

**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, September 5<sup>th</sup>, 2012  
7:00 P.M.**

**AGENDA**

**A. CALL TO ORDER**

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**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.*

**B. APPROVAL OF THE AGENDA**

**C. PUBLIC HEARINGS**

*These are items of a Quasi-Judicial or Legislative nature. Public comments relevant to these proceedings are invited.*

**NO PUBLIC HEARING SCHEDULED**

**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 August 1, 2012 | <b>Pg. 4</b>  |
| D.2 | Consider approval of July 2012 Treasurer's Report   | <b>Pg. 8</b>  |
| D.3 | DCV Violations this month.  | <b>Pg. 30</b> |

- D.4 Approve MOU with McKinleyville Union School District (MUSD) for KidsClub Afterschool Program **Pg. 31**
- D.5 Fixed asset policy **Pg. 36**
- D.6 CSR job re-classification **Pg. 43**
- D.7 Approve contract with Mad River Youth Soccer League for the use of Hiller Sports Complex **Pg. 45**
- D.8 Appoint community member Beth Crone to the Recreation Advisory Committee **Pg. 62**

**E. CONTINUED AND NEW BUSINESS**

- E.1 Resolution Honoring Sharon Denison, Board Secretary, Retirement after 29 years of service to MCSD **Pg. 64**
- E.2 Information on results of Hazardous Waste Collection Day **Pg. 66**
- E.3 Skate Park Right of Entry Agreement with McKinleyville Skate Park Organization **Pg. 67**
- E.4 Arcata Fire Department Presentation - Five year review of their benefit assessment accomplishments **Pg. 81**
- E.5 Information regarding feasibility of senior & low income discounts for water and sewer accounts **Pg. 83**
- E.6 Draft response letter to Humboldt Bay Municipal Water District **Pg. 87**
- E.7 Resolution revising regular Board meeting scheduled meeting places and times **Pg. 100**
- E.8 Approve Resolution 2012-23 approving the application for a Land and Water Conservation Fund grant **Pg. 102**
- E.9 Revised Rules and Regulations-customer deposit policy **Pg. 106**
- E.10 Revised Rules and Regulations-No Radio Meter Read Policy **Pg. 110**
- E.11 Board Strategic Plan process and schedule **Pg. 113**

## 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. Local and State Advisory Committee(Edwards, Alternate- Corbett)

### F.2. STAFF REPORTS

- a. Support Services Department **Pg. 115**
- b. Operations Department (Greg Orsini) **Pg. 117**
- c. Parks and Recreation Department (Jason Sehon) **Pg. 120**
- d. General Manager (Norman Shopay) **Pg. 125**

### F.3. CHAIRMAN'S REPORT

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

## G. 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.*

## H. CLOSED SESSION DISCUSSION 8:15 PM – Senior Center Room

*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.*

H.1 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 subdivision (a) of Section 54956.9.

## I. ADJOURNMENT

**Posted 5:00 pm on August 31<sup>st</sup>, 2012**