lesley Frisbee) **Pg. 101**
- d. General Manager (Greg Orsini) **Pg. 105**
Attachment 1 – WWMF Monthly Self Monitoring Report **Pg. 107**

F.3 PRESIDENT’S REPORT

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

G. ADJOURNMENT

Posted 5:00 pm on November 25, 2015

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.