

Mission statement of McKinleyville Community Services District:

"Provide McKinleyville with safe, adequate and reliable utility, 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, December 4, 2013
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

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 November 6, 2013 **Pg.4**
 - a. Attachment 1-Draft Minutes from November 6, 2013 Regular Meeting **Pg.5**
- D.2 Consider approval of October, 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.34**
 - a. Attachment 1-Central Estates Phase 2b Subdivision APN 508-252-001 **Pg.35**
 - b. Attachment 2-Santos Subdivision Phase 1 & 2 APN 508-232-3 & 508-351-39 **Pg.36**

E. CONTINUED AND NEW BUSINESS

- E.1 MCSD Election results (Final Election Night Unofficial Results) **Pg.37**
 - a. Attachment 1-Post Election Update – Unofficial dated 11.13.13 **Pg.40**
- E.2 Presentation of CWEA nominations and awards **Pg.41**
 - a. Attachment 1-James Henry nomination for Supervisor of the Year **Pg.43**
 - b. Attachment 2-Bill McBroome nomination for Electrical person of the Year **Pg.44**
 - c. Attachment 3-Chris Jones nomination for Mechanical Tech. of the Year **Pg.45**
 - d. Attachment 4-John Morgan nomination for Operator of the Year **Pg.46**
 - e. Attachment 5-MCSD nomination for Safety: Plant of the Year **Pg.47**
- E.3 Consider approval of the FY 2015 STRATEGIC PLAN (SP) after annual workshop for update to reflect current and future conditions and improved format **Pg.48**
 - a. Attachment 1-McKinleyville Community Services District Strategic Plan for Fiscal Years 2015-2020 **Pg.50**
- E.4 Accept revisions to Board Policy Manual (BPM) **Pg.86**
 - a. Attachment 1-Selected sections of MCSD Board Policy Manual (proposed changes in red) **Pg.87**
- E.5 Accept New Board Member Orientation Process **Pg.94**

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/Mayo (alternate))
- i. McKinleyville Municipal Advisory Committee (Edwards/Corbett (alternate))

F.2. STAFF REPORTS

- a. Support Services Department (Colleen M.R.Trask) **Pg.96**
- b. Operations Department (James Henry) **Pg.97**
- c. Parks and Recreation Department (Jason Sehon) **Pg.100**
- d. General Manager (Greg Orsini) **Pg.104**
 - a. Attachment-1 WWMF Report for October 2013 **Pg.107**
 - b. Attachment-2 Letter of appreciation from HWMA for use of MCSD conference room **Pg.110**

F.3. PRESIDENT'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

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

I. ADJOURNMENT

Posted 5:00 pm on November 27, 2013