

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 AT:**

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

**Wednesday, February 5, 2014
7:00 P.M.**

AGENDA

- 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 8, 2014 **Pg. 5**

Attachment 1-Draft Minutes from January 8, 2014
Regular Meeting **Pg. 6**

- D.2 Consider approval of December, 2013 Treasurer's Report **Pg.11**

- D.3 No DCV Violations this month

- D.4 Approve conveyance for developments related to water and sewer facilities in referenced projects **Pg.35**

Attachment 1- Humboldt County Airport 17 Unit
T-Hanger System AP# 511-351-009 **Pg.36**
Attachment 2- The Club at Mill Creek System AP#
508-061-025 & 027 **Pg.37**

E. CONTINUED AND NEW BUSINESS

- E.1 Consider adopting Resolution 2014-02 honoring Bill Wennerholm for twelve (12) years of service **Pg.38**
Attachment 1 – Resolution 2014-02 **Pg.40**

- E.2 MCSD Employee of the year presentation to William McBroome **Pg.41**

- E.3 Letz sewer lift station pump upgrade **Pg.43**
Attachment 1 – Power Point Presentation **Pg.45**

- E.4 Access Humboldt creates programming for Sunshine Week **Pg.48**

- E.5 Consider Travel to the Association of California Water Agencies 2014 Spring Conference (May 6, 2014 – May 9, 2014) in Monterey, CA. **Pg.50**
Attachment 1 – ACWA Pricing Sheet for 2014
Spring Conference **Pg.52**

- E.6 Consider adopting Resolution 2014-06 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 2014/2015 and Resolution 2014-07 declaring Intention to Levy and Collect the Fiscal Year 2014/2015 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.53**

Attachment 1 – Resolution 2014-06 **Pg.56**

Attachment 2 – Resolution 2014-07 **Pg.58**

Attachment 3 – Fiscal Year 2014/2015 Engineer's Report **Pg.60**

E.7 Discussion of the Draft Capital Improvement Plan for the Parks & General Fund, Fiscal Year Ending June 30, 2015 **Pg.87**

Appendix 1 – Draft Capital Improvement Projects for the fiscal years ending June 30, 2015-2024 for Parks & General Fund **Pg.88**

Appendix 2 - Draft Budget Fiscal Year 2014-2015 CIP Narrative **Pg.92**

E.8 Consider Committee Appointments for 2014 Calendar Year **Pg.94**

Attachment 1 – worksheet for 2014 Committee Assignments **Pg.96**

E.9 Ruth Lake Briefing **Pg.97**

Attachment 1 - Power Point Presentation **Pg.98**

Attachment 2 – Press Release Ruth Lake CSD and Humboldt Bay MWD **Pg.104**

Attachment 3 – Rain Fall Data **Pg.109**

Attachment 4 – Water Shortage Plan **Pg.122**

E.10 Accept contract and budget amendment for WWMF Improvement Project **Pg.124**

Attachment 1 – Draft McKinleyville amendment No. 3 WWMF Improvement Project **Pg.126**

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 (VACANT/Edwards (alternate))
- d. McKinleyville Senior Center Advisory Committee (VACANT)
- e. Audit (Corbett/Edwards)
- f. Employee Negotiations (VACANT/ Edwards)
- g. Water Task Force (Mayo/Corbett (alternate))
- h. AdHoc No Drugs & Toxics Down the Drain (Couch/Mayo (alternate))
- i. McKinleyville Municipal Advisory Committee (Edwards/Corbett (alternate))

F.2. STAFF REPORTS

- a. Support Services Department (Colleen M.R.Trask) **Pg.133**
- b. Operations Department (James Henry) **Pg.134**
- c. Parks and Recreation Department (Jason Sehon) **Pg.136**
- d. General Manager (Greg Orsini) **Pg.141**

Attachment 1 – WWMF Report for December 2013

Pg.143

F.3. PRESIDENT'S REPORT

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

G. 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

H. ADJOURNMENT

Posted 5:00 pm on January 31, 2014