



**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, APRIL 1, 2015 AT 7:00pm  
Azalea Hall, 1620 Pickett Road  
McKinleyville, California**

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## **AGENDA**

### **A. CALL TO ORDER**

A.1 Roll Call

A.2 Pledge of Allegiance

A.3 Additions to the Agenda

A.4 Approval of the Agenda

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.*

**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 March 4, 2015 **Pg. 5**  
Attachment 1 – Draft Minutes from March 4, 2015 **Pg. 6**
- D.2 Consider approval of Treasurer's Report for February 2015 **Pg. 12**
- D.3 No DCV Violations this month
- D.4 Consider approval of Hiller Sports Complex Facility Use Agreement Contract for Mad River Youth Soccer League **Pg. 36**  
Attachment 1 – Mad River Youth Soccer League Facility Use Agreement Contract **Pg. 38**
- D.5 Consider approval of Senior Center Management Services and Usage Agreement **Pg. 54**  
Attachment 1 – Senior Center Management Services and Usage Agreement **Pg. 56**  
Attachment 2 – Exhibit A, Article IV of the McKinleyville Community Services District Rules and Regulations **Pg. 67**  
Attachment 3 – Exhibit B, Schedule for Use of Azalea Hall **Pg. 78**
- D.6 Consider cancelling the May 6, 2015 Regular Board Meeting and instead call a Special Board Meeting on Wednesday, May 13, 2015 at 7:00pm **Pg. 79**

## **E. CONTINUED AND NEW BUSINESS**

- E.1 Informational update to Board on partnership with the Boys & Girls Club of the Redwoods **Pg. 80**
- E.2 Consider appointing Board member to serve on the Volunteer Teen Center Committee **Pg. 82**  
Attachment 1 – Teen Center "Cornerstone Committee" Roles and Responsibilities **Pg. 84**
- E.3 Consider Approving Resolution 2015-07 amending the Rules and Regulations, Rules 40.01. MEMBERSHIP and Rule 40.04.B. TERMS OF OFFICE **Pg. 86**  
Attachment 1 – Resolution 2015-07 **Pg. 89**
- E.4 Consider appointments for vacant positions on the Recreation Advisory Committee between three (3) applicants (, Addison O'Hanen, Mary Burke & Bill Prescott) **Pg. 91**  
Attachment 1 – Letter of Interest from Addison O'Hanen **Pg. 93**  
Attachment 2 – Letter of Interest from Mary Burke **Pg. 94**  
Attachment 3 – Letter of Interest from Bill Prescott **Pg. 95**

E.5	Employee negotiations regarding proposed one (1) year compensation contract with district employees	<b>Pg. 96</b>
	Attachment 1 – Memo from negotiations committee with requests	<b>Pg. 99</b>
	Attachment 2 – Employee Assistance Program Summary	<b>Pg. 100</b>
E.6	Sewer Rate Evaluation and Proposition 218 process	<b>Pg. 101</b>
	Attachment 1 – PowerPoint Presentation	<b>Pg. 103</b>
	Attachment 2 – Proposition 218 Public Hearing Notice	<b>Pg. 118</b>
	Attachment 3 – McKinleyville Community Services District Sewer Rate Analysis Draft Report	<b>Pg. 121</b>
E.7	Review Sensitivity Analysis and steps forward for continued consideration of photovoltaic at the Wastewater Management Facility (WWMF)	<b>Pg. 142</b>
	Attachment 1 – PowerPoint Presentation Solar	<b>Pg. 144</b>
	Attachment 2 – Sensitivity Analysis Methodology	<b>Pg. 150</b>
	Attachment 3 – Sensitivity Analysis Memorandum	<b>Pg. 151</b>
E.8	Consider Adoption of Resolution 2015-08, Authorizing Participation in the California Special District Association's District Purchasing Card Program	<b>Pg. 154</b>
	Attachment 1 – Resolution 2015-08	<b>Pg. 155</b>
E.9	Initiate process for General Manager Performance Evaluation	<b>Pg. 156</b>
	Attachment 1 – Exhibit A from the Board Policy Manual	<b>Pg. 158</b>
	Attachment 2 – Board of Director's Evaluation Form General Manager	<b>Pg. 159</b>
	Attachment 3 – Department Head 360 Performance Evaluation of General Manager	<b>Pg. 162</b>
E.10	Consider and Adopt Resolution No. 2015-09, Amending MCSD Ordinance No. 10 and MCSD Water Shortage Contingency Plan	<b>Pg. 165</b>
	Attachment 1 – State Water Resources Control Board FINAL Resolution 2015-0013	<b>Pg. 168</b>
	Attachment 2 – Resolution 2015-09 Modifications to Ordinance 10	<b>Pg. 175</b>
	Attachment 3 – Draft Water Shortage Contingency Plan March 2015	<b>Pg. 183</b>
E.11	Discussion of 2014 Wastewater Management Facility Annual Report to the Regional Water Quality Control Board (RWQCB)	<b>Pg. 195</b>
	Attachment 1 – Annual Report Summary Pages	<b>Pg. 197</b>
E.12	Review Parks & General Fund Draft Operating Budget, FY2015-16	<b>Pg. 206</b>
	Attachment 1 – FY 2015-16 Draft Operating Budget for Parks/General Fund and Measure B Fund	<b>Pg. 207</b>

## **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. 208**
- b. Operations Department (James Henry) **Pg. 209**
- c. Parks & Recreation Department (Lesley Frisbee) **Pg. 213**
- d. General Manager (Greg Orsini) **Pg. 215**
  - a. Attachment 1 – Wastewater Management Facility Monthly Report **Pg. 217**

## F.3 PRESIDENT'S REPORT

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

## G. ADJOURNMENT

**Posted 5:00 pm on March 27, 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.*