



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, MARCH 4, 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 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.

B.1 Conduct Public Hearing for the Annual Levy of Assessments (Fiscal Year 2015/2016) for the Measure B Maintenance Assessment District -- Renewal for Parks, Open Space, and Recreational Facilities

Consider adopting Resolution 2015-05; Approving the Annual Engineer's Report; Fiscal Year 2015/2016; McKinleyville Community Services District; Measure B Maintenance Assessment District (Renewal for Parks, Open Space, and Recreational Facilities), including the assessment diagram connected therewith

Consider adopting Resolution 2015-06; Ordering the levy and Collection of Assessments within the Measure B Maintenance Assessment District (Renewal for Parks, Open Space, and Recreational Facilities) for Fiscal Year 2015/2016

Pg. 5

Attachment 1 – Resolution 2015-05

Pg. 8

Attachment 2 – Resolution 2015-06

Pg. 10

Attachment 3 – Engineer's Report

Pg. 13

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 February 4, 2014 **Pg. 44**

Attachment 1 – Draft Minutes from February 4, 2015 **Pg. 45**

D.2 Consider approval of January 2015 Treasurer's Report **Pg. 50**

D.3 DCV Violations this month **Pg. 72**

D.4 Consider approval of update of the fee schedule for Hiller Sports Complex **Pg. 73**
Attachment 1 – Fee Schedule **Pg. 75**

E. CONTINUED AND NEW BUSINESS

E.1 Consider Adoption of Resolution 2015-04 Recognizing, honoring and commending Diane Sloane for twenty (20) years of service **Pg. 76**
Attachment 1 – Resolution 2015-04 **Pg. 77**

E.2 Approve Resolution 2015-07 amending the Rules and Regulations, Rules 40.01.c & 40.01.d MEMBERSHIP and Rule 40.04.c. TERMS OF OFFICE **Pg. 78**
Attachment 1 – Resolution 2015-07 **Pg. 80**

E.3 Consider appointments for vacant positions on the Recreation Advisory Committee between four (4) applicants (Bill Prescott, Addison O'Hanen Jenny Bowen and Mary Burke) **Pg. 82**
Attachment 1 – Letter of Interest from Bill Prescott **Pg. 85**
Attachment 2 – Letter of Interest from Addison O'Hanen **Pg. 86**
Attachment 3 – Letter of Interest from Jenny Bowen **Pg. 87**
Attachment 4 – Letter of Interest from Mary Burke **Pg. 88**

- E.4 Consider participation in Household Hazardous Waste Collection Event at Pierson Park on July 18, 2015. **Pg. 89**
Attachment 1 – Humboldt Waste Management Authority Letter or Request **Pg. 91**
- E.5 Consider authorization for the General Manager to enter into a contract agreement with Rural Community Assistance Corporation for a median income survey for the McKinleyville Community Services District sewer service area **Pg. 92**
Attachment 1 - Proposal from Rural Community Assistance Corporation for a Third Party Income Survey **Pg. 94**
- E.6 Consider approval of Senior Center Management Services and Usage Agreement **Pg. 96**
Attachment 1 – Senior Center Management Services and Usage Agreement **Pg. 98**
Attachment 2 – Schedule for Use of Azalea Hall **Pg. 109**
- E.7 Consider authorizing the Board Secretary to apply for the Recognition in Special District Governance on behalf of the three eligible Directors **Pg. 110**
Attachment 1 – Recognition in Special District Governance Application **Pg. 112**
- E.8 Consider authorization to attend the 2015 Special District Legislative Days (SDLD) on May 19 & 20, 2015 in Sacramento, CA **Pg. 114**
Attachment 1 – Legislative Days Brochure **Pg. 116**
- E.9 Consider travel and attendance for the Association of California Water Agencies (ACWA) 2015 Spring Conference and Exhibitor Showcase in Sacramento, May 5-8, 2015 **Pg. 118**
Attachment 1 – ACWA Spring Conference Preliminary Agenda **Pg. 120**
Attachment 2 – Pricing Reference Sheet **Pg. 121**
Attachment 3 – Registration Terms & Conditions **Pg. 122**
- E.10 Consider discussion of the FY2015-16 Draft Capital Improvement Plan for the Operational Funds: Water, Wastewater, and Streetlights **Pg. 123**
Attachment 1 – Draft Capital Improvement Plan for Operations **Pg. 125**
Attachment 2 – Draft Operations CIP Narrative **Pg. 128**
- E.11 Consider approval of Hiller Sports Complex Facility Use Agreement Contracts **Pg. 131**
Attachment 1 – 2015 ASA Agreement **Pg. 133**
Attachment 2 – 2015 Babe Ruth Agreement **Pg. 148**
Attachment 3 – 2015 McKinleyville Little League Agreement **Pg. 163**

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. 178**
- b. Operations Department (James Henry) **Pg. 179**
- c. Parks & Recreation Department (Jason Sehon) **Pg. 183**
- d. General Manager (Greg Orsini) **Pg. 185**
Attachment 1 – WWMF January 2015 Self Monitoring Report **Pg. 187**

F.3 PRESIDENT’S REPORT

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

G. ADJOURNMENT

Posted 5:00 pm on February 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.