



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, JANUARY 7, 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 Assumption of Board Officer's Positions for Calendar Year 2015

Pg. 5

A.4 Additions to the Agenda

A.5 Approval of the Agenda

A.6 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 Consider approval of the Minutes of the Board of Directors Regular Meeting of December 3, 2014 **Pg. 7**
Attachment D.1 – Draft Minutes from December 3, 2014 **Pg. 8**
- D.2 Consider approval of November Treasurer's Report
Attachment D.2 – Treasurer's Report November 2014 **Pg. 14**
- D.3 No DCV Violations this month

E. CONTINUED AND NEW BUSINESS

- E.1 Accept FY2013-14 Audit **Pg. 36**
Attachment 1 – MCSD Audited Financial Statements for the Fiscal Year Ending June 30, 2014 **Pg. 37**
- E.2 McKinleyville Community Services District Employee of the Year Award Presentation to David Baldosser **Pg. 89**
- E.3 California Water Environmental Association (CWEA) Awards **Pg. 90**
Attachment 1 – CWEA Award Nomination Forms **Pg. 91**
- E.4 Consider Assignments and Appointments of Committee Chairs by the Board President for the 2015 Calendar Year **Pg. 93**
Attachment 1 – 2014 Committee Roster and Assignments **Pg. 95**
- E.5 Update Board Officer Rotation Schedule **Pg. 96**
- E.6 Review Recent Teen Center Bid Results, Discuss Alternatives and Consider Recommended Path Forward **Pg. 98**
- E.7 Consider Approval of Law Enforcement Facility Lease Agreement with County of Humboldt **Pg. 103**
Attachment 1 – Lease Agreement with County of Humboldt **Pg. 105**
- E.8 Approve Draft Water Shortage Contingency Plan **Pg. 123**
Attachment 1 – Water Shortage Contingency Plan Draft **Pg. 125**
- E.9 Consider Approval of the Strategic Plan 2015-2019 **Pg. 151**
Attachment 1 – Strategic Plan Final 2015 **Pg. 152**

E.10	Wastewater Management Facility Improvement Project Open House Report	Pg. 194
	Attachment 1 – Open House Flyer	Pg. 196
	Attachment 2 – Open House Exhibits	Pg. 197
E.11	Consider Authorization for Director Mayo to Attend the Association of California Water Agencies (ACWA) DC 2015 Conference in Washington D.C. February 25-26, 2015	Pg. 203
	Attachment 1 – ACWA DC 2015 Pricing Reference Sheet	Pg. 205
	Attachment 2 – ACWA DC 2015 Registration Terms & Conditions	Pg. 206
	Attachment 3 – ACWA DC 2015 Preliminary Agenda	Pg. 207
E.12	Review McKinleyville Community Services District Policy Manuals Related to District of Distinction Application Process and Adopt Resolution 2015-01	Pg. 209
	Attachment 1 – MCSD Reserve Policy 2012	Pg. 211
	Attachment 2 – MCSD Expenditure Control Guidelines	Pg. 216
	Attachment 3 – MCSD Board Policy Manual	Pg. 226
	Attachment 4 – MCSD Employee Handbook	Pg. 246
	Attachment 5 – Resolution 2015-01	Pg. 316
E.13	Authorize Board President to Sign a Letter of Support for Pursuit of Grant Funds for Salmonid Habitat Restoration and Public Access Project on the Lower Mad River	Pg. 317
	Attachment 1 – Support Documentation from CalTrout	Pg. 319
	Attachment 2 – Draft Letter Requesting Grant Funding	Pg. 322

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)

F.2 STAFF REPORTS

- a. Support Services Department (Colleen M.R. Trask) **Pg. 323**
- b. Operations Department (James Henry) **Pg. 325**
- c. Parks & Recreation Department (Jason Sehon) **Pg. 328**
- d. General Manager (Greg Orsini) **Pg. 331**

F.3 PRESIDENT'S REPORT

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

G. ADJOURNMENT

Posted 5:00 pm on January 2, 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.