

***Mission statement of McKinleyville Community Services District:***

*"Provide McKinleyville with safe, adequate and reliable utility, 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 AT:**

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

**Wednesday, February 13, 2013  
Special Meeting: 6:00 P.M.  
Regular Board Meeting: 7:00 P.M.**

**AGENDA**

**Special Meeting: 6:00 P.M.**

**A.1 CALL TO ORDER**

**A.2 ROLL CALL**

**A.3 CLOSED SESSION DISCUSSION**

**A CLOSED SESSION IS SCHEDULED FOR 6:00PM TO BE FOLLOWED  
BY THE REGULARLY SCHEDULED MEETING AT 7:00PM  
(APPROXIMATE TIME)**

*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.3.a 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.4. 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 January 15, 2013 **Pg. 5**

D.2 Consider approval of December 2012 Treasurer's Report **Pg.10**

D.3 DCV Violations this month. **Pg. 34**

- D.4 Consider approval of proposed Hiller Sports Complex youth sports organizations Facility Use Agreement Contracts **Pg. 35**

**E. CONTINUED AND NEW BUSINESS**

- E.1 Presentation of Community Builder Award for Norman Shopay **Pg. 43**
- E.2 Work Shop to Develop a Vision and Mission Statement as Components for the Strategic Plan **Pg. 46**
- E.3 Consider adopting Resolutions 2013-03 & 2013-04 initiating proceedings for the Measure B Maintenance Assessment District -- Renewal for Parks, Open Space, and Recreational Facilities annual levy and collection of assessments for fiscal year 2013/2014; Declaring Intention to Levy and Collect the Fiscal Year 2013/2014 Annual Assessments for the Measure B Maintenance Assessment District -- Renewal for Parks, Open Space, and Recreational Facilities, accepting and approving the Engineer's Report and setting the Public Hearing **Pg. 48**
- E.4 Consider Resolution 2013-06 to change the Public Employees Retirement Benefit pre-tax contributions for new employees **Pg. 82**
- E.5 Discussion of the Draft Capital Improvement Plan for the Parks & General Fund, Fiscal Year Ending June 30, 2014 **Pg. 86**
- E.6 Informational item, Technical, Managerial and Financial (TMF) tune-up **Pg. 91**
- E.7 Consider approving update of MCSD Records Retention Policy adding "Claim" information to the policy **Pg. 101**
- E.8 Approve a possible budget modification for the Prop.50 Intertie Project with Humboldt Bay Municipal Water District **Pg. 105**

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

(Edwards, Corbett (alternate))

F.2. STAFF REPORTS

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|----|--|----------------|
| a. | Support Services Department (Colleen M.R. Trask) | <b>Pg. 107</b> |
| b. | Operations Department (James Henry)              | <b>Pg. 109</b> |
| c. | Parks and Recreation Department (Jason Sehon)    | <b>Pg. 111</b> |
| d. | Interim General Manager (Greg Orsini)            | <b>Pg. 114</b> |

F.3. PRESIDENT'S REPORT

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

H. ADJOURNMENT

**Posted 5:00 pm on February 8, 2013**