



**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, AUGUST 3, 2016 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

*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.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.*

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|-----|---|---------------|
| D.1 | Consider Approval of the Minutes of the Board of Directors<br>Regular Meeting of July 6, 2016   | <b>Pg. 4</b>  |
|     | Attachment 1 – Draft Minutes from July 6, 2016  | <b>Pg. 5</b>  |
| D.2 | Consider approval of June 2016 Draft Treasurer's Report   | <b>Pg. 10</b> |
| D.3 | DCV Violations this Month   | <b>Pg. 33</b> |
| D.4 | Consider approval of Memorandum of Understanding between<br>McKinleyville Community Services District and the McKinleyville Union School<br>District for the Kids Club After School Program | <b>Pg. 34</b> |
|     | Attachment 1 – Memorandum of Understanding  | <b>Pg. 35</b> |
| D.5 | Approve appointment of John Calkins<br>to the Recreation Advisory Committee   | <b>Pg. 39</b> |
|     | Attachment 1 – John Calkins Letter of Application   | <b>Pg. 41</b> |

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

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|-----|---|---------------|
| E.1 | Consider applicants for the Recreation Advisory Committee<br>and appoint regular voting members and alternates<br>from the eligible applicants presented. | <b>Pg. 42</b> |
|     | Attachment 1 – Janelle Jones Letter of Application  | <b>Pg. 44</b> |
|     | Attachment 2 – David Coelho Letter of Application   | <b>Pg. 45</b> |
|     | Attachment 3 – Kevin Collins Letter of Application  | <b>Pg. 46</b> |
|     | Attachment 4 – Greg Moss Letter of Application  | <b>Pg. 47</b> |
| E.2 | Consider the Regular Board Meeting Dates, Time and Location<br>for the 2017 Calendar Year   | <b>Pg. 48</b> |
|     | Attachment 1 – Proposed 2017 MCSD Regular Board Meeting<br>Schedule   | <b>Pg. 50</b> |
| E.3 | Determine if Board members are interested in attending ACWA 2016 Regulatory<br>Summit October 3-4, 2016 Hilton Sacramento Arden West Sacramento           | <b>Pg. 51</b> |
|     | Attachment 1 – 2016 Regulatory Summit Event Information   | <b>Pg. 53</b> |
|     | Attachment 2 – 2016 Regulatory Summit Preliminary Agenda  | <b>Pg. 54</b> |
|     | Attachment 3 – 2016 Regulatory Summit Registration Form   | <b>Pg. 55</b> |
|     | Attachment 4 – 2016 Regulatory Summit Terms and Conditions  | <b>Pg. 56</b> |
| E.4 | Appoint New Vice President to MCSD Board of Directors and Board President<br>reassign committee seats vacated by Ms. Edwards' resignation                 | <b>Pg. 57</b> |
|     | Attachment 1 – 2016 Committee Assignments   | <b>Pg. 60</b> |
|     | Attachment 2 – Board Rotation Schedule 2016   | <b>Pg. 61</b> |

- E.5 Determine whether the District or the candidates are going to pay for the publication of a statement of qualifications **Pg. 62**

## **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 (Wheeler/Couch)
- b. Area Fund (John Kulstad/Edwards)
- c. Redwood Region Economic Development Commission (Mayo/Edwards)
- d. McKinleyville Senior Center Advisory Committee (Edwards, Mayo)
- 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)
- j. Cornerstone Committee (Couch)
- k. Groundwater Sustainability Committee (Edwards/Corbett, Mayo)

### **F.2 STAFF REPORTS**

- a. Support Services Department (Colleen M.R. Trask) **Pg. 64**
  - b. Operations Department (James Henry) **Pg. 66**
  - c. Parks & Recreation Department (Lesley Frisbee) **Pg. 71**
  - d. General Manager (Greg Orsini) **Pg. 78**
- Attachment 1 – WWMF Monthly Self Monitoring Report **Pg. 81**

### **F.3 PRESIDENT'S REPORT**

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

## **G. ADJOURNMENT**

**Posted 5:00 pm on July 29, 2016**

*Pursuant to California Government Code Section 54957.5, this agenda and complete Board packet are available for public inspection on the web at [McKinleyvillecsd.com/minutes](http://McKinleyvillecsd.com/minutes) or upon request at the MCSD office, 1656 Sutter Road, McKinleyville. A complete packet is also available for viewing at the McKinleyville Library at 1606 Pickett Road, McKinleyville. If you would like to receive the complete packet via email, free of charge, contact the Board Secretary at (707)839-3251 to be added to the mailing list.*

*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.*