

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 SPECIAL MEETING OF THE
MCKINLEYVILLE COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS
WILL BE HELD AT:**

**Azalea Hall
1620 Pickett Road
McKinleyville, California**

AND BY TELECONFERENCE AT:

**Manchester Grand Hyatt San Diego
Conference Room One
1 Market Place
San Diego, California**

Wednesday, December 3, 2014
Special Closed Session Meeting: 6:30 P.M.
Regular Meeting: 7:00 P.M.

AGENDA

Closed Session Meeting: 6:30 P.M.

A.1 CALL TO ORDER

A.2 ROLL CALL

**A.3 MEET WITH REAL PROPERTY NEGOTIATORS: HEWITT TANK SITE
PROPERTY ACQUISITION** - Property: Proposed Hewitt Tank Site:
Assessor's Parcel Number 509-021-045 et seq.
Proposed agency negotiators: MCSD Proposed Negotiators: Greg
Orsini, General Manager, and Russell Gans (MCSD General Counsel)
Party with Whom Negotiating: Michael D. Nelson (LACO Associates) and
American Hospital Management Corporation
Under negotiation: Price, terms of payment, and subdivision for
proposed site

A.4 CONFERENCE WITH LEGAL COUNSEL – Existing litigation-
McKinleyville Community Services District v County of Humboldt, Board
of Supervisors of the County of Humboldt, Case No. CV110632,
Litigation pursuant to Government Code § 54956.9(a).

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.

A.5.a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Conference with Real Property Negotiator

Property: Proposed Hewitt Tank Site: Assessor's Parcel Number 509-021-045

Agency Negotiators: MCSD Proposed Negotiators: Greg Orsini, General Manager, and Russell Gans (MCSD General Counsel)

Negotiating Parties: For MCSD: Greg Orsini, General Manager, and Russell Gans (MCSD General Counsel)

For LACO Associates: Michael D. Nelson (LACO Associates) and American Hospital Management Corporation

Under negotiation: Price, terms of payment, and subdivision for proposed site

A.5.b. CONFERENCE WITH LEGAL COUNSEL

Existing litigation-McKinleyville Community Services District v County of Humboldt, Board of Supervisors of the County of Humboldt, Case No. CV110632, Litigation pursuant to Government Code § 54956.9(a).

A.6 REPORT OUT OF CLOSED SESSION

Regular Meeting: 7:00 P.M.

A.1 CALL TO ORDER

A.2 ROLL CALL

A.3 PLEDGE OF ALLEGIANCE

A.4 ADDITIONS TO 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.5 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 minutes of the Board of Directors' Regular Meeting of November 5, 2014 **Pg. 6**
Attachment D.1 – Draft Minutes from November 5, 2014 **Pg. 7**
- D.2 Consider approval of October Treasurer's Report
Attachment D.2 – Treasurer's Monthly Report 10-31-14 **Pg. 10**
- D.3 No DCV Violations this month

E. CONTINUED AND NEW BUSINESS

- E.1 Presentation of Community Builder Award to Humboldt Area Foundation **Pg. 33**
Attachment 1 – HAF Response to MCSD Interview Questions **Pg. 35**
- E.2 Consider Variance for 2250 Mather Road Review Related to Water Leak Adjustment **Pg. 37**
Attachment 1 – Water Leak Adjustment Policy 2011 **Pg. 40**
Attachment 2 – Statement of Jason Patton **Pg. 42**
Attachment 3 – Water Leak Adjustment Worksheet **Pg. 43**
- E.3 Consider appointing Stephanie Hartley as a student member of the Recreation Advisory Committee **Pg. 45**
Attachment 1 – Letter submitted by Stephanie Hartley **Pg. 47**

- E.4 Accept FY2013-14 Audit **Pg. 48**
Attachment 1 - MCSD Draft Financial statements with
the report of the independent auditor for the fiscal year
ending June 30, 2014 **Pg. 49**
- E.5 Review Board Rotation Schedule, Board Officers and Committee
Appointments for 2015 Calendar Year **Pg. 95**
Attachment 1- 2014 Positions, Staff Member
Appointments and 2014 Committee Assignments **Pg. 97**
Attachment 2 – Board Rotation Schedule **Pg. 98**
- E.6. Consider travel to the CSDA's Special District Leadership
Academy Conference in Napa, CA January 25-28, 201 **Pg. 99**
Attachment 1 – SDLA 2015 Conference Schedule of
Events **Pg. 101**
- E.7 Draft #1 Integrated Pest Management Plan Workshop **Pg. 109**
Attachment 1- Draft version 1 Integrated Past
Management Plan **Pg. 111**
- E.8 Award Professional Services Agreement for Construction
Management and Inspection for the Wastewater Management
Facility (WWMF) Improvement Project to Kennedy Jenks as
Contract Amendment 7 of the WWMF Design Agreement **Pg. 121**
Attachment 1 - Contract Amendment 7, Construction
Services **Pg. 123**

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 (alternate))
- b. Area Fund (John Kulstad)
- c. Redwood Region Economic Development Commission
(Mayo/Edwards (alternate))
- d. McKinleyville Senior Center Advisory Committee (Edwards)
- e. Audit (Corbett/Edwards)
- f. Employee Negotiations (Couch/Edwards)
- g. Water Task Force (Wheeler/Corbett (alternate))
- h. AdHoc No Drugs & Toxics Down the Drain (Wheeler/Couch
(alternate))
- i. McKinleyville Municipal Advisory Committee
(Edwards/Corbett (alternate))

F.2. STAFF REPORTS

- a. Support Services Department (Colleen M.R.Trask) **Pg. 138**

b.	Operations Department (James Henry)	Pg. 140
c.	Parks and Recreation Department (Jason Sehon)	Pg. 143
d.	General Manager (Greg Orsini)	Pg. 146
	Attachment 1 – WWMF October 2014	Pg. 148
	Attachment 2 – MCSD WWMF Open House Flyer	Pg. 151

F.3. PRESIDENT'S REPORT

**F.4. BOARD MEMBERS' COMMENTS, ANNOUNCEMENTS, REPORTS
AND AGENDA ITEM REQUESTS**

G. ADJOURNMENT

Posted 5:00 pm on November 26, 2014

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.