Mission statement of McKinleyville Community Services District:
"Provide McKinleyville with safe and reliable water, wastewater, lighting, open space, parks and recreation,library services, and other apprpriate services to an urban community 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, OCTOBER 6, 2021 AT 7:00pm
Location: Azalea Hall - 1620 Picket Road, McKinleyville
OR

TELECONFERENCE Via ZOOM & TELEPHONE:
Use ZOOM MEETING ID: 859 4543 6653 (https://us02web.zoom.us/j/85945436653**) or DIAL IN TOLL FREE: 1-888-788-0099 (No Password Required!)**

To participate, please attend in person,teleconference using the toll free number listed above, or join through the internet at the Zoom App with weblink and ID number listed above, or the public may submit written comments to the Board Secretary at: comments@mckinleyvillecsd.com up until 4:30 p.m. on Tuesday, October 5, 2021.

All Public Comment received before the above deadline will be provided to the Board at 9 a.m. on Wednesday, October 6, 2021 in a supplemental packet information that will also be posted on the website for public viewing.

For those participating in person at Azalea Hall, masks are required.

Please note that, due to potential technical difficulties, the connectivity and/or quality of the Zoom meeting cannot be guaranteed. **If you have public input to provide on an agenda item, it is recommended you attend in person at Azalea Hall or submit written comments as outlined above**.

AGENDA
7:00 p.m.

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.

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.

E. CONTINUED AND NEW BUSINESS

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. Parks and Recreation Committee (Binder/Clark-Peterson)
b. Area Fund (John Kulstad/Clark-Peterson)
c. Redwood Region Economic Development Commission (Clark-Peterson/Binder)
d. McKinleyville Senior Center Board Liaison (Clark-Peterson/Binder)
e. Audit (Orsini/Couch)
f. Employee Negotiations (Couch)
g. McKinleyville Municipal Advisory Committee (Orsini)
h. Humboldt Local Agency Formation Commission (Couch)
i. Environmental Matters Committee (Couch/Clark-Peterson)
j. AdHoc Committee – Community Forest (Mayo/Orsini)
k. AdHoc Committee – Latent Powers (Couch/Orsini)

F.2 LEGISLATIVE AND REGULATORY REPORTS

F.3 STAFF REPORTS

F.4 PRESIDENT'S REPORT

F.5 BOARD MEMBER COMMENTS, ANNOUNCEMENTS, REPORTS AND AGENDA ITEMS REQUESTS

G. ADJOURNMENT

Posted 5:00 pm on October 1, 2021

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 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.

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McKinleyville Community Services District

BOARD OF DIRECTORS

October 6, 2021 TYPE OF ITEM: **ACTION**

ITEM: B.1 **Public Hearing on Proposed Assessment and Formation of Open Space Maintenance Zone (OSMZ) # 28 and Consider Adoption of Resolutions 2021-22, for Avelar/Imeson OSMZ**

PRESENTED BY: **Patrick Kaspari, General Manager**

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

1. Staff recommends that Board review pertinent information;
2. Open the public hearing process to accept protests related to the formation of this Open Space Maintenance Zone;
3. Close the Public Hearing process;
4. Accept the final tally report, there is only one eligible ballot and it is an affirmative vote;
5. Accept public comment;
6. Adopt Resolution 2021 – 22 for Formation of Avelar/Imeson Open Space Maintenance Zone # 28, **Attachment 1**, by roll call vote.

Discussion:

Mr. Avelar & Mr. Lazar are developing the thirteen (13) lot Avelar Subdivision on Imeson Road in McKinleyville. Mr. Avelar represents a majority of the property owners within the proposed OSMZ. The subdivision is currently under development, and Mr. Avelar & Mr. Lazar request the OSMZ be formed, but at this time has requested MCSD delay assuming the role of maintain the OSMZ (and charging OSMZ fees) until after some of the subdivision lots are sold. The OSMZ allows the District to perform the role of maintaining the OSMZ after the developer has constructed the improvements to District standards and has dedicated the completed facilities to the District.

Attachment 3 is a completed Ballot Packet detailing the expected monthly costs for the assessment district, **Attachment 2 Exhibit B**, and site plan showing approximate location, **Attachment 2 Exhibit A. Attachment 1** is draft Resolution 2021 – 22 forming the Zone. Pursuant to Proposition 218, the process included preparation of the Engineer's Report and ballot. The

Engineer's Report and ballot were mailed to the developer, as majority owner of the properties included in the proposed Open Space Maintenance Zone. The ballot was returned with a vote in support of the proposed assessment.

Staff has posted notice of this hearing and has mailed notice to the developer.

The Board should note that this is a protest hearing.

Alternatives:

Staff's analysis includes the following potential alternative:

- Take no action

Fiscal Analysis:

The Draft Engineer's Reports, **Attachments 2**, distributes the direct expense of all costs for the Open Space Zone to the owners of the property within the proposed zone. A monthly administrative fee for the District's estimated administration, maintenance of the OSMZ are included in the cost division formula. Therefore, the proposed zones will have no fiscal impact on the District.

Environmental Requirements:

Environmental requirements were a condition of subdivision approval through the County of Humboldt.

Exhibits/Attachments

- Attachment 1 – Resolution 2021 - 22 for OSMZ #28
- Attachment 2 – OSMZ #28 Engineers Report w/ Exhibit A and B
- Attachment 3 – OSMZ #28 Completed Ballot w/ Notice

RESOLUTION 2021 - 22

A RESOLUTION OFTHE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT ESTABLISHING AVELAR/IMESON OPEN SPACE MAINTENANCE ZONE (OSMZ) #28 AND CONFIRMING AN ONGOING ASSESSMENT IN CONNECTION WITH SUCH ZONE

WHEREAS, the development of the Avelar/Imeson Subdivision (the "Subdivision") will necessitate the District's operation and maintenance of the Detention Basin (Parcel A) and drainage ditch (Area B) within the proposed project area described as APN 510-441-001; and

WHEREAS, Section 61122 of the California Government Code authorizes the District to levy benefit assessments for operations and maintenance consistent with the requirements of Article XIII D of the California Constitution; and

WHEREAS, Article 7 of the District's Rules and Regulations authorizes the formation of Open Space Maintenance Zone as a manner of exercising the District's authority under Section 61122 of the California Government Code; and

WHEREAS, by its Resolution No. 2021-22 (the "Initiating Resolution"), the District Board proposed the formation of its Avelar/Imeson Subdivision Open Space Maintenance Zone #28 (the "Zone") to fund the operation and maintenance of the Improvements through the levy of an assessment (the "Assessment") in the Project Area; and

WHEREAS, the boundaries of the Zone are the boundaries of the Project Area; and

WHEREAS, the Initiating Resolution preliminarily approved an Engineer's Report for the Zone (the "Engineer's Report"), which is on file in the District's offices and available for public inspection; and

WHEREAS, on October 6, 2021, the District Board held a full and fair public hearing (the "Hearing") regarding the proposed Assessment and the formation of the Zone; and

WHEREAS, notice of the Hearing, including assessment ballots, was mailed to the record owner of the parcels as required by Article XIII D, Section 6 of the California Constitution; and

WHEREAS, at the Hearing, a stamped Engineer's Report (the "Final Engineer's Report"), which is on file in the District's offices and available for public inspection, was presented to the District Board may provide additional detail that is not inconsistent with the contents of the Engineer's Report preliminarily approved by the District Board; and

WHEREAS, the District has accepted and tabulated the returned assessment ballot in the manner required by Exhibit A to the Initiating Resolution; and

WHEREAS, there being no majority protest against the Assessment, the District Board now desires to form the Zone and levy the Assessment.

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of the McKinleyville Community Services District does hereby:

1. Approve the Final Engineer's Report and makes reference to the Engineer's Report for a complete description of the boundaries of the Zone, of the nature of the Improvements, and of the amount of the Assessment;
2. Forms the Zone, orders the Improvements and confirms the Assessment;
3. Finds that:
   a. There is no majority protest against the Assessment pursuant to Article XIII D, Section 4(e) of the California Constitution.
   b. The Final Engineer's Report is the "detailed engineer's report" describing the Assessment.
   c. No Assessment levied with respect to a parcel will exceed the reasonable cost of the proportional special benefit conferred upon that parcel by the operation and maintenance of the Improvements.
   d. The Assessment, as approved by this Resolution, includes the implementation in future years of the inflation adjustment set forth in the Final Engineer's Report. Such implementation does not constitute an increase of the Assessment.

ADOPTED, SIGNED AND APPROVED at a duly called meeting of the Board of Directors of the McKinleyville Community Services District on October 6, 2021 by the following polled vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
Dennis Mayo, Board President

Attest:

_____
April Sousa, Board Secretary

ENGINEER'S REPORT

AVELAR / IMESON SUBDIVISION
OPEN SPACE MAINTENANCE ZONE #__
DEVELOPER INITIATED OPEN SPACE MAINTENANCE ZONE

This report outlines a proposed Open Space Maintenance Zone for the **AVELAR / IMESON SUBDIVISION.** The site plan, which constitutes a map of the Zone and delineates the boundaries of the Zone, is attached hereto as **Exhibit A,** and incorporated herein by reference.

The facilities to be maintained include a stormwater detention basin located in the subdivision and identified as "Parcel A" on the subdivision map on-file in the Recorder's Office in the County of Humboldt as Tract No._____, recorded _____, 202_, in Book __ of Maps, Pages ___-___, the "Parcel A" landscape strip adjacent to the sidewalk fronting Avelar Court and Imeson Road, and a stormwater vegetated swale identified as "Area B" along Imeson Road, as shown hereto on **Exhibit A**. Excluded from maintenance by this zone is the landscaping within the residential lots in the subdivision along Avelar Court, which will be the responsibility of the individual lot owners fronting each segment.

Exhibit A – SITE PLAN
The site plan shows the approximate location of the facilities included in the Zone. All facilities are to be maintained to specifications of the County of Humboldt and the McKinleyville Community Services District.

All residential lots within the Zone will equally share the cost of maintenance and overhead for the facilities. There are **13** residential lots within the Zone.

Exhibit B – COST ESTIMATE
The cost estimate, attached and incorporated herein by reference, details the current estimated costs and expenses for maintenance of the Zone.

Present monthly costs per lot are summarized as follows:

$15.00 per month (1/13 share) of the estimated cost for maintenance, insurance, and inspection.
$0.50 per month charge for Administrative Fees
$15.50 total assessment per lot per month

The cost estimate is a determination of the cost of the special benefit to each parcel within the Zone from the operation and maintenance of the facilities shown on the site plan. The stormwater vegetated swale and detention basin permits the orderly and safe drainage of stormwater from the stormwater system serving the assessed parcels in the subdivision. Furthermore, the stormwater vegetated swale and detention basin provides open space to the assessed parcels.

Maintenance in the Zone will require 20 visits per year, for a total of 20 hours of effort. This includes once per month visits between August – March, and three visits per month in April – July. Maintenance in the Zone is anticipated to require the following:

"Parcel A"

- Weeding the landscape strip fronting Avelar Court and Imeson Road.
- Mowing the top and side slopes of the basin.
- Weeding invasive species from the pond bottom (Native plantings placed for stormwater treatment to remain).
- Removing debris from the storm drain inlet pipe and basin outlet structure.
- Repairing the basin perimeter fence as required.

"Area B"

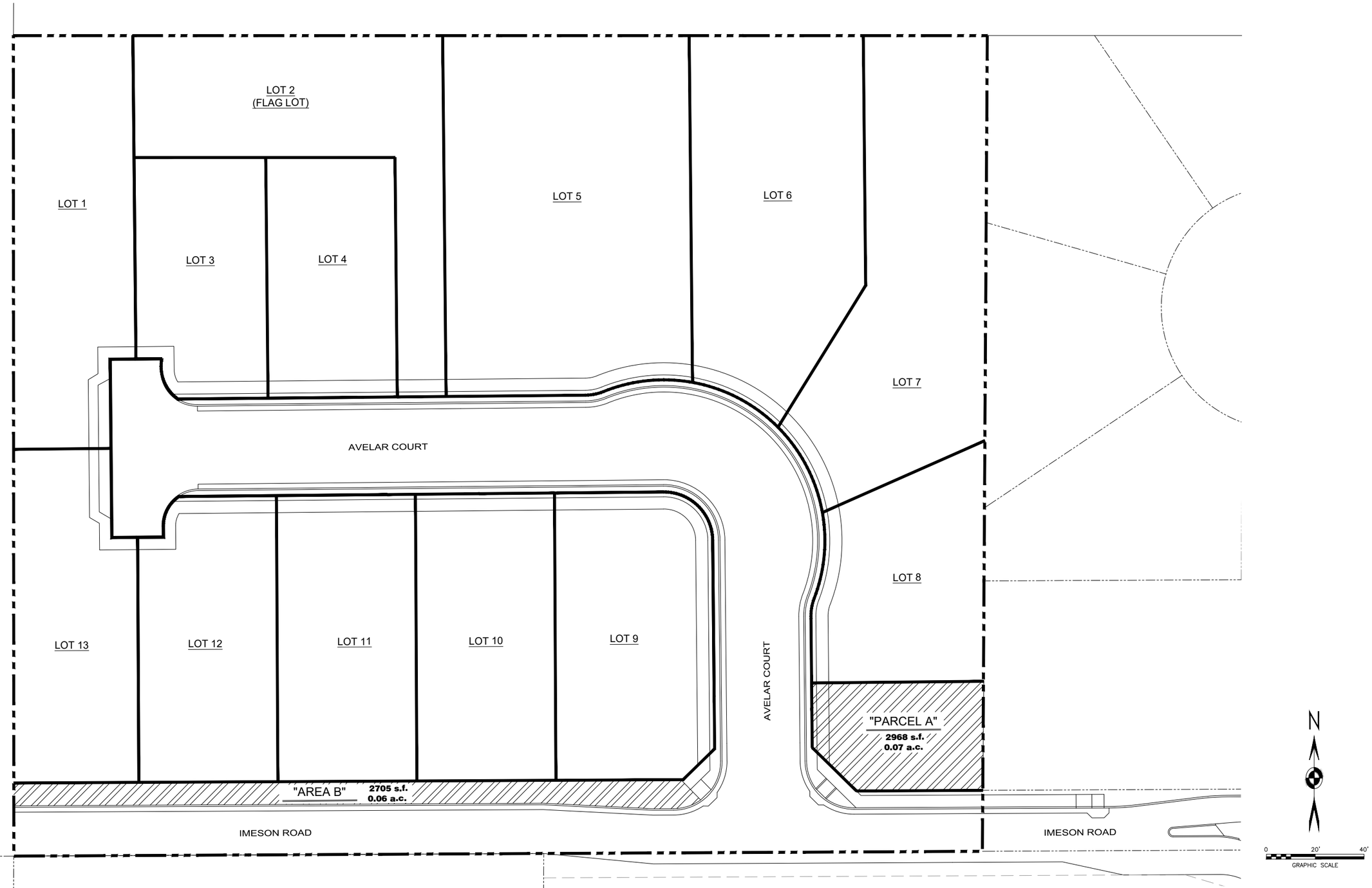
- Mowing the vegetated swale.
- Removing debris from the storm drain outlet structure leaving the swale.

There is no general benefit from the facilities because the assessed parcels constitute all of the residential parcels within the geographically distinct subdivision that constitutes the Zone. Parcels outside of the Zone are in a different geographically distinct area, served by different facilities. Thus, each assessed parcel in the subdivision will have essentially equal proximity to (and special benefit from) improvements regardless of the parcel's location within the Zone. Lastly, the assessed parcels are planned as single family residential parcels, of roughly similar size, meaning that each parcel will receive an equal share of the special benefit.

The total assessment per lot per month is estimated in 2021 dollars. This monthly assessment (aside from the fifty cent administrative fee) may be adjusted annually, beginning **July 1st, 2022,** to reflect the change in prices as set forth in the California Department of Finance's "Price and Population" calculation. However, in no event will the assessment per lot be increased higher than the upcoming year's total expected cost of maintenance, insurance, administrative, and inspection divided by the number of parcels subject to the assessment.

The assessment will be collected on the water/sewer bill and administered pursuant to Regulation 73 of the District.

6-24-21



SCHILLINGER ENGINEERING
CIVIL ENGINEERING SOLUTIONS
P.O. BOX 1183
ARCATA, CA 95518
PH (707) 834-6169

HENRY AVELAR

AVELAR / IMESON SUBDIVISION

OPEN SPACE
MAINTENANCE ZONE MAP
MCSD MAINTENANCE ZONE #__

JOB NUMBER 03-AVELAR

SHEET 1 OF 1

EXHIBIT A

EXHIBIT B

AVELAR / IMESON SUBDIVISION
OPEN SPACE MAINTENANCE ZONE #__
MAINTENANCE COST ESTIMATE

Item Description	**Annual Cost**
Avelar "Parcel A" (Basin) & Avelar "Area B" (Vegetated Swale)	$1100.00
Insurance (Lump Sum Annual Cost)	$500.00
Admin & Inspection ($75/hr x 10hrs/yr)	$750.00
Total Annual Cost:	$2350.00
Annual Cost per Lot @ 13 Total Lots:	$180.77
Subtotal Assessment / Lot / Month:	**$15.06**
Administrative Fee / Lot / Month:	$0.50
Total Assessment / Lot / Month (Call):	**$15.50**

RECEIVED

AUG 30 2021

McK. C.S.D.

McKinleyville Community Services District
P.O. Box 2037
McKinleyville, CA 95519
(707) 839-3251

HENRY AVELAR
1055 IMESON AVE
MCKINLEYVILLE, CA 95519

OFFICIAL ASSESSMENT BALLOT

AVELAR/IMESON SUBDIVISION OPEN SPACE MAINTENANCE ZONE #28

To complete your ballot, mark an (X) in the voting square before the word "YES" or before the word "NO" below, sign and date the ballot, and return the entire ballot to the McKinleyville CSD. If you wrongly mark, tear, or deface this ballot, return it to the McKinleyville CSD Office to obtain a replacement ballot. Please see the back of this sheet for information about your assessment ballot and instructions for completion and delivery of the assessment ballot. This ballot will be accepted and tabulated pursuant to adopted "Procedures for the Completion, Return, and Tabulation of Assessment Ballots." All ballots must be *received* by MCSD no later than the close of testimony at the public hearing scheduled for October 6, 2021 at 7:00 pm.

BALLOT

Assessor's Parcel Number: APN 510-441-001

Avelar/Imeson Subdivision

Your Parcel's Proposed Monthly Assessment Amount is: $15.50 per month for each developed residential parcel, subject to inflation adjustment as disclosed on the attached notice.

☒ **Yes**, I support the proposed assessment with respect to the property identified on this ballot.

☐ **No**, I oppose the proposed assessment with respect to the property identified on this ballot.

I hereby declare, under penalty of perjury that I am the majority owner or the authorized representative of the property identified on this ballot.

Signed Henry Avelar Date 8-29-21

INFORMATION ABOUT YOUR ASSESSMENT BALLOT AND INSTRUCTIONS FOR COMPLETION AND DELIVERY OF ASSESSMENT BALLOT PROCEDURE

To Cast Your Ballot: Completed ballots may be personally delivered to the McKinleyville CSD located at 1656 Sutter Rd, McKinleyville, California 95519; or may be mailed to the McKinleyville CSD Office P.O. Box 2037 McKinleyville, CA 95519. (A return envelope has been provided for your convenience). Ballots can also be submitted at the public hearing. If you return your ballot by mail, please be sure to allow time for mail delivery; the McKinleyville CSD must receive all ballots no later than the end of the public testimony at the Public Hearing scheduled for October 6, 2021. If you damage or misplace your ballot, a replacement ballot can be obtained from the McKinleyville CSD Office upon request. **All ballots returned must be submitted in a sealed envelope that clearly indicates an Assessment Ballot is enclosed and the ballot must be clearly marked to indicate either a "Yes" or "No" vote and signed, otherwise the ballot will be rejected and not counted.** A ballot previously submitted, may be withdrawn at any time prior to the close of the public hearing by request to the McKinleyville CSD Office by the person(s) that signed the submitted ballot. An assessment ballot may be changed at any time prior to the end of the Public Hearing by requesting a withdrawal of the previous ballot and requesting a replacement ballot. Only the person signing the ballot may make such a request. The replacement ballot must be received by the Secretary of the Board prior to the deadline set forth above.

If you have questions: Should you have any questions prior to the public hearing, you may call Patrick Kaspari, General Manager at (707) 839-3251 during regular business hours.

McKinleyville CSD
1656 Sutter Road
McKinleyville, CA 95519

*Completed ballots MUST be received by the Secretary of the Board no later than the close of the public testimony portion of the Public Hearing which is scheduled to begin on **October 6, 2021 at 7:00 pm.**, at Azalea Hall located at the 1620 Pickett Road, McKinleyville, CA*

How to cast your ballot:

1. ☑ Check Yes or No
2. Sign and date it
3. Return to the McKinleyville CSD on or before Wednesday, October 6, 2021 in accordance with the deadlines referenced above

MCKINLEYVILLE COMMUNITY SERVICES DISTRICT
NOTICE OF PUBLIC HEARING AND PROPOSED ASSESSMENT
AVELAR/IMESON SUBDIVISION OPEN SPACE MAINTENANCE ZONE #28

On August 4, 2021 by its Resolution No. 2021 – 21, the Board of Directors of the McKinleyville Community Services District (MCSD) proposed the formation of Avelar/Imeson Subdivision Open Space Maintenance Zone # 28 (the Zone). You are being provided this notice because you are the majority owner of the land in the Zone that will be subject to a special assessment if the Zone is formed.

The purpose of the Zone is to fund maintenance and operation of Detention Basin and Drainage Ditch Facilities in the Zone.

The proposed assessment is $15.50 per month for each developed residential parcel, to be collected on the water and sewer bill for the parcel. This includes fifty cents per month to cover administrative costs. At build out, with 13 assessable parcels, the total assessment within the Zone will be $195.83 per month. This is an ongoing assessment that will be collected indefinitely without sunset. This monthly assessment (aside from the fifty cent administrative fee) may be adjusted annually to reflect the change in prices as set forth in the California Department of Finance's "Price and Population" calculation. However, in no event will the assessment per lot be increased higher than the upcoming year's total expected cost of utilities, maintenance and overhead associated with the Zone facilities divided by the number of parcels subject to assessment.

Reference is made to the Engineer's Report for the proposed Zone (attached) for a more complete description of the facilities and landscaping to be maintained and operated, as well as a map of the Zone.

Public Hearing

On October 6, 2021 at 7:00 pm at Azalea Hall, 1620 Pickett Road, McKinleyville, CA the Board of Directors of MCSD will hold a public hearing on the formation of the Zone and on the proposed assessment. At the hearing, the Board will consider oral and written testimony (and written objections and protests) regarding the proposed assessments. The enclosed assessment ballot may be returned to MCSD at the hearing, or may be mailed or hand delivered to MCSD prior to the hearing. The Board will not impose the assessment if, upon the conclusion of the hearing, ballots submitted in opposition to the assessment exceed the ballots submitted in favor of the assessment. In tabulating the ballots, the ballots will be weighted according to the proportional financial obligation of the affected property (i.e.: the amount of the assessment).

If you have questions about this notice or the proposed assessment, please contact Patrick Kaspari, General Manager at (707) 839-3251. Completed Assessment Ballots, as well as written comments and protests for the Board's consideration at the hearing, can be delivered to the CSD at its office located at 1656 Sutter Road, McKinleyville, California.

McKinleyville Community Services District

BOARD OF DIRECTORS

October 6, 2021 TYPE OF ITEM: **ACTION**

ITEM: D.1 **Consider Approval of the Minutes of the Board of Directors**

PRESENTED BY: **April Sousa, Board Secretary**

TYPE OF ACTION: **Roll Call Vote – Consent Calendar**

Recommendation:

Staff recommends the approval of the Minutes of the Board of Directors for the September 8, 2021 Regular Board Meeting

Discussion:

The Draft minutes are attached for the above listed meetings. A reminder that the minutes are approved by the legislative body that is the Board of Directors, not individual members of the Board who were present at a meeting.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Draft Minutes from September 8, 2021 Regular Board Meeting

MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT HELD ON WEDNESDAY, SEPTEMBER 8, 2021 - 7:00 P.M.
IN PERSON AT AZALEA HALL – 1620 PICKETT ROAD, MCKINLEYVILLE, CALIFORNIA
and
TELECONFERENCE Via ZOOM & TELEPHONE:
ZOOM MEETING ID: 859 4543 6653 (https://us02web.zoom.us/j/85945436653) and TOLL FREE: 1-888-788-0099

AGENDA ITEM A. CALL TO ORDER:

A.1 Roll Call: The regular session of the Board of Directors of McKinleyville Community Services District convened at 7:00 pm with the following Directors and staff in attendance in person at Azalea Hall:

Dennis Mayo, President
David Couch, Vice President
Scott Binder, Director
Greg Orsini, Director
Joellen Clark-Peterson, Director

Pat Kaspari, General Manager (via Zoom)
April Sousa, Board Secretary
Joseph Blaine, IT Specialist
Colleen Trask, Finance Director
Lesley Frisbee, Parks & Recreation Director
James Henry, Operations Director

A.2 Pledge of Allegiance: The Pledge of Allegiance was led by Director Clark-Peterson

A.3 Additions to the Agenda: There were no additions to the agenda.

A.4 Approval of the Agenda:

Motion: It was moved to approve the agenda as delivered.
Motion by: Director Orsini ; **Second:** Director Binder
There were no comments from the Board or public.
Roll Call: Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None
Motion Summary: Motion Passed

AGENDA ITEM B. PUBLIC HEARINGS:

None

AGENDA ITEM C. PUBLIC COMMENT AND WRITTEN COMMUNICATIONS:

There was no public comment.

AGENDA ITEM D. CONSENT CALENDAR:

D.1 Consider Approval of the Minutes of the Board of Directors

D.2 Consider Approval of July DRAFT 2021 Treasurer's Report

D.3 Compliance with State Double Check Valve (DCV) Law

Item D.3 was pulled from the Consent Calendar as it was no longer valid. All accounts listed had come into compliance prior to the Board meeting.

Motion: It was moved to approve the Consent Calendar items D.1 and D.2.
Motion by: Director Binder; **Second:** Director Couch
There were no comments from the Board or public.
Roll Call: Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None
Motion Summary: Motion Passed

AGENDA ITEM E. CONTINUED AND NEW BUSINESS:

E.1 Approval to Proceed with Potential Issuance of $8.5M in Public Bond Sales to Finance District Match for 4.5M Gallon Water Tank & Three Highway 101 Sewer Crossings and First Water & Sewer Mainline Replacement Project

General Manager Kaspari reviewed the staff report and introduced Rick Brandis from Oppenheimer & Co. Inc. to continue the presentation. Director Orsini asked clarification on the term and interest rate for the refinance of the Davis-Grunsky loan.

Director Orsini noted that all the projects were grant funded. He also noted that the value present in the tables is the value now and not thirty years from now.

There was no public comment.

Finance Director Colleen M.R. Trask noted that the overall interest rate for the public bond was still lower than then the private opportunities.

Director Binder asked clarification on the Davis-Grunsky loan current rate. Finance Director clarified the amount and noted that it was also found in the treasurer report.

Motion: It was moved to approve and authorize staff to contract with Brandis Tallman, a division of Oppenheimer & Co. Inc., as bond underwriter and appropriate Bond Counsel to develop prospectus and request Bond Rating from Standard & Poor's for a 30-year, $8.5M public bond sale.
Motion by: Director Orsini; **Second:** Director Binder
Roll Call: Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None
Motion Summary: Motion Passed

E.2 Review Microgrid Construction Schedule and Review Groundbreaking Dates

General Manager Kaspari reviewed the information presented in the staff report. The Board agreed with the proposed date. President Mayo asked staff to review what dates work within staff's schedule. Director Orsini noted he may have a potential conflict on the 18th of October. President Mayo asked that each Director discuss conflicts with staff privately to come up with the best date and time.

Director Clark-Peterson asked a clarifying question regarding the invitation of other members of the public. Director Orsini suggested there be a way to RSVP so that staff will have an idea of how many people will be in attendance.

This was an informational item. No action taken.

E.3 Approve Spending Reserve Funding for BMX Park CEQA Analysis

Recreation Director Lesley Frisbee gave an overview of the staff report and agenda item. After the staff report, President Mayo noted that Supervisor Madrone was present in the public and welcomed him.

Director Orsini asked clarification from Finance Director Trask regarding a budget modification that would also need to be completed. It was noted that the Budget Modification and the Notice of Exemption could take place at the same time.

Director Binder asked if Recreation Director Lesley Frisbee how likely it would be for MCSD to be awarded the grant. Recreation Director Frisbee noted that was difficult to say.

Director Binder asked how long the CEQA exemption would be good for. It was noted that CEQA is project specific.

Director Couch asked how the Mid-town trail might be combined with this project.

Because the amount is within the approval authority of the General Manager, it was noted that this item did not need any action. Direction was given to the General Manager to move forward**.**

E.4 Consider First Reading of Ordinance 2021-07 Adding Section 68.05 to Regulation 68, Latent Powers of Article Vi: Miscellaneous, Addressing Reclamation Authorities in the MCSD Rules and Regulations

Board Secretary Sousa reviewed the staff note for this agenda item. It was noted that after the Board packet was distributed, some changes came in regarding language within the Ordinance. This revised Ordinance was provided to the public via Agenda and Packet information on the MCSD website as well as hard copies were available for in person attendance. President Mayo thanked former Director Corbett for bring this to the attention of the Board last year.

Motion: Approve the first reading of Ordinance 2021-07 adding Section 68.05, by title only.
Motion by: Director Orsini; **Second:** Director Clark-Peterson
Roll Call: Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None
Motion Summary: Motion Passed

E.5 Review and Discuss Annual Board Self-Evaluation

This item was tabled from the last Board meeting. All Board members were present to discuss the cumulative Board Self-Evaluation. There was no public comment.

This item was information only. No action taken.

E.6 Consider Approval to Execute Construction Contract for Biosolids Removal Project

General Manager Kaspari gave an overview of this item. Director Orsini asked clarifying questions on the bid process. Director Orsini recommended to staff get the permitting necessary to remove the biosolids to MCSD property, lowering the cost in the future. Director Orsini asked to amend the recommend motion to round the final total amount to $934,270. There was no public comment.

Motion: Award the bid for Treatment Pond Dredging and Biosolids Removal Project to Synagro WWT, Inc. for an amount not to exceed $778,875 with a $70,460 contingency based on solids classification and a 10% project contingency for a total amount of $934,270 and authorize the General Manager to execute the documents to allow the award of the contract and the notice to proceed.
Motion by: Director Orsini; **Second:** Director Binder
Roll Call: Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None
Motion Summary: Motion Passed

E.7 Consider Approval of LAFCO 2020 Municipal Service Review Administrative Draft

General Manager Kaspari gave a review of the item and asked for comments from the Board. It was noted that Director Orsini had provided some comments and questions prior to the meeting which had been forwarded on to LAFCo. The Board directed staff to ask LAFCo to postpone the approval of the Administrative Draft scheduled for their meeting on the 15th to next month, in order to allow for a thorough review by the MCSD Board. There was no public comment

Motion: Move to table the approval to the next MCSD Board meeting in October.
Motion by: Director Orsini; **Second:** Director Couch
Roll Call: Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None
Motion Summary: Motion Passed

AGENDA ITEM F. REPORTS

F.1 ACTIVE COMMITTEE REPORTS

a. **Parks and Recreation Committee (Binder/Clark-Peterson):** Director Binder had nothing further to report from Director Frisbee's report.

b. **Area Fund (John Kulstad/Clark-Peterson):** Did not meet.

c. **Redwood Region Economic Development Commission (Clark-Peterson/Binder):** Director Clark-Peterson gave a brief report, which included information from a presentation by HSU. Director Binder also attended and added to the report.

d. **McKinleyville Senior Center Advisory Council (Clark-Peterson/Binder):** Director Binder gave a short report regarding the meeting on August 18, 2021.

e. **Audit (Orsini/Couch):** It was reported that the Audit committee had a kickoff meeting with the Auditors as well as discussed the financing information in item E.1.

f. **Employee Negotiations (Couch/Mayo):** Did not meet.

g. **McKinleyville Municipal Advisory Committee (Orsini/Binder):** Director Binder was able to log into the zoom while at the CSDA conference for this meeting and gave a brief report.

h. **Local Agency Formation Commission (Couch):** Director Couch reported that the Humboldt LAFCo meeting was coming up and reported on the most recent Cal LAFCo meeting.

i. **Environmental Matters Committee (Couch/Clark-Peterson):** Did not meet.

j. **Ad Hoc Community Forest Committee (Mayo/Orsini):** Director Orsini and Recreation Director Frisbee gave a brief report on the Community Forest Committee recent meeting.

k. **Ad Hoc Latent Powers Committee (Orsini/Couch):** Did not meet but reviewed the Reclamation Ordinance for this meeting.

F.2 LEGISLATIVE AND REGULATORY REPORTS

Director Orsini noted that CSDA now has a national coalition and mentioned there would be grants available.

F.3 STAFF REPORTS

a. **Support Services Department (Colleen M.R. Trask):** Finance Director, Colleen Trask, highlighted a brief overview of the State Water Board process for funds used to pay overdue bill due to COVID-19.

b. **Operations Department (James Henry):** Operations Director, James Henry, had nothing further to add to his written report.

c. **Parks & Recreation Department (Lesley Frisbee):** Recreation Director, Lesley Frisbee had nothing further to report.

d. **General Manager (Patrick Kaspari):** General Manager Kaspari had nothing further to report.

F.3.2 PRESIDENT'S REPORT: Nothing to report.

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

Directors Orsini, Binder and Mayo gave brief reports on the recent CSDA Conference they attended. President Mayo asked Supervisor Madrone if he would speak, who asked MCSD to have a future conversation regarding homelessness.

G. ADJOURNMENT:

Meeting Adjourned at 8:52 P.M.

_____

April Sousa, MMC, Board Secretary

McKinleyville Community Services District
Treasurer's Report
Aug 2021 DRAFT

Table of Contents

Ratios

as of August 31, 2021 - DRAFT

- Utility Accounts Receivable Turnover Days	**12**
- YTD Breakeven Revenue, Water Fund:	**$ 513,428**
- YTD Actual Water Sales:	**$ 702,992**
- Days of Cash on Hand-Operations Checking/MM	**191**

McKinleyville Community Services District
Investments & Cash Flow Report
as of August 31, 2021 - DRAFT

Petty Cash & Change Funds		9,197.46
Cash		
Operating & Money Market - Beginning Balance		4,251,356.70
Cash Receipts:		
Utility Billings & Other Receipts	821,960.25	
Money Market Account Interest	19.10	
Transfers from County Funds #2560, #4240, CalTRUST, Meas. B	-	
Other Cash Receipts (Grants/Other Receivables)	-	
Total Cash Receipts		821,979.35
Cash Disbursements:		
Transfers to County Funds #2560, #4240, CalTRUST	-	
Payroll Related Expenditures (incl. CalPERS UAL pmt)	(237,058.94)	
Debt Service	(726,959.85)	
Capital & Other Expenditures	(327,858.98)	
Total Cash Disbursements		(1,291,877.77)
Operating & Money Market - Ending Balance		3,781,458.28
Total Cash		3,790,655.74
Investments *(Interest and Market Valuation will be re-calculated as part of the year-end close, if material)*		
LAIF - Beginning Balance	138,915.98	
Interest Income	-	
LAIF - Ending Balance		138,915.98
Humboldt Co. #2560 - Beginning Balance	1,998,100.91	
Property Taxes and Assessments	-	
Transfer to/from Operating Cash	-	
Interest Income (net of adjustments)	2,564.23	
Humboldt Co. #2560 - Ending Balance		2,000,665.14
Humboldt Co. #4240 - Beginning Balance	3,412,607.05	
Transfer to/from Operating Cash	-	
Transfer to/from Biosolids Reserve	-	
Interest Income	3,576.60	
Humboldt Co. #4240 - Ending Balance		3,416,183.65
Humboldt Co. #9390 - Beginning Balance	663,032.08	
Reserves Recovery Deposits/Other Bal Withdrawals	-	
Humboldt Co. #9390 - Ending Balance		663,032.08
USDA Bond Reserve Fund - Beginning Balance	176,216.33	
Bond Reserve Payment/Transfer to Service Fund	11,375.71	
Debt Service Payment, Principal/Interest (Net)	(83,625.00)	
Interest Adjustment	0.38	
USDA Bond Reserve Fund - Ending Balance		103,967.42
CalTRUST - Beginning Balance	10,632,605.15	
Net Transfer to/from Designated Reserves: PERS/OPEB	-	
Net Transfer to/from Capacity Fees/Catastrophe/Other Reserves	-	
Net: Interest Income/Unrealized Gain/Loss	2,715.14	
CalTRUST - Ending Balance		10,635,320.29
Total Investments		16,964,102.04
Total Cash & Investments - Current Month		20,754,757.78
Total Cash & Investments - Prior Month		21,288,049.14
Net Change to Cash & Investments This Month		(533,291.36)

Cash & Investment Summary

Cash & Cash Equivalents	20,025,151.42
Davis-Grunsky Loan Reserve	625,638.94
USDA Bond Reserve	103,967.42
Total Cash & Investments	20,754,757.78

McKinleyville Community Services District
Consolidated Balance Sheet by Fund
as of August 31, 2021 - DRAFT

	Governmental Funds			Proprietary Funds		
ASSETS	**Parks & General**	**Measure B**	**Streetlights**	**Water**	**Wastewater**	**Total (Memorandum Only)**
Current Assets						
Unrestricted cash & cash equivalents	$ 1,022,285.85	$ (486,556.61)	$ 76,989.23	$ 8,240,531.38	$ 11,330,553.08	$ 20,183,802.93
Accounts receivable	2,906.65	-	3,437.07	532,374.30	576,008.75	1,114,726.77
Prepaid expenses & other current assets	43,558.34	1,763.89	4,211.75	117,504.94	73,932.30	240,971.22
Total Current Assets	1,068,750.84	(484,792.72)	84,638.05	8,890,410.62	11,980,494.13	21,539,500.92
Noncurrent Assets						
Restricted cash & cash equivalents	189,572.72	-	-	625,638.94	103,967.42	919,179.08
Other noncurrent assets	-	-	-	770,950.75	791,621.69	1,562,572.44
Capital assets (net)	-	-	-	8,291,738.57	28,203,951.31	36,495,689.88
Total Noncurrent Assets	189,572.72	-	-	9,688,328.26	29,099,540.42	38,977,441.40
TOTAL ASSETS	$ 1,258,323.56	$ (484,792.72)	$ 84,638.05	$ 18,578,738.88	$ 41,080,034.55	$ 60,516,942.32
LIABILITIES & FUND BALANCE/NET ASSETS						
Current Liabilities						
Accounts payable & other current liabilities	$ 75,089.34	$ 305.61	$ 561.12	$ 253,748.02	$ 87,148.50	$ 416,852.59
Accrued payroll & related liabilities	110,141.29	-	-	37,472.23	35,996.90	183,610.42
Total Current Liabilities	185,230.63	305.61	561.12	291,220.25	123,145.40	600,463.01
Noncurrent Liabilities						
Long-term debt	-	-	-	2,073,075.91	15,457,614.71	17,530,690.62
Other noncurrent liabilities	-	-	-	4,371,938.52	4,472,341.47	8,844,279.99
Total Noncurrent Liabilities	-	-	-	6,445,014.43	19,929,956.18	26,374,970.61
TOTAL LIABILITIES	185,230.63	305.61	561.12	6,736,234.68	20,053,101.58	26,975,433.62
Fund Balance/Net Assets						
Fund balance	(2,533,186.25)	(485,098.33)	84,076.93	-	-	(2,934,207.65)
Net assets	3,606,279.18	-	-	5,623,841.54	8,280,596.37	17,510,717.09
Investment in captial assets, net of related debt	-	-	-	6,218,662.66	12,746,336.60	18,964,999.26
Total Fund Balance/Net Assets	1,073,092.93	(485,098.33)	84,076.93	11,842,504.20	21,026,932.97	33,541,508.70
TOTAL LIABILITIES & FUND BALANCE/NET ASSETS	$ 1,258,323.56	$ (484,792.72)	$ 84,638.05	$ 18,578,738.88	$ 41,080,034.55	$ 60,516,942.32
Difference in Reclass from Cap Assets to Net Assets:				-	-	
Investment in General Capital Assets	$ 3,147,357.23					
General Long-term Liabilities						
PG&E Streetlights Loan	-					
Meas. B Loan: Teen/Community Center	918,890.00					
OPEB Liability	2,830,881.35	OPEB Liability		2,882,587.78	2,894,654.86	8,608,123.99
CalPERS Pension Liability/Deferred Inflows-Outflows	578,984.59	CalPERS Pension Liability		632,676.35	698,072.98	1,909,733.92
Accrued Compensated Absences	115,011.87					
TOTAL GENERAL LONG-TERM LIABILITIES	$ 4,443,767.81					

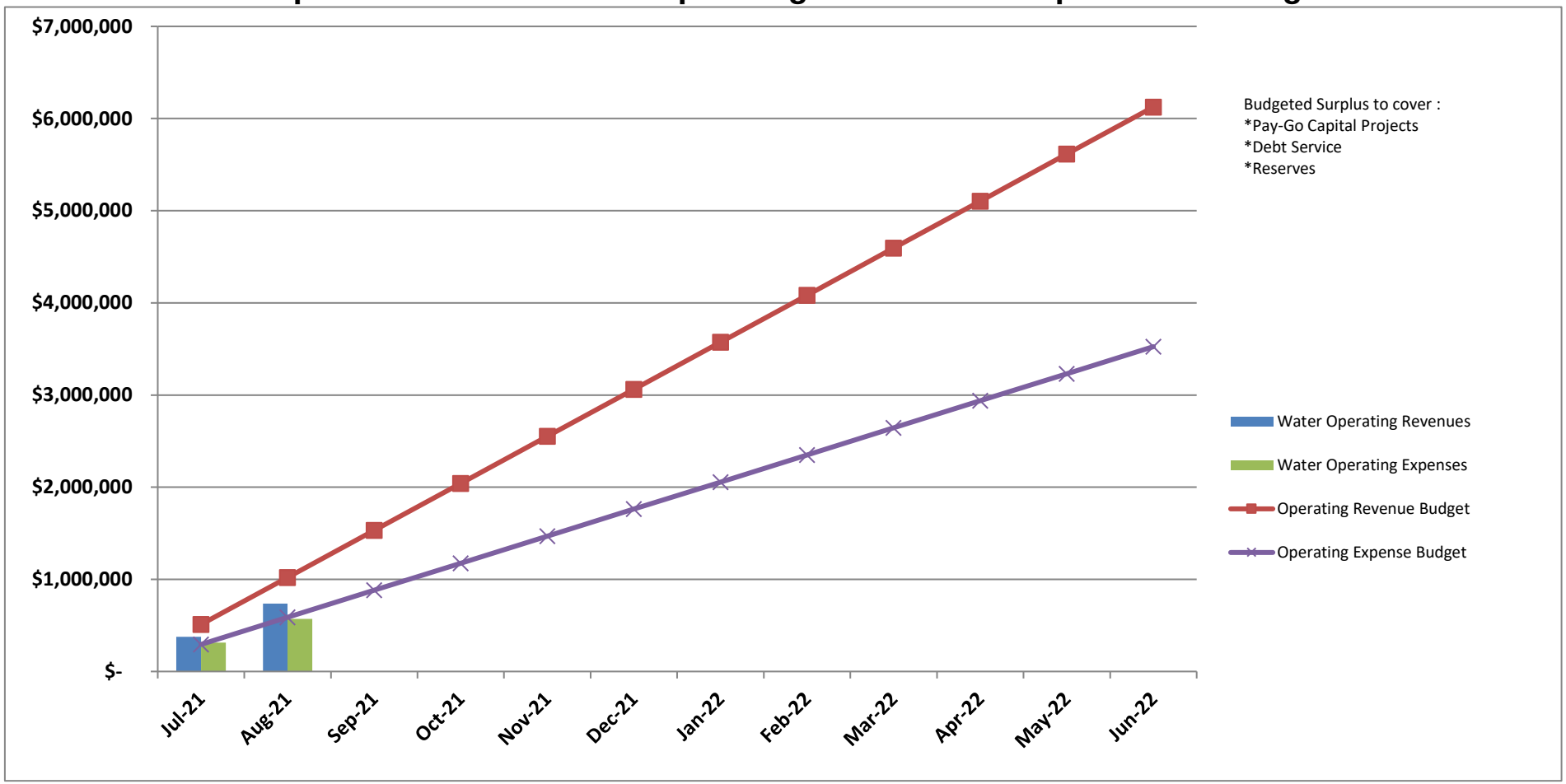
Non-debt Long-term Liabilities (included in Other Non-current Liabilities above)

McKinleyville Community Services District
Activity Summary by Fund, Approved Budget
Aug 2021 DRAFT

Department Summaries	August	% of Year 16.67% YTD	Approved YTD Budget	Over (Under) YTD Budget	Over (Under) YTD Budget %	Notes
Water						
Water Sales	345,597	702,992	698,425	4,567	0.65%	
Other Revenues	14,088	33,209	322,453	(289,244)	-89.70%	Includes YTD Capacity Fees $8,334 Contrib.Construction $0, Grants $0
Total Operating Revenues	359,685	736,201	1,020,878	(284,677)	-27.89%	
Salaries & Benefits	83,579	216,219	187,859	28,360	15.10%	CalPERS UAL pmt in July, not spread over 12 months
Water Purchased	105,456	209,970	192,413	17,557	9.12%	
Other Expenses	35,519	80,275	140,533	(60,258)	-42.88%	Budget spread evenly across 12 months, but actuals vary by project & expenditure
Depreciation	33,333	63,583	66,667	(3,084)	-4.63%	
Total Operating Expenses	257,887	570,047	587,472	(17,425)	-2.97%	
Net Operating Income	101,798	166,154	433,406	(302,102)		
Interest Income	-	2,081	8,333	(6,252)	-75.03%	Interest rates lower than anticipated.
Interest Expense	(4,215)	(8,703)	(16,852)	(8,150)	-48.36%	Budget is spread evenly across 12 months, but actuals vary by loan pmt schedule
Net Income (Loss)	**97,583**	**159,532**	**424,887**	**(265,355)**		
Wastewater						
Wastewater Service Charges	333,194	674,015	696,958	(22,943)	-3.29%	
Other Revenues	19,496	45,562	371,686	(326,124)	-87.74%	Includes YTD Capacity Fees $12,421. Contrib.Constr. $0, Grants $0
Total Operating Revenues	352,690	719,577	1,068,644	(349,067)	-32.66%	
Salaries & Benefits	89,812	245,912	197,526	48,386	24.50%	CalPERS UAL pmt in July, not spread over 12 months
Other Expenses	50,342	101,402	184,134	(82,732)	-44.93%	Budget spread evenly across 12 months, but actuals vary by project & expenditure
Depreciation	102,083	198,750	204,167	(5,417)	-2.65%	
Total Operating Expenses	242,237	546,064	585,827	(39,763)	-6.79%	
Net Operating Income	110,453	173,513	482,817	(309,304)		
Interest Income	-	3,947	12,500	(8,553)	-68.43%	Interest rates lower than anticipated.
Interest Expense	(22,119)	(44,239)	(43,835)	404	0.92%	
Net Income (Loss)	**88,333**	**133,220**	**451,482**	**(318,262)**		
Enterprise Funds Net Income (Loss)	**185,917**	**292,753**	**876,369**	**(583,616)**		

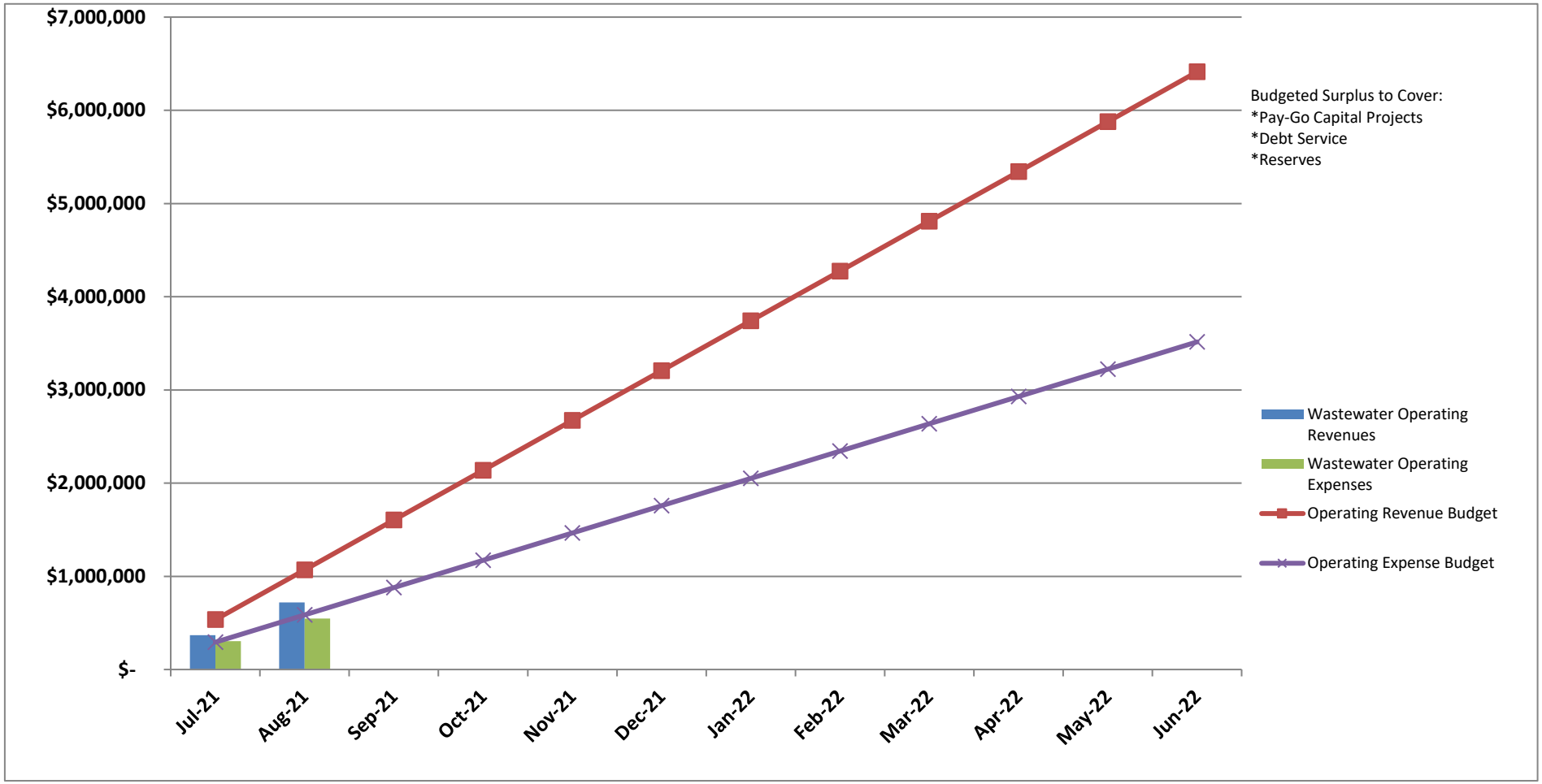
McKinleyville Community Services District
Aug 2021 DRAFT

Comparison of Water Fund Operating Revenues & Expenses to Budget



McKinleyville Community Services District
Aug 2021 DRAFT

Comparison of Wastewater Fund Operating Revenues & Expenses to Budget

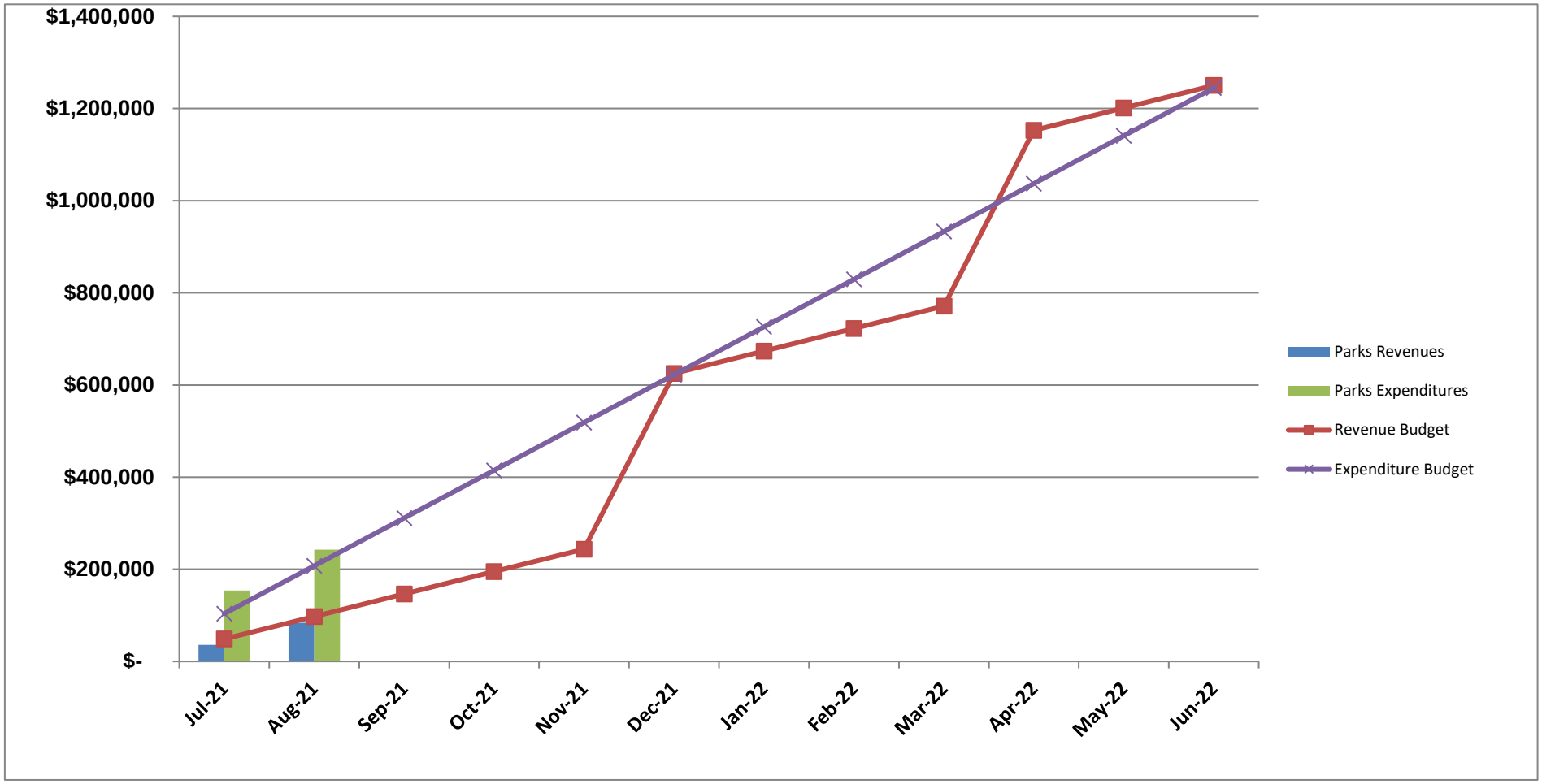


McKinleyville Community Services District
Activity Summary by Fund, Approved Budget
Aug 2021 DRAFT

Department Summaries	August	% of Year 16.67% YTD	Approved YTD Budget	Over (Under) YTD Budget	Over (Under) YTD Budget %	Notes
***Parks & Recreation**						
Program Fees	24,609	40,336	40,380	(44)	-0.11%	
Rents & Facility Related Fees	4,735	9,254	8,454	800	9.47%	
Property Taxes	-	-	110,804	(110,804)	-100.00%	County Tax remittance: December, April, and June; per Auditor-Controller's office
Other Revenues	16,597	29,543	42,898	(13,355)	-31.13%	Budget spread evenly across 12 months, but actuals vary by schedule
Interest Income	2,512	5,058	5,833	(775)	-13.28%	Interest rates lower than anticipated.
Total Revenues	48,453	84,192	208,369	(124,177)	-59.59%	
Salaries & Benefits	73,861	200,648	146,059	54,589	37.37%	CalPERS UAL pmt in July, not spread over 12 months
Other Expenditures	14,530	41,774	41,020	754	1.84%	Budget spread evenly across 12 months, but actuals vary by payment schedule
Capital Expenditures	-	-	20,333	(20,333)	-100.00%	
Total Expenditures	88,391	242,422	207,412	35,010	16.88%	
Excess (Deficit)	**(39,938)**	**(158,231)**	**957**	**(159,188)**		
***Measure B Assessment**						
Total Revenues	584	1,168	37,501	(36,333)	-96.89%	Interest & unrealized gains/losses; County Tax remittance December/April/June
Salaries & Benefits	9,657	18,309	9,793	8,516	86.96%	Budget spread evenly across 12 months; actuals vary by maintenance schedule
Other Expenditures	306	4,354	12,011	(7,657)	-63.75%	Budget spread evenly across 12 months, but actuals vary seasonally
Capital Expenditures/Loan Repayment	-	-	15,612	(15,612)	-100.00%	Budget is spread evenly across 12 months. Loan pmts are October & April
Total Expenditures	9,963	22,663	37,416	(14,753)	-39.43%	
Excess (Deficit)	**(9,379)**	**(21,495)**	**85**	**(21,580)**		
***Street Lights**						
Total Revenues	10,060	20,040	19,906	134	0.68%	
Salaries & Benefits	2,871	8,451	8,400	51	0.61%	
Other Expenditures	2,812	6,201	6,546	(345)	-5.27%	
Capital Expenditures/Loan Repayment	-	-	7,833	(7,833)	-100.00%	Budget spread evenly across 12 months, but actuals vary by project
Total Expenditures	5,683	14,652	22,779	(8,127)	-35.68%	
Excess (Deficit)	**4,377**	**5,388**	**(2,873)**	**(8,261)**		
Governmental Funds Excess (Deficit)	**(44,940)**	**(174,337)**	**(1,831)**	**(172,506)**		

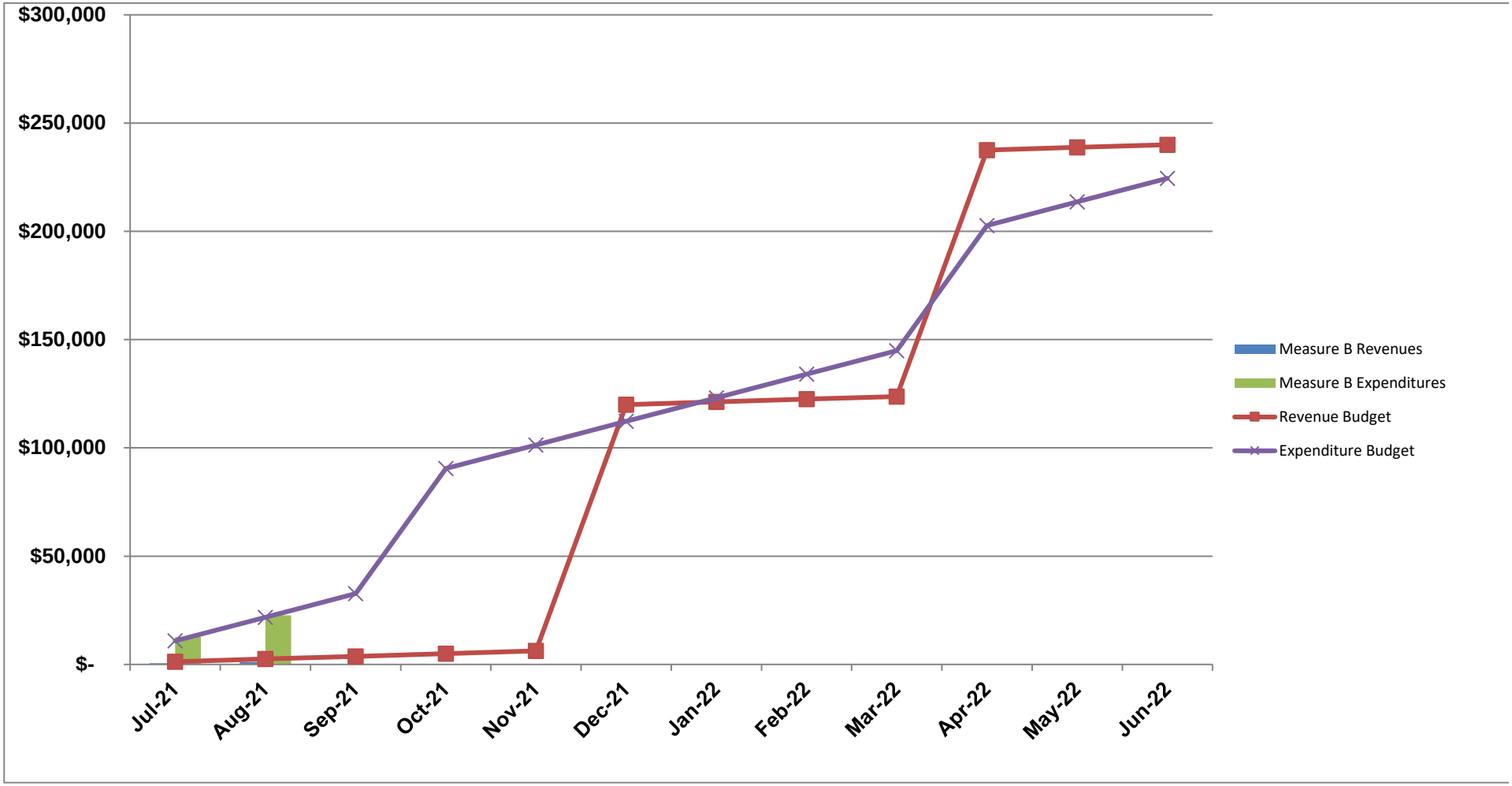
McKinleyville Community Services District
Aug 2021 DRAFT

Comparison of Parks & Recreation Total Revenues & Expenditures to Budget



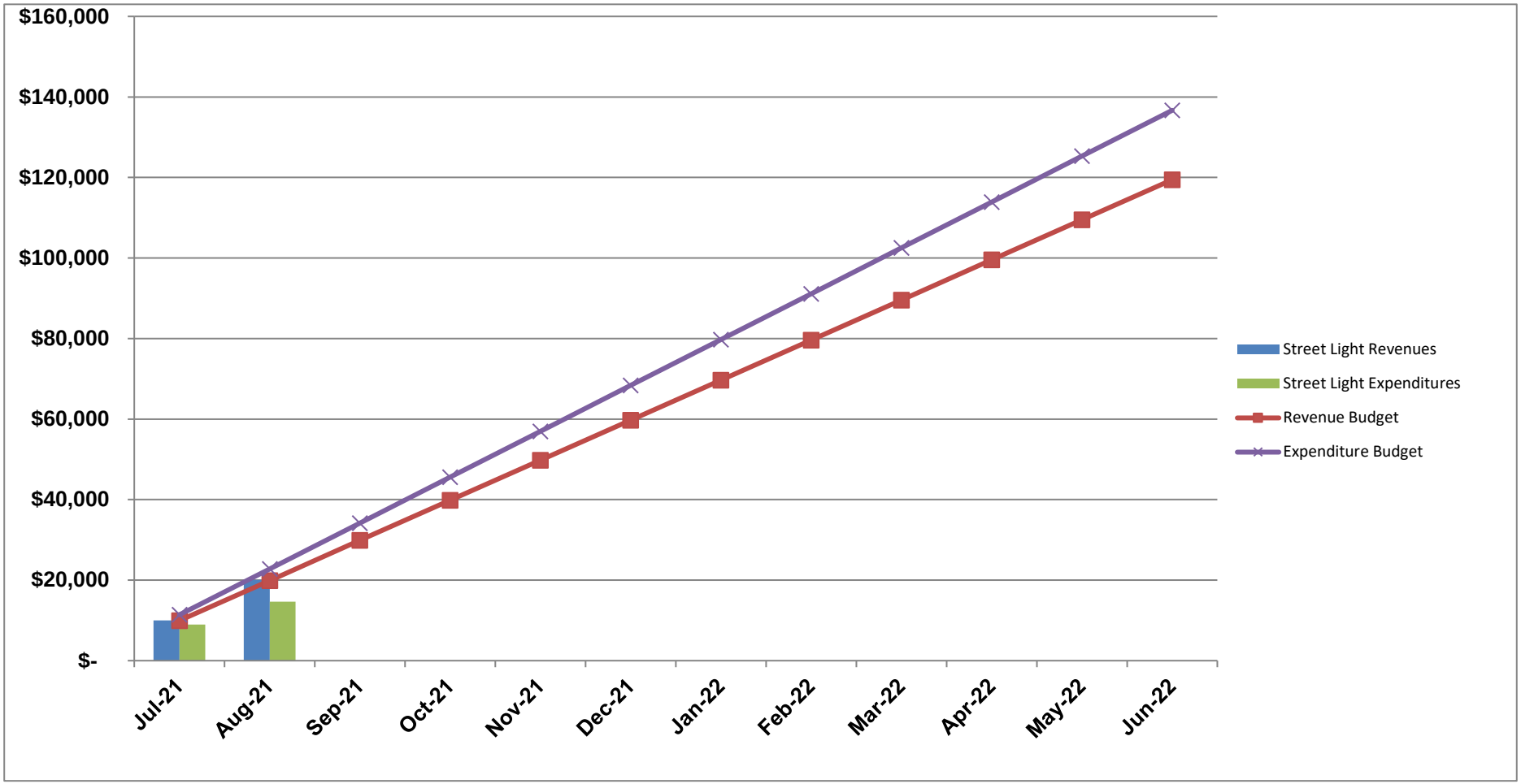
McKinleyville Community Services District
Aug 2021 DRAFT

Comparison of Measure B Fund Total Revenues & Expenditures to Budget



McKinleyville Community Services District
Aug 2021 DRAFT

Comparison of Street Light Fund Total Revenues & Expenditures to Budget



McKinleyville Community Services District
Capital Expenditure Report
as of August 31, 2021 - DRAFT

	August	YTD Total	FY 21-22 Budget	Remaining Budget $	Remaining Budget %	Notes
Water Department						
Ramey Pump Upgrades	-	-	-	-	#DIV/0!	
Water Tank Painting	-	-	500,000	500,000	100%	Water Tank Painting & Cathodic
4.5m New Water Tank	545	3,204	4,132,000	4,128,796	100%	Drilling, LACO Assoc.
Production Meter Replacements	-	-	8,000	8,000	100%	Production Meter Replacement
McCluski Tank3 Replace Roof Vents	-	-	6,000	6,000	100%	McCluski Tank3 Replace Roof Vents
Emergency Generator-Cochran	-	-	50,000	50,000	100%	CochranEmergency Generator
Fire Hydrant System Upgrade	-	-	7,000	7,000	100%	Fire Hydrant System Upgrade
Blake Station Upgrades	80	6,619	8,000	1,381	17%	Blake Station Upgrades
Digital Control & Radio Telemetry Upgrade	-	-	10,000	10,000	100%	Radio Telemetry upgrade
Water Main Rehab & Replacement	3,814	3,814	1,000,000	996,186	100%	Water Main Rehab
Property Purchase- Tank Site	-	-	-	-	#DIV/0!	Property Purch/Imprv.Tank Site
Subtotal	**4,439**	**13,637**	**5,721,000**	**5,707,363**	**100%**	
Wastewater Department						
Sewer Main Rehab & Replacement	3,694	3,694	1,000,000	996,306	100%	Sewer Main Rehab
WWMF Sludge Disposal - next	-	-	240,000	240,000	100%	Sludge handling/disposal
WWMF Recirculation Valve Replacement	-	-	15,000	15,000	100%	Recirculatioin Valve replacemt
WWMF Pond Armoring	-	-	51,000	51,000	100%	WWMF Pond Armoring
WWMF Secondary Effluent Motor	-	-	6,000	6,000	100%	WWMF Secondary Effluent Motor
Collection Upgrades-UndercrossingsProj	8,991	8,991	1,149,000	1,140,009	99%	Collection System upgrades
Fischer Lift Station Generator	-	-	40,000	40,000	100%	Fischer Lift Stn Generator
Solar Project - CWSRF Grant/Loan	29,601	29,601	3,500,000	3,470,399	99%	WWMF Solar Project
WWMF - CEQA/ NPDES Permit	-	-	55,000	55,000	100%	NPDES Permit Project
Underground pipe locator & camera	-	-	5,000	5,000	100%	Underground pipe locator & came
WWMF Lab Cabinets	-	-	10,000	10,000	100%	WWMF Lab Cabinets
Subtotal	**42,287**	**42,287**	**6,071,000**	**6,028,713**	**99%**	
Water & Wastewater Operations						
Heavy Equipment	38,734	38,734	150,000	111,266	74%	backhoe, aircompressor
Utility Vehicles	43,184	43,184	42,000	(1,184)	-3%	CCTV truck, 3/4 or 1-ton Pickup
Office, Corporate Yard & Shops	-	-	75,000	75,000	100%	Facilities upgrade/sealcoat
Computers & Software	-	3,401	19,000	15,599	82%	Server, PCs, GIS/SEMS/CADD
Fischer Ranch - Reclamation Site Upgrade (tree fa	92	92	100,000	99,908	100%	Match to 3rd party grant funding
Fischer Ranch - Barn & Fence upgrades, Irrig	187	187	80,000	79,813	100%	Barn/ house/ fence, Irrig. pipe, Un
Property behind main office - purchase	-	-	400,000	400,000	100%	Purch property behind main offc
Small Equipment & Other	-	-	40,000	40,000	100%	Misc,response, & GPS surveying
Subtotal	**81,918**	**85,598**	**906,000**	**820,402**	**91%**	
Enterprise Funds Total	**128,924**	**141,522**	**12,698,000**	**12,556,478**	**99%**	
Parks & Recreation Department						
Pierson Park - Landscaping & signage	-	-	8,000	8,000	100%	Pierson Pk-Landscape & signage
Azalea Hall Projects	-	-	6,000	6,000	100%	Major appliance replacemt
McKinleyville Activity Center Upgrades	-	-	85,000	85,000	100%	Flooring replacement
Law Enforcement Facility Improvements	-	-	10,000	10,000	100%	LEF flooring/Library Carpet
Projects Funded by Quimby/Grants/ Other	-	-	505,000	505,000	100%	CommForest,SkatePk,LandAcq
Other Parks Projects & Equipment	-	-	8,000	8,000	100%	Utility truck from Ops?
Subtotal	**-**	**-**	**622,000**	**622,000**	**100%**	
Streetlights						
LED Repairs	-	-	7,000	7,000	100%	
Pole Inspection	-	-	40,000	40,000	100%	Pole Inspection/Replacement
Subtotal		**-**	**47,000**	**47,000**	**100%**	
Governmental Funds Total	**-**	**-**	**669,000**	**669,000**	**100%**	
All Funds Total	**128,924**	**141,522**	**13,367,000**	**13,225,478**	**99%**	

McKinleyville Community Services District
Summary of Long-Term Debt Report
as of August 31, 2021 - DRAFT

	%	Maturity Date		Balance- July 31, 2021	Balance- Aug 31, 2021	Principal Maturities and Scheduled Interest FY-22	Thereafter
Water Fund:							
I-Bank		8/1/30	P	577,202.62	527,704.77	-	527,704.79
Interest	3.37%		I			8,891.83	83,950.11
State of CA Energy Commission (ARRA)		12/22/26	P	66,498.64	66,498.64	11,815.54	54,651.66
Interest	1.0%		I			635.30	1,376.83
State of CA (Davis Grunsky)		1/1/33	P	1,274,456.41	1,274,456.41	92,381.69	1,182,074.72
State of CA (Davis Grunsky) Deferred Interest		1/1/33	P	204,416.09	204,416.09	17,035.12	187,380.97
Interest	2.5%		I			31,861.41	184,599.31
Total Water Fund-Principal				2,122,573.76	2,073,075.91	121,232.35	1,951,812.14
Total Water Fund-Interest						41,388.54	269,926.25
Total Water Fund				2,122,573.76	2,073,075.91	162,620.89	2,221,738.39
Wastewater Fund:							
WWMF SRF Loan		7/31/47	P	14,444,435.82	14,012,514.71	-	14,473,509.30
Interest	1.6%		I			-	3,226,319.37
Chase Bank (Pialorsi Property)		3/8/35	P	1,424,800.00	1,380,100.00	45,100.00	1,335,000.00
Interest	2.9%		I	-	-	13,106.28	177,948.30
USDA (Sewer Bond)		8/1/22	P	145,000.00	65,000.00	-	65,000.00
Interest	5.0%		I			1,625.00	1,625.00
Total Wastewater Fund-Principal				16,014,235.82	15,457,614.71	45,100.00	15,873,509.30
Total Wastewater Fund-Interest						14,731.28	3,405,892.67
Total Sewer Fund				16,014,235.82	15,457,614.71	59,831.28	19,279,401.97
Meas. B Fund: Teen/Comm Center Loan		11/1/29	P	918,890.00	918,890.00	95,351.00	832,319.00
	3.55%		I			32,100.93	123,030.36
Total Principal				19,055,699.58	18,449,580.62	261,683.35	18,657,640.44
Total Interest						88,220.75	3,798,849.28
Total				**19,055,699.58**	**18,449,580.62**	**349,904.10**	**22,456,489.72**

Non-debt Long Term Liabilities, District-wide

OPEB Liability	8,608,123.99
CalPERS Pension Liability	1,909,733.92

McKinleyville Community Services District
Summary of Grants
as of August 31, 2021 - DRAFT

District Grants	Total Grant Amount	Required District Match	Estimated District Asset Value
CalOES Hazard Mitigation Grant - 4.5 mg Tank	$ 5,418,735	$ 1,806,245	$ 4,675,000
CalOES Hazard Mitigation Grant - Sewer Undercrossings	$ 2,538,300	$ 846,100	$ 2,137,000
SWRCB Energy Efficiency Grant/Loan	$ 2,500,000	$2,500,000 Loan	$ 4,100,000
CA State Dept of Parks & Rec - Habitat Conservation Fund	$ 56,600	$ -	$ 56,600

Non-District Grants	Total Grant Amount	Required District Match	Estimated District Asset Value
CalTrout US Fish & Wildlife - Mad River Restoration	$ 20,000	$ -	$ 20,000
CalTrout NOAA - Mad River Restoration	$ 490,167	$ 48,000	$ 300,000

McKinleyville Community Services District
Cash Disbursement Report
For the Period August 1 through August 31, 2021

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
			Accounts Payable Disbursements			
38641	8/19/2021	\G011	Ck# 038641 Reversed	(39.36)	000C10701u	Ck# 038641 Reversed
38652	8/18/2021	EUR06	EUREKA READY MIX	(250.52)	24850u	Ck# 038652 Reversed
38714	8/3/2021	*0010	AH DEPOSIT REFUND TF	100.00	C10729	AH DEPOSIT REFUND TF
38715	8/3/2021	ACC04	ACCURATE DRUG TESTING SVC	120.00	2601	DRUG TESTING
38716	8/3/2021	BAS01	BASIC LABORATORY INC.	198.50	2106915	LAB TESTING
38717	8/3/2021	COA01	COASTAL BUSINESS SYSTEMS	1,170.20	29711030	COPIER MONTHLY PAYMENT
38718	8/3/2021	COM03	COMING ATTRACTIONS	203.00	M3711	REC PROGRAM FIELD TRIP
38719	8/3/2021	FED02	FEDAK & BROWN LLP	3,015.00	C10730	ACCT. / AUDIT
38720	8/3/2021	HAR13	The Hartford - Priority A	441.15	C10803	GRP. HEALTH INS
38721	8/3/2021	HUM01	HUMBOLDT BAY MUNICIPAL WATER DISTRICT	104,513.80	C10803	WTR PURCHASED
38722	8/3/2021	INF03	INFINITE CONSULTING SERVICE	2,970.00	9238	SUBSCRIPTIONS
38723	8/3/2021	MAD02	MAD RIVER UNION	72.00	47803	ADS/MARKETING (UWMP PUBLIC NOTICE)
38724	8/3/2021	MAY02	DENNIS MAYO	250.00	C10803	BOARD MEETINGS 7/7 & 7/22
38725	8/3/2021	MCK03	MCKINLEYVILLE OFFICE SUPPLY	21.15	C10729	SHIPPING SUPPLIES
38726	8/3/2021	MER03	MERCER, FRASER COMPANY	454.78	104684	REPAIRS/SUPPLIES
				477.51	104767	REPAIRS/SUPPLIES
			Check Total:	932.29		

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
38727	8/3/2021	NOR35	NORTHERN HUMBOLDT EMPLOYMENT SVCS	868.01	ES21-210	OPEN SPACE MAINTENANCE
				590.57	ES21-211	OPEN SPACE MAINTENANCE
			Check Total:	1,458.58		
38728	8/3/2021	PGE05	PG&E-STREETLIGHTS	374.02	C10803	GAS & ELECTRIC S.L.- ZONE
38729	8/3/2021	PGE06	PG&E-STREETLIGHTS	17.16	C10729	GAS & ELECTRIC S.L.- ZONE
38730	8/3/2021	PGE07	PG&E STREETLIGHTS	1,062.68	C10803	GAS & ELECTRIC
38731	8/3/2021	PGE08	PG&E-STREETLIGHTS	16.44	C10729	GAS & ELECTRIC S.L.- ZONE
38732	8/3/2021	PGE09	PG&E-STREETLIGHTS	83.20	C10729	GAS & ELECTRIC S.L.- ZONE
38733	8/3/2021	PGE11	PG&E	24.27	C10803	GAS & ELECTRIC SEWER PUMP
38734	8/3/2021	PGE12	PG&E	142.48	C10803	GAS & ELECTRIC HILLER SPORTS SITE
38735	8/3/2021	PGE13	PG&E	3.46	C10803	GAS & ELECTRIC OPEN SPACE
38736	8/3/2021	STR01	STREAMLINE	300.00	8	WEBSITE MONTHLY FEE
38737	8/3/2021	SUD01	SUDDENLINK	196.37	C10729	TEEN CENTER INTERNET
				323.34	C10729-2	INTERNET SERVICES
			Check Total:	519.71		
38738	8/3/2021	UMP01	UMPQUA BANK	2,250.00	0721CT	BOARD TRAVEL/CONFERENCE
				46.99	0721DS	OFFICE SUPPLIES
				126.60	0721JH	REAPIRS/SUPPLIES
				1,261.37	0721PK	TRAVEL/TRAINING/OFFICE SUPPLIES
				171.75	0721BOARD	SUBSCRIPTIONS
				403.99	0721PARKS	REC PROGRAM SUPPLIES
				1.30	0721ROUND	ROUND UP
			Check Total:	4,262.00		
38739	8/3/2021	UND01	UNDERGROUND SERVICE ALERT	3,253.63	524342021	ANNUAL SUBSCRIPTION
38740	8/3/2021	USB01	U.S. BANK TRUST N.A.	5,687.50	C10729	SEWER BOND PAYMENT

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
38741	8/3/2021	VAL02	VALLEY PACIFIC	528.65	21-440712	GAS/OIL/LUBE
				2,596.86	21-440713	GAS/OIL/LUBE
				1,018.02	21-440714	GAS/OIL/LUBE
				146.45	51-440715	GAS/OIL/LUBE
			Check Total:	4,289.98		
38742	8/3/2021	VER01	VERIZON WIRELESS	70.23	988460035	CELL PHONES/TABLET
38743	8/3/2021	\C007	MQ CUSTOMER REFUND FOR CA	104.68	000C10801	MQ CUSTOMER REFUND FOR CA
38744	8/3/2021	\D005	MQ CUSTOMER REFUND FOR DO	69.22	000C10801	MQ CUSTOMER REFUND FOR DO
38745	8/3/2021	\G014	MQ CUSTOMER REFUND FOR GA	88.92	000C10801	MQ CUSTOMER REFUND FOR GA
38746	8/3/2021	\H001	MQ CUSTOMER REFUND FOR HA	36.16	000C10801	MQ CUSTOMER REFUND FOR HA
38747	8/3/2021	\J002	MQ CUSTOMER REFUND FOR JL	98.65	000C10801	MQ CUSTOMER REFUND FOR JL
38748	8/3/2021	\J003	MQ CUSTOMER REFUND FOR JO	40.14	000C10801	MQ CUSTOMER REFUND FOR JO
38749	8/3/2021	\L008	MQ CUSTOMER REFUND FOR LI	2.46	000C10801	MQ CUSTOMER REFUND FOR LI
38750	8/3/2021	\O004	MQ CUSTOMER REFUND FOR OR	41.46	000C10801	MQ CUSTOMER REFUND FOR OR
38751	8/3/2021	\O005	MQ CUSTOMER REFUND FOR OR	69.03	000C10801	MQ CUSTOMER REFUND FOR OR
38752	8/3/2021	\P016	MQ CUSTOMER REFUND FOR PA	50.05	000C10801	MQ CUSTOMER REFUND FOR PA
38753	8/3/2021	\S003	MQ CUSTOMER REFUND FOR SC	71.92	000C10801	MQ CUSTOMER REFUND FOR SC
38754	8/3/2021	\S013	MQ CUSTOMER REFUND FOR SL	53.08	000C10801	MQ CUSTOMER REFUND FOR SL
38755	8/3/2021	\T001	MQ CUSTOMER REFUND FOR TE	57.73	000C10801	MQ CUSTOMER REFUND FOR TE
38756	8/4/2021	HAR03	HARPER MOTORS CO.	43,184.01	10281P	2021 FORD SUPER DUTY F-25
38757	8/9/2021	*0011	REC PROGRAM REFUND AS	255.00	116871	REC PROGRAM REFUND AS
38758	8/9/2021	ACW01	CB&T/ACWA-JPIA	9,542.58	671891	GRP. HEALTH INS

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
38759	8/9/2021	ALM02	ALMQUIST LUMBER CO	65.16	392639	REPAIRS/SUPPLY
38760	8/9/2021	BAD01	BADGER METER, Inc.	357.30	80077897	BEACON MBL HOSTING
38761	8/9/2021	CHA07	CHASE BANK	58,240.27	12473	PIALORSI PROPERTY LOAN PMT
38762	8/9/2021	ESR01	E.S.R.I. INC.	4,048.49	940777863	GIS MAINTENANCE CONTRACT
38763	8/9/2021	EUR10	EUREKA GLASS COMPANY, INC	-	24824u	Ck# 038763 Reversed
38764	8/9/2021	HAY01	BRAD HAYMAN	150.80	C10809	SAFETY ALLOTMENT REIMB
38765	8/9/2021	HUM08	HUMBOLDT SANITATION	632.30	17X02663	TRASH SERVICE
				568.70	17X02664	TRASH SERVICE
				283.75	17X02665	TRASH SERVICE
				568.70	17X02760	TRASH SERVICE
			Check Total:	2,053.45		
38766	8/9/2021	INF02	INFOSEND	2,908.46	195660	OFFICE SUPPLIES/POSTAGE
38767	8/9/2021	INF03	INFINITE CONSULTING SERVICE	107.73	9257	OFFICE SUPPLIES
38768	8/9/2021	MCK04	MCK ACE HARDWARE	239.83	C10809	REPAIRS/SUPPLY
38769	8/9/2021	MEN01	MENDES SUPPLY CO.	1,395.23	C10810	REPAIRS/SUPPLY
38770	8/9/2021	MIL01	Miller Farms Nursery	1,823.07	C10811	REPAIRS/SUPPLY
38771	8/9/2021	MIL03	THE MILL YARD	1,239.87	C10811	REPAIRS/SUPPLY
38772	8/9/2021	MIT01	MITCHELL LAW FIRM	3,724.50	48370	LEGAL SERVICES
38773	8/9/2021	NOR01	NORTH COAST LABORATORIES	3,260.00	C10810	LAB TESTS
38774	8/9/2021	NOR11	NORTHCOAST PUMPHOUSE	1,160.09	11604	REPAIRS/SUPPLY
38775	8/9/2021	NOR13	NORTHERN CALIFORNIA SAFETY CONSORTIUM	120.00	27576	SAFTEY TRAINING SUBSCRIPTION
38776	8/9/2021	ORE01	O'REILLY AUTOMOTIVE, INC.	125.14	C10810	REPAIRS/SUPPLY

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
38777	8/9/2021	SEC03	SECURITY LOCK & ALARM	176.25	210000474	PROFESSION SERVICES - PIE
38778	8/9/2021	STA08	SWRCB ACCOUNTING OFFICE	663,032.08	C10810	SRF LOAN PAYMENT
38779	8/9/2021	STA11	STAPLES CREDIT PLAN	449.87	C10811	OFFICE SUPPLIES
38780	8/9/2021	THO02	Thomas Home Center	459.19	C10810	REPAIRS/SUPPLY
38781	8/9/2021	THR02	THREE G'S HAY & GRAIN	89.97	C10811	REAPRIS/SUPPLY
38782	8/9/2021	VAL01	VALLEY PACIFIC PETROLEUM	919.95	21-400435	GAS/OIL/LUBE
38783	8/9/2021	VAL02	VALLEY PACIFIC PETROLEUM	2,303.24	21-399624	GAS/OIL/LUBE
38784	8/9/2021	WIL09	WILLDAN FINANCIAL SERVICE	3,652.15	010-48495	MEASURE B
38785	8/16/2021	ATT01	AT&T	3,606.01	C10817	TELEPHONE/INTERNET
38786	8/16/2021	ATT05	AT&T	208.48	C10817	TEEN CENTER TELEPHONE
38787	8/16/2021	ATT06	AT&T	275.65	C10817	TELEPHONE AZALEA HALL
38788	8/16/2021	AUT03	AUTOZONE, INC.	104.71	3300	REPAIRS/SUPPLY
38789	8/16/2021	BAB02	BABCOCK LABS INC.	1,100.00	10059	LAB TESTS TREATMENT
38790	8/16/2021	BAD01	BADGER METER, Inc.	1,831.48	1450854	REPAIRS/SUPPLY
38791	8/16/2021	BIN01	BINDER, SCOTT	-	C10817u	Ck# 038791 Reversed
38792	8/16/2021	COL06	COLANTUONO, HIGHSMITH &	450.00	48609	PROFESSIONAL SERVICES
38793	8/16/2021	COU06	COUNTY OF HUMBOLDT	42.26	21-3038	PERMIT FEES
38794	8/16/2021	GHD01	GHD	7,683.76	468	MICROGRID PROJ
				7,508.76	589	WATER AND SEWER MAINLINE PROJ
			Check Total:	15,192.52		
38795	8/16/2021	HAP01	HAPPY HOPPERS AND MORE	200.00	INV-5	ACTIVITY SUPPLIES KIDS CA

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
38796	8/16/2021	HUM47	HUMBOLDT BAY OFFICIAL'S ASSOC.	400.00	C10816	SERVICES/STIPEND SOFTBALL
38797	8/16/2021	IND02	INDUSTRIAL ELECTRIC SERVICE	37.69	IN40801	REPAIRS/SUPPLY
38798	8/16/2021	MAY02	DENNIS MAYO	-	C10816-17u	Ck# 038798 Reversed
38799	8/16/2021	MCK11	MCKINLEYVILLE SENIOR CENTER	21.40	C10817	PARKS DEPT. SHARE - INTERNET
38800	8/16/2021	ORS01	GREG ORSINI	-	C10817u	Ck# 038800 Reversed
38801	8/16/2021	POI01	POINTS WEST SURVEYING CO.	920.00	12247	4.5 MG TANK PROJECT
38802	8/16/2021	STA09	S.W.R.C.B.	60.00	C10817	CERT. RENEWAL JH
38803	8/16/2021	SUD01	SUDDENLINK	136.37	C10817	INTERNET SERVICES
38804	8/19/2021	BIN02	BINDER, SCOTT	201.00	C10819	TRAVEL ADVANCE CSDA CONF
38805	8/19/2021	MAY03	DENNIS MAYO	201.00	C10819	TRAVEL ADVANCE CSDA CONF
				91.00	C108192	TRAVEL ADVANCE ACWA MEETING
			Check Total:	292.00		
38806	8/19/2021	ORS03	GREG ORSINI	201.00	C10819	TRAVEL ADVANCE CSDA CONF
38808	8/23/2021	ARN01	ARNETT, JENNIFER	76.30	C10823	REC PROGRAM SUPPLIES REIMB
38809	8/23/2021	ATT02	AT&T	1,116.96	C10823	TELEPHONE/ADMIN
38810	8/23/2021	ATT04	AT&T	920.95	C10823	SWITCHED ETHERNET SERVICE
38811	8/23/2021	ATT05	AT&T	-	C10823u	Ck# 038811 Reversed
38812	8/23/2021	BAL01	FLEX SPENDING REIMB DB	666.07	C10823	FLEX SPENDING REIMB DB
38813	8/23/2021	CUR01	REFUND 2148 TERRA VISTA A	7,225.00	C10824	REFUND 2148 TERRA VISTA A
38814	8/23/2021	DAV02	DAVIDSON BROTHERS LOCK &	100.00	C10823	PROFESSIONAL SERVICES
38815	8/23/2021	DEP05	DEPARTMENT OF JUSTICE	64.00	524741	FINGERPRINTING

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
38816	8/23/2021	GRA02	GRAINGER	46.55	646681	REPAIRS/SUPPLY
38817	8/23/2021	HUM03	HUMBOLDT COUNTY	76.70	508031001	TAXES & ASSESS.
				76.70	508081034	TAXES & ASSESS.
				187.70	508091037	TAXES & ASSESS.
				43.00	508341017	TAXES & ASSESS.
				759.25	510271015	TAXES & ASSESS.
			Check Total:	1,143.35		
38818	8/23/2021	JON05	CHRISTOPHER G. JONES	20.00	C10823	REIMBURSEMENT FOR SERVICES
38819	8/23/2021	MAD01	MAD RIVER ROTARY	-	C10823u	Ck# 038819 Reversed
38820	8/23/2021	NEW01	NEW DIRECTIONS	750.00	2784	BOTANICAL GARDEN MAINTENA
38821	8/23/2021	PGE01	PG & E (Office & Field)	27,720.90	C10823	GAS & ELECTRIC
38822	8/23/2021	SEC03	SECURITY LOCK & ALARM	194.08	210000888	PROFESSIONAL SERVICES - HILLER
38823	8/23/2021	\G011	REISSUE OF UB REFUND TG	39.36	C10823	REISSUE OF UB REFUND TG
38824	8/30/2021	*0012	WATER PAVING DEPOSIT REFUND JS	465.51	C10830	WATER PAVING DEPOSIT REFUND JS
38825	8/30/2021	*0013	WATER PAVING DEPOSIT REFUND FP	490.27	C10830	WATER PAVING DEPOSIT REFUND FP
				425.15	C108302	WATER PAVING DEPOSIT REFUND FP
			Check Total:	915.42		
38826	8/30/2021	*0014	WATER PAVING DEPOSIT REFUND PL	123.58	C10830	WATER PAVING DEPOSIT REFUND PL
38827	8/30/2021	*0015	AZALEA HALL DEPOSIT REFUND RL	100.00	C10830	AZALEA HALL DEPOSIT REFUND RL
38828	8/30/2021	*0016	WATER PAVING DEPOSIT AV3 OL	318.93	C10830	WATER PAVING DEPOSIT AV3 OL
38829	8/30/2021	*0017	AZALEA HALL DEPOSIT REFUND TJ	100.00	C10830	AZALEA HALL DEPOSIT REFUND TJ
38830	8/30/2021	AGB01	AGB	1,580.00	M21-2131	INSPECTION & TESTING OF S
38831	8/30/2021	ANE01	AN ELECTRICIAN INC.	127.50	13431	PROFESSIONAL SERVICES
38832	8/30/2021	ATT05	AT&T	34.91	C10830	TEEN CENTER TELEPHONE

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
38833	8/30/2021	FAS01	FASTENAL COMPANY	14.13	117414	REPAIRS/SUPPLY
38834	8/30/2021	HUM47	HUMBOLDT BAY OFFICIAL'S ASSOC.	400.00	C10830	SERVICES/STIPEND SOFTBALL
38835	8/30/2021	IND01	INDEPENDENT BUS. FORMS	205.23	40440	OFFICE SUPPLIES
				282.99	40441	OFFICE SUPPLIES
			Check Total:	488.22		
38836	8/30/2021	MAD03	MAD RIVER COMMUNITY HOSPITAL	90.00	C10831	PROFESSIONAL SERVICES
38837	8/30/2021	MCK03	MCKINLEYVILLE OFFICE SUPPLIES	25.21	53757	REPAIRS/SUPPLY
38838	8/30/2021	NOR37	NORTH COAST UNIFIED AIR QUALITY	3,153.96	6731	ANNUAL PERMIT FEES
38839	8/30/2021	PGE05	PG&E-STREETLIGHTS	374.72	C10831	STREETLIGHTS
38840	8/30/2021	PGE06	PG&E-STREETLIGHTS	17.21	C10831	STREETLIGHTS
38841	8/30/2021	PGE07	PG&E STREETLIGHTS	1,064.78	C10831	STREETLIGHTS
38842	8/30/2021	PGE08	PG&E-STREETLIGHTS	16.51	C10831	STREETLIGHTS
38843	8/30/2021	PGE09	PG&E-STREETLIGHTS	83.20	C10831	STREETLIGHTS
38844	8/30/2021	PGE10	PG&E-STREETLIGHTS	3.57	C10831	STREETLIGHTS
38845	8/30/2021	SOU03	FLEX SPENDING REIMB. AS	307.50	C10831	FLEX SPENDING REIMB. AS
38846	8/30/2021	SUD01	SUDDENLINK	233.40	C10831	INTERNET SERVICES
				196.37	C108312	TEEN CENTER INTERNET
			Check Total:	429.77		
38847	8/30/2021	THA01	THATCHER COMPANY, INC.	1,785.45	286409	REPAIRS/SUPPLY TREATMENT
38848	8/30/2021	TRI02	TRINITY DIESEL INC.	38,733.84	30517	GENERATOR & TRAILER
38860	9/9/2021	PGE12	PG&E	(24.29)	C10908u	Ck# 038860 Reversed
D00062	8/3/2021	BIN01	BINDER, SCOTT	250.00	C10803	BOARD MEETINGS 7/7 & 7/22

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
D00062	8/3/2021	COU09	COUCH, DAVID	250.00	C10803	BOARD MEETINGS 7/7 & 7/22
D00062	8/3/2021	ORS01	ORSINI, GREGORY	250.00	C10803	BOARD MEETINGS 7/7 & 7/22
D00062	8/3/2021	PET01	PETERSON, JOELLEN CLARK	250.00	C10803	BOARD MEETINGS 7/7 & 7/22
			Check Total:	1,000.00		
				1,058,243.45		
		Total Disbursements, Accounts Payable:		**1,058,243.45**		

Payroll Related Disbursements

17487-15702	8/9/2021		Various Employees	14,154.22		Payroll Checks
17503	8/9/2021	CAL12	CalPERS 457 Plan	8,849.05	C10809	RETIREMENT
				662.81	1C10809	PERS 457 LOAN PMT
			Check Total:	9,511.86		
17504	8/9/2021	DIR01	DIRECT DEPOSIT VENDOR- US	37,813.22	C10809	Direct Deposit
17505	8/9/2021	EMP01	Employment Development	1,713.82	C10809	STATE INCOME TAX
				903.58	1C10809	SDI
			Check Total:	2,617.40		
17506	8/9/2021	HEA01	HEALTHEQUITY, ATTN: CLINT	175.00	C10809	HSA
17507	8/9/2021	HUM29	UMPQUA BANK--PAYROLL DEP.	6,127.61	C10809	FEDERAL INCOME TAX
				9,368.60	1C10809	FICA
				2,191.06	2C10809	MEDICARE
			Check Total:	17,687.27		
17508	8/9/2021	ACW01	CB&T/ACWA-JPIA	58,544.01	C10731	MED-DENTAL-EAP INSUR
17509	8/9/2021	PUB01	Public Employees PERS	20,381.03	C10731	PERS PAYROLL REMITTANCE
17510-17750	8/22/2021		Checks Voided Per Umpqua Bank	-		Routing Number Updated By Bank
17750-17767	8/24/2021		Various Employees	13,352.33		Payroll Checks
17768	8/24/2021	CAL12	CalPERS 457 Plan	8,511.13	C10824	RETIREMENT
				661.53	1C10824	PERS 457 LOAN PMT
			Check Total:	9,172.66		

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
17769	8/24/2021	DIR01	DIRECT DEPOSIT VENDOR- US	34,673.27	C10824	Direct Deposit
17770	8/24/2021	EMP01	Employment Development	1,520.05	C10824	STATE INCOME TAX
				849.14	1C10824	SDI
			Check Total:	2,369.19		
17771	8/24/2021	HEA01	HEALTHEQUITY, ATTN: CLINT	175.00	C10824	HSA
17772	8/24/2021	HUM29	UMPQUA BANK--PAYROLL DEP.	5,603.36	C10824	FEDERAL INCOME TAX
				8,776.56	1C10824	FICA
				2,052.56	2C10824	MEDICARE
			Check Total:	16,432.48		
			Total Disbursements, Payroll:	**237,058.94**		
			Total Check Disbursements:	**1,295,302.39**		

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McKinleyville Community Services District

BOARD OF DIRECTORS

October 6, 2021 TYPE OF ITEM: **CONSENT/ACTION**

ITEM: D.3 **Approve the Regular Board Meeting Dates, Time and Location for the 2022 Calendar Year**

PRESENTED BY: **April Sousa, Board Secretary**

TYPE OF ACTION: **Consent Agenda - Roll Call Vote**

Recommendation:

Staff recommends the Board review the information provided, and approve the 2022 Regular Board Meeting Calendar, **Attachment 1**.

Discussion:

At the August 2021 Regular Board Meeting, the Board Secretary provided the Directors with the proposed schedule for the McKinleyville Community Services District Regular Board Meetings for the 2022 calendar year.

Both the MCSD Rules and Regulations (under Regulation 61, Board Meetings, Rule 61.0, Regular Meetings) and the Board of Directors Policy Manual (under Part 5, Board Meeting Procedures, Rule 5-1: Regular Meetings) address this topic – Regular meetings of the Board of Directors shall be held on the first Wednesday of each calendar month at 7:00 PM at either Azalea Hall 1620 Picket Road or the District Office 1656 Sutter Road as specified by the agenda. The date, time and place of the regular meetings shall be reconsidered annually.

These meetings are planned for in person with the option of a zoom location for greater public access and participation.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action
- Change Meeting Dates

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – 2022 Proposed MCSD Regular Board Meeting Schedule

2022 MCSD Board Meetings

First Wednesdays of the month for year 2022. Meetings are planned to take place in person with a zoom option for the public.

DATE	LOCATION
January 5, 2022	Azalea Hall
February 2, 2022	Azalea Hall
March 2, 2022	Azalea Hall
April 6, 2022	Azalea Hall
May 4, 2022	Azalea Hall
June 1, 2022	Azalea Hall
July 6, 2022	Azalea Hall
August 3, 2022	Azalea Hall
September 7, 2022	Azalea Hall
October 5, 2022	Azalea Hall
November 2, 2022	Azalea Hall
December 7, 2022	Azalea Hall

McKinleyville Community Services District

BOARD OF DIRECTORS

October 6, 2021 TYPE OF ITEM: **CONSENT/ACTION**

ITEM: D.4 **Approve Attendance to the Association of California Water Agencies (ACWA) 2019 Fall Conference & Exhibition November 30-December 2, 2021, in Pasadena, CA**

PRESENTED BY: **April Sousa, Board Secretary**

TYPE OF ACTION: **Consent Agenda - Roll Call Vote**

Recommendation:

Staff recommends that the Board review the information provided for the ACWA 2019 Fall Conference and Exhibition in San Diego, CA and consider authorization for interested Board Members to attend.

Discussion:

This year's ACWA 2021 Fall Conference and Exhibition will be held in Pasadena, CA from November 30 – December 2, 2021. There is both an in person and virtual option this year for attendance. Regular registration and cancellation deadline is November 19, 2021. **Attachment 1** is the preliminary agenda for the conference. **Attachment 2** is the Registration, Meals, and Hotel Pricing Sheet.

As the ACWA representative, President Mayo plans to attend this Conference in person. Other Directors may be interested in attending, either in person or virtually. In order to take advantage of the special pricing, and to get the best pricing for flights to the LA area, any Director wishing to do in person attendance must let the Board Secretary know by October 31, 2021.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Regular registration deadline is November 6, 2019. The cost for full conference registration and meals package is $725. Meals not provided by the conference for four days will be $148.50 per person. Special hotel rate (based on availability) is $199-$219 per night. Avelo airfare has a starting cost of $148 per attendee (baggage costs and other basic upgrades not included. This is airfare ONLY). Transportation to and from the airport is around $50. An approximate total cost for travel, meals and attendance to the conference is estimated at under $1000 per attendee.

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Preliminary Agenda
- Attachment 2 – Registration, Meals and Hotel Pricing Sheet

ACWA
Association of California Water Agencies

ACWA 2021 Fall Conference & Exhibition
PRELIMINARY AGENDA
November 30 – December 2, 2021 • Pasadena

✪ Agenda items marked with this symbol will be accessible with the Virtual Conference Pass.
Note: Tuesday Committee meetings will not be available with the Virtual Conference Pass.

ACWA JPIA - MONDAY, NOV. 29

8:30 – 10:00 AM
- ACWA JPIA Program Committee

10:15 – 11:15 AM
- ACWA JPIA Executive Committee

1:30 – 4:00 PM
- ACWA JPIA Board of Directors

4:00 – 5:00 PM
- ACWA JPIA Town Hall

5:00 – 6:00 PM
- ACWA JPIA Reception

TUESDAY, NOV. 30

8:00 AM – 9:45 AM
- Agriculture Committee

8:00 AM – 6:00 PM
- Registration

8:30 AM – Noon
- ACWA JPIA Seminars

10:00 – 11:45 AM
- Groundwater Committee
- Energy Committee

11:00 AM – Noon
- Outreach Task Force

Noon – 2:00 PM
- Committee Lunch Break

1:00 – 2:45 PM
- Local Government Committee
- Finance Committee
- Water Management Committee

1:00 – 3:00 PM
- ACWA JPIA: Sexual Harassment Prevention for Board Members & Managers (AB 1825)

3:00 – 4:45 PM
- Communications Committee
- Federal Affairs Committee
- Membership Committee
- Water Quality Committee

5:00 – 6:30 PM
- Welcome Reception in the Exhibit Hall

WEDNESDAY, DEC. 1

7:30 AM – 5 PM
- Registration

8:00 – 9:45 AM
- Opening Breakfast *(Ticket Required)* ✪

8:30 AM – 6:00 PM
- Connect in the Exhibit Hall

10:00 – 11:00 AM
- Attorneys Program ✪
- Energy Committee Program ✪
- Finance Program ✪
- Region Forum ✪
- Statewide Forum ✪
- Water Industry Trends Program ✪

11:00 AM – 1:00 PM
- Connect in the Exhibit Hall
- Exhibitor Demonstrations
- Networking Lunch *(Ticket Required)*

Noon – 1:00 PM
- General Session/Election

1:15 – 2:45 PM
- Attorney Program ✪
- Communications Committee Program ✪
- Finance Program ✪
- Region Forum ✪
- Statewide Forum ✪
- Water Industry Trends Program ✪

3:00 – 3:30 PM
- Ice Cream Break in the Exhibit Hall

3:30 – 4:30 PM
- Roundtable Talks

3:45 – 5:30 PM
- Legal Affairs Committee

5:00 – 6:00 PM
- Outreach Reception in the Exhibit Hall

6:00 – 7:00 PM
- CalDesal Hosted Mixer
- Jacobs Hosted Reception
- Women in Water Hosted Reception

7:00 – 10:00 PM
- Dinner & Entertainment *(Ticket Required)*

THURSDAY, DEC. 2

7:30 AM – 4:00 PM
- Registration

7:45 – 9:15 AM
- Regions 1-10 Membership Meetings

8:00 – 9:15 AM
- Networking Continental Breakfast in the Exhibit Hall *(Ticket Required)*

8:00 AM – Noon
- Connect in the Exhibit Hall

8:30 - 10:45 AM
- Ethics Training (AB 1234) - *Ltd. Seating*

9:30 – 11:00 AM
- Attorneys Program ✪
- Federal Forum ✪
- Finance Program ✪
- Region Forum ✪
- Statewide Forum ✪
- Water Industry Trends Program ✪

11:15 – 11:45 AM
- Prize Drawings in the Exhibit Hall

Noon – 2:00 PM
- General Session Luncheon *(Ticket Required)* ✪

2:15 – 3:15 PM
- Attorneys Program ✪
- Exhibitor Demonstrations
- Human Resource Program ✪
- Statewide Forum ✪
- Town Hall ✪
- Water Industry Trends Program ✪

3:30 – 4:30 PM
- Closing Reception

All conference programs are subject to change.

Last modified: August 23, 2021

ACWA
Association of California Water Agencies

ACWA 2021 Fall Conference & Exhibition

November 30 – December 2, 2021 | Pasadena Convention Center

REGISTRATION, MEALS AND HOTEL PRICING SHEET

REGISTER ONLINE

Register online by **November 19, 2021** at **www.acwa.com** to take advantage of the advance pricing.

REGISTER ON SOMEONE'S BEHALF

Select from a list of people affiliated with your company in your account. If the registrant is not listed, you will need to create a Portal profile for the registrant before registering.

GROUP SAVINGS! Register 5 individuals from the same organization, receive a 6th registration free!*
(Subject to terms and conditions. Contact Teresa Taylor at TeresaT@acwa.com for more information) before registering.*

REGISTRATION OPTIONS ***Advantage*** *pricing applies to ACWA public agency members, associates & affiliates.* ***Standard*** *pricing applies to non-members of ACWA.*	ADVANCE DEADLINE: 11/19/21		ONSITE	
	ADVANTAGE	STANDARD	ADVANTAGE	STANDARD
Full Conference Registration & Meals Package	$725	N/A	N/A	N/A
NEW! Package Add-On: On-Demand Conference Recordings Bundle	$159	N/A	N/A	N/A
Full Conference Registration Only (meals sold separately)	$580	$870	$610	$915
One-Day Conference Registration (meals sold separately) **Wednesday:** Includes Welcome Reception on Tuesday night	$345	$520	$365	$545
Guest Conference Registration (meals sold separately) Guest registration is not available to anyone with a professional reason to attend.	$75	$75	$75	$75
NEW! On-Demand Conference Recordings Includes on-demand access to all recorded sessions after the live conference.	$205	$305	$205	$305
NEW! LIVE Virtual Conference Pass (+2 weeks On-Demand access) Includes virtual access to live streamed conference sessions PLUS 2 weeks on-demand access to all recorded sessions after the live conference.	$385	$575	N/A	N/A

MEAL FUNCTIONS	ADVANCE	ONSITE
Wednesday Opening Breakfast – December 1	$50	$55
Wednesday Networking Luncheon – December 1	$50	$55
Wednesday Dinner & Entertainment – December 1	$75	$80
Thursday Continental Breakfast in Exhibit Hall – December 2	$40	$45
Thursday Luncheon – December 2	$55	$60

HOTEL INFORMATION

You must be registered for the ACWA conference in order to receive hotel reservation information and conference special room rate. **Conference special rate is available September 7 – November 1**, based on availability.

HOTEL & ROOM RATES

The Westin Pasadena, 191 N. Los Robles Avenue
Single/Double $199 per night*

Hilton Pasadena, 168 S. Los Robles Avenue
Single $209 per night* | Double $219 per night*

Hyatt Place Pasadena, 399 E. Green Street
Single/Double $219 per night*

* Subject to applicable state/local taxes & fees

Deadline for group rate is November 1, 2021

IMPORTANT DATES

The conference hotel room block opens on September 7.

For those **registering for conference prior to September 7**, information on how to reserve your hotel room will be provided via e-mail on September 7.

For those registering for conference from **September 7 to November 1**, your **confirmation e-mail** will include the information on how to reserve your hotel room and an opportunity to receive a conference special hotel rate.

QUESTIONS?
Email us at events@acwa.com

Registration Cancellation Deadline: November 19, 2021 4:30 p.m. (PT)
Conference terms and conditions available at acwa.com in the event section.

McKinleyville Community Services District

BOARD OF DIRECTORS

October 6, 2021 TYPE OF ITEM: **ACTION**

ITEM: D.5 **Approve Resolution 2021-24 Authorizing the Application for the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for all Act of 2018 Per Capita Grant Program**

PRESENTED BY: **Lesley Frisbee, Parks & Recreation Director**

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

Staff recommends that the Board review all pertinent information, allow public comment and approve Resolution 2021-24 authorizing the application for the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for all Act of 2018 Per Capita Grant Program

Discussion:

This Resolution is a requirement of the grant application that authorizes staff and the General Manager to complete and sign the grant application for funding from the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018 Per Capita Grant Program

The Per Capita Program is a non-competitive grant. Awards are based on population and MCSD will receive up to $177,952 for a qualifying project or projects. To be a qualifying project, it must be capital outlay for recreational purposes, either acquisition or development. Development is defined as "construction, expansion or renovation" in the grant guidelines. Based on the eligibility guidelines, the District could potentially use this funding to improve existing facilities (i.e. replace the flooring in Azalea Hall) or to support the construction of new recreation opportunities (i.e. contribute to the skatepark or BMX track construction). The application is due in December, and staff are still considering what the best project for this funding will be.

The adoption of this Resolution will not authorize the General Manager to enter into or execute any type of long-term agreement for debt, just the authority to complete the application and fulfill the Grant Administration contract when funds are awarded.

Alternatives:

Staff's analysis includes the following potential alternative:

- Take no action

Fiscal Analysis:

Potential for 80%-100% funding to complete capital outlay improvements to existing facilities.

Environmental Requirements:

Not applicable

Exhibits/Attachments

- Attachment 1- Resolution 2021-24

RESOLUTION 2021 – 24

A RESOLUTION OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS APPROVING THE APPLICATION FOR PER CAPITA GRANT FUNDS

WHEREAS, the State Department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for the administration of the Per Capita Grant Program, setting up necessary procedures governing application(s); and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the grantee's Governing Body to certify by resolution the approval of project application(s) before submission of said applications to the State; and

WHEREAS, the grantee will enter into a contract(s) with the State of California to complete project(s);

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the McKinleyville Community Services District does hereby:

1. Approves the filing of project application(s) for Per Capita program grant project(s); and
2. Certifies that said grantee has or will have available, prior to commencement of project work utilizing Per Capita funding, sufficient funds to complete the project(s); and
3. Certifies that the grantee has or will have sufficient funds to operate and maintain the project(s), and
4. Certifies that all projects proposed will be consistent with the park and recreation element of the McKinleyville Community Services District general or recreation plan (PRC §80063(a)), and
5. Certifies that these funds will be used to supplement, not supplant, local revenues in existence as of June 5, 2018 (PRC §80062(d)), and
6. Certifies that it will comply with the provisions of §1771.5 of the State Labor Code, and
7. (PRC §80001(b)(8)(A-G)) To the extent practicable, as identified in the "Presidential Memorandum--Promoting Diversity and Inclusion in Our National Parks, National Forests, and Other Public Lands and Waters," dated January 12, 2017, the McKinleyville Community Services District will consider a range of actions that include, but are not limited to, the following:

(A) Conducting active outreach to diverse populations, particularly minority, low-income, and disabled populations and tribal communities, to increase awareness within those communities and the public generally about specific programs and opportunities.
(B) Mentoring new environmental, outdoor recreation, and conservation leaders to increase diverse representation across these areas.
(C) Creating new partnerships with state, local, tribal, private, and nonprofit organizations to expand access for diverse populations.
(D) Identifying and implementing improvements to existing programs to increase visitation and access by diverse populations, particularly minority, low-income, and disabled populations and tribal communities.
(E) Expanding the use of multilingual and culturally appropriate materials in public communications and educational strategies, including through social media strategies, as appropriate, that target diverse populations.

(F) Developing or expanding coordinated efforts to promote youth engagement and empowerment, including fostering new partnerships with diversity-serving and youth-serving organizations, urban areas, and programs.
(G) Identifying possible staff liaisons to diverse populations.

8. Agrees that to the extent practicable, the project(s) will provide workforce education and training, contractor and job opportunities for disadvantaged communities (PRC §80001(b)(5)).
9. Certifies that the grantee shall not reduce the amount of funding otherwise available to be spent on parks or other projects eligible for funds under this division in its jurisdiction. A one-time allocation of other funding that has been expended for parks or other projects, but which is not available on an ongoing basis, shall not be considered when calculating a recipient's annual expenditures. (PRC §80062(d)).
10. Certifies that the grantee has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Procedural Guide; and
11. Delegates the authority to the General Manager, or designee to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the grant scope(s); and
12. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.

ADOPTED, SIGNED AND APPROVED at a duly called meeting of the Board of Directors of the McKinleyville Community Services District on October 6, 2021 by the following polled vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
Dennis Mayo, Board President

Attest:

_____
April Sousa, MMC, Board Secretary

McKinleyville Community Services District

BOARD OF DIRECTORS

October 6, 2021 TYPE OF ITEM: **ACTION**

ITEM: D.6 **Approve Resolutions 2021-25 & 2021-26 Authorizing the Applications the Rural Recreation and Tourism Grant for the Skatepark and the BMX Track Projects**

PRESENTED BY: **Lesley Frisbee, Parks & Recreation Director**

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

Staff recommends that the Board review all pertinent information, allow public comment and approve Resolutions 2021-25 & 26 authorizing the application for the Rural Recreation and Tourism Grant Program for both the McKinleyville Skatepark project and BMX Track project.

Discussion:

The Rural Recreation and Tourism Grant Program is a competitive grant intended to create new recreation features in support of economic, tourism and health related goals. Projects under this program aim to improve the health of community residents and attract out of town visitors. Both the Skatepark and the BMX track projects fit the criteria for this grant program.

This Resolution is a requirement of the grant application that authorizes staff and the General Manager to complete and sign the grant application for funding from the Rural Recreation and Tourism Grant Program from the California Office of Grants and Local Services.

The adoption of these Resolutions will not authorize the General Manager to enter into or execute any type of long-term agreement for debt, just the authority to complete the application and fulfill the Grant Administration contract if funds are awarded.

Alternatives:

Staff's analysis includes the following potential alternative:

- Take no action

Fiscal Analysis:

Potential for 100% funding to complete the Skatepark and/or the BMX track project.

Environmental Requirements:

Not applicable

Exhibits/Attachments

- Attachment 1 – Resolution 2021-25
- Attachment 2 – Resolution 2021-26

RESOLUTION 2021 – 25

A RESOLUTION OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS APPROVING THE APPLICATION FOR THE RURAL RECREATION AND TOURISM PROGRAM GRANT FUNDS

WHEREAS, The state department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for the administration of the Rural Recreation and Tourism Grant Program, setting up necessary procedures governing the application; and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the Applicant to certify by resolution the approval of the application before submission of said application to the State; and

WHEREAS, successful Applicants will enter into a contract with the State of California to complete the Grant Scope project;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the McKinleyville Community Services District does hereby

APPROVES THE FILING OF AN APPLICATION FOR THE BMX TRACK PROJECT; AND

1. Certifies that said Applicant has or will have available, prior to commencement of any work on the project included in this application, the sufficient funds to complete the project; and
2. Certifies that if the project is awarded, the Applicant has or will have sufficient funds to operate and maintain the project, and
3. Certifies that the Applicant has reviewed, understands, and agrees to the General Provisions contained in the contract showing the Grand Administration Guide; and
4. Delegates the authority to the General Manager to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the Grant Scope; and
5. Agrees to comply with all applicable federal, state and local laws, ordinances, rules regulations and guidelines
6. Will consider promoting inclusion per Public Resources Code §80001(b)(8 A-G)

ADOPTED, SIGNED AND APPROVED at a duly called meeting of the Board of Directors of the McKinleyville Community Services District on October 6, 2021 by the following polled vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
Dennis Mayo, Board President

Attest:

_____
April Sousa, MMC, Board Secretary

RESOLUTION 2021 – 26

A RESOLUTION OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS APPROVING THE APPLICATION FOR THE RURAL RECREATION AND TOURISM PROGRAM GRANT FUNDS

WHEREAS, The state department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for the administration of the Rural Recreation and Tourism Grant Program, setting up necessary procedures governing the application; and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the Applicant to certify by resolution the approval of the application before submission of said application to the State; and

WHEREAS, successful Applicants will enter into a contract with the State of California to complete the Grant Scope project;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the McKinleyville Community Services District does hereby

APPROVES THE FILING OF AN APPLICATION FOR THE SKATE PARK PROJECT; AND

1. Certifies that said Applicant has or will have available, prior to commencement of any work on the project included in this application, the sufficient funds to complete the project; and
2. Certifies that if the project is awarded, the Applicant has or will have sufficient funds to operate and maintain the project, and
3. Certifies that the Applicant has reviewed, understands, and agrees to the General Provisions contained in the contract showing the Grand Administration Guide; and
4. Delegates the authority to the General Manager to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the Grant Scope; and
5. Agrees to comply with all applicable federal, state and local laws, ordinances, rules regulations and guidelines
6. Will consider promoting inclusion per Public Resources Code §80001(b)(8 A-G)

ADOPTED, SIGNED AND APPROVED at a duly called meeting of the Board of Directors of the McKinleyville Community Services District on October 6, 2021 by the following polled vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
Dennis Mayo, Board President

Attest:

_____
April Sousa, MMC, Board Secretary

McKinleyville Community Services District

BOARD OF DIRECTORS

October 6, 2021 TYPE OF ITEM: **INFORMATIONAL**

ITEM: D.7 **Review the McKinleyville Skatepark Quarterly Project Status Update Presented by the Humboldt Skatepark Collective (HSC)**

PRESENTED BY: **Lesley Frisbee, Parks & Recreation Director**

TYPE OF ACTION: **None**

Recommendation:

Staff recommends that the Board review the information provided, about the status update of the McKinleyville Skate Park as presented by the Humboldt Skatepark Collective.

Discussion:

At the October 4, 2017 meeting, the Board approved a right of entry agreement between MCSD and the HSC for the development of a skate park in McKinleyville. Since that time, the HSC has committed to working on an alternate design of the park and has been seeking funding for the project.

The HSC has presented the quarterly reports at regular intervals since the right of entry agreement was approved. The current report includes detail on the current status, in addition to project and budget overviews.

Attachment 1 outlines the most recent summary of the current project status.

Alternatives:

Take Action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Quarterly Report from Humboldt Skatepark Collective

Humboldt Skatepark Collective
2437 East Cochran Rd. McKinleyville Ca 95519
Phone (707)499-7021

HSC QUARTERLY MCSD REPORT

PROJECT SUMMARY

REPORT DATE	PROJECT NAME	PREPARED BY
09/26/2021	McKinleyville Skatepark	Charlie

STATUS SUMMARY

Current quarterly status

- Summary of current fundraising efforts:
  - Small amounts of funding is coming in from : Your Cause, Amazon Smile .
  - Permit approved working on Contracts new Budget and MOU
- Summary of current funds:$120,937.27
  - Received $1000.00 donation from Kiwians that will be matched with
- Summary of Grant Applications:
  - Next Prop 68 round in announcement soon in 2021
  - Applied for $50,000.00 Headwaters Grant announcement on the 28th of September
  - Applying for Coast Central $25,000.00 Grant announcement end of September
  - Privet matching fund for ground breaking up to $ 50,000.00 current amount received for this to date is $1250.00

Project Overview

Permitting	100%	April 2021	Humboldt County	
Contract between Liquid Stone Design and MCSD	50%	May 2021 ??	MCSD, LSD & HSC	Details pending new budget

BUDGET OVERVIEW

CATEGORY	SPENT	budgeted	% on track	ON TRACK?	NOTES
Updating	$			Yes	

RISK AND ISSUE HISTORY

ISSUE	DATE

CONCLUSIONS/RECOMMENDATIONS

Based on current Grant application we hope to be breaking ground in mid May Early June 2022

McKinleyville Community Services District

BOARD OF DIRECTORS

October 6, 2021 TYPE OF ITEM: **ACTION**

ITEM: E.1 **Consider Adoption of Resolution 2021-27 Making Findings Pursuant to Government Code Section 5493, as Amended by Assembly Bill 361, and Authorizing the Continued Use of Virtual Meetings**

PRESENTED BY: **April Sousa, Board Secretary**

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

Staff recommends that the Board review the provided material, discuss, take public comment, adopt Resolution 2021-27 (**Attachment 1**) Making findings pursuant to Government Code Section 5493, as Amended by Assembly Bill 361, and Authorizing the Continued Use of Virtual Meetings.

Discussion:

At the beginning of the pandemic, Governor Newsom issued Executive Orders N-08-21, N-25-20, and N-29-20, which allowed for relaxed provisions of the Ralph M. Brown Act (Brown Act) that allowed legislative bodies to conduct meetings through teleconferencing without having to meet the strict compliance of the Brown Act.

The Governor slated these orders to sunset at the end of September 2021.

On September 17, 2021, Governor Newsom signed into law Assembly Bill 361, which amends the Government Code to provide relief from strict teleconferencing provisions of the Brown Act under certain circumstances. In order to continue in this matter, the legislative body would need to make certain findings that would require the need for the legislative body to conduct meetings in this matter. These findings would include any sort of proclaimed state of emergency.

A state of emergency was proclaimed by the Governor on March 4, 2020, which remains in effect today. Additionally, the Humboldt County Health Officer has imposed recommendations to continue to promote social distancing in his August 6, 2021 order, as well as other prior orders and guidance.

As this state of emergency continues to directly impact the ability for some members of the public to meet in person as well as, at times, members of the Board of Directors to safely meet in person, the continuance of public meetings via teleconference is advisable.

The Board of Directors previously discussed continuing with a teleconference option for all board meetings at the August 2021 Board meeting. With the passing of Resolution 2021-27, any Board member that finds themselves unable to attend in person due to a sudden COVID matter will be able to continue to meet as a member of the Board via a teleconference option without the strict teleconferencing provisions, which includes disclosing the location of each Board Director who is meeting virtually.

It is recommended by legal counsel that this resolution be reaffirmed in 30 days, and every 30 days after, until such time it is no longer needed.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Not applicable.

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Resolution 2021-27

RESOLUTION NO 2021-27
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT MAKING FINDINGS PURSUANT TO GOVERNMENT CODE SECTION 54953, AS AMENDED BY ASSEMBLY BILL 361, AND AUTHORIZING THE CONTINUED USE OF VIRTUAL MEETINGS

WHEREAS, as a result of the COVID-19 pandemic, the Governor issued Executive Order Nos. N-08-21, N-25-20 and N-29-20, which suspended certain provisions of the Ralph M. Brown Act to allow legislative bodies to conduct public meetings without strict compliance with the teleconferencing provisions of the Brown Act; and

WHEREAS, Assembly Bill 361, which was signed into law on September 17, 2021, amended Government Code section 54953, to provide relief from the teleconferencing provisions of the Brown Act under certain circumstances provided the legislative body makes certain findings; and

WHEREAS, as a result of the COVID-19 pandemic, the Governor proclaimed a state of emergency on March 4, 2020, in accordance with the section 8625 of the California Emergency Services Act, and the state of emergency remains in effect; and

WHEREAS, as a result of the COVID-19 pandemic, the Humboldt County Health Officer has imposed and has recommended measures to promote social distancing as more particularly set forth in his August 6, 2021, Order, among other prior orders and guidance; and

NOW, THEREFORE, the Board of Directors of the McKinleyville Community Services District does hereby find and resolve as follows:

1. That the Board has reconsidered the circumstances of the previously declared and existing state of emergency arising from the COVID-19 pandemic; and

2. That the state of emergency continues to directly impact the ability of the members of the Board to meet safely in person, and further that local officials continue to impose or recommend measures to promote social distancing; and

3. That the Board may continue to conduct public meetings in accordance with Government Code section 54953(e); and

4. That the Board will reconsider the above findings within 30-days of this Resolution.

PASSED AND ADOPTED on the 6th day of October 2021 by the following vote:

AYES:
NAYS:
ABSENT:
ABSTAIN:

_____
Dennis Mayo, Board President

Attest:

_____
April Sousa, MMC, Board Secretary

McKinleyville Community Services District

BOARD OF DIRECTORS

October 6, 2021 TYPE OF ITEM: **ACTION**

ITEM: E.2 **Consider Adoption of Resolution 2021-28 Directing Staff to Proceed with the Planning for the Issuance of Obligations to Finance Funding of the 4.5MG Water Tank, Highway 101 Sewer Crossings, and Central Avenue Sewer and Water Main Replacement Projects**

PRESENTED BY: **Pat Kaspari, General Manager**

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

Staff recommends that the Board review the information provided, discuss, take Public Comment and approve Resolution 2021-28 directing Staff to proceed with the planning for the issuance of bonds to finance the 4.5-MG Water Tank, Highway 101 Sewer Crossings, and Central Avenue Sewer and Water Main Replacement Projects.

Discussion:

As discussed at the September 8, 2021 Board Meeting, the District is required to match $17.2M in secured grant funding with $2.6M for the construction of the 4.5-MG water storage tank and $1.7M for replacement of the District's three Highway 101 sewer crossings, for a total of $4.3M of financing required. These are critical infrastructure projects for the District that will provide needed resilience for the water and wastewater systems for McKinleyville. In addition, the District is beginning a $4M water and sewer main replacement project to replace the mains along Central Avenue from Sutter to Hiller. The District would also take this opportunity to refinance the existing $1.1M Davis Grundsky loan. The District's total financing need for the next 3 to 5 years is approximately $8.5M.

As presented in September, the District has been researching funding options with Brandis Tallman/Oppenheimer to take advantage of historic low interest rates. The most cost-effective option was determined to be a $8.5M bond sale ($4.68M water & $3.82M sewer) under a 30-year financing scenario. The All-In True Interest cost for this option is estimated to be 2.95%.

To move forward with these options, the District will require the assistance of:

1. A Bond Underwriter to provide credit rating modeling, compute the sizing and design structure of the financing, review finance documents, and other services as outlined in **Attachment 2.** District Staff has determined that Brandis

Tallman/Oppenheimer Co. provides the best value to the District for Underwriter services given their experience and familiarity with the District.

2. Bond & Disclosure Counsel to provide legal services in connection with the authorization, issuance, sale, execution and delivery of the Obligations and the other services as outlined in **Attachment 3**. District Staff has determined that Kutak Rock LLP provides the best value to the District for Bond Counsel services given their experience and familiarity with the District.
3. A Municipal Advisor to represent the District's interests in the issuance of the Obligations. District Staff circulated a Request for Qualifications (RFQ) for Municipal Advisor services. District Staff selected Fieldman Rolapp to serve as Municipal Advisor based on their qualifications (See **Attachment 4** for their Statement of Qualifications)

Resolution 2021-28 authorizes the General Manager and Finance Director to take such actions as are necessary and appropriate to provide for the issuance of the Obligations, and to present to the Board all resolutions and documents necessary in connection with the issuance of the Obligations. Nothing in the Resolution commits the District to issue any Obligations, and the District is under no obligation to move forward with issuance of the Obligations unless satisfactory terms are presented to the District. The Resolution also approves contracting with Oppenheimer & Co. Inc. to serve as Bond Underwriter, Kutak Rock LLP as Bond Counsel, and Fieldman Rolapp to serve as Municipal Advisor.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

As detailed in Oppenheimer Report in the September 8, 2021 Board packet.

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Resolution 2021-28
- Attachment 2 – Bond Underwriter Scope of Work
- Attachment 3 – Bond & Disclosure Counsel Scope of Work
- Attachment 4 – Fieldman Rolapp SOQ.

RESOLUTION NO. 2021-28

RESOLUTION OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT DIRECTING STAFF TO PROCEED WITH PLANNING FOR THE ISSUANCE OF CERTAIN OBLIGATIONS TO FINANCE THE 4.5MG WATER TANK, HIGHWAY 101 SEWER CROSSING AND CENTRAL AVENUE WATER AND SEWER MAIN REPLACEMENT PROJECTS AND APPOINTING A FINANCING TEAM IN CONNECTION THEREWITH

WHEREAS, the McKinleyville Community Services District (the "District") is a community services district duly organized and existing under the laws of the State of California; and

WHEREAS, the District is authorized to borrow money, incur indebtedness and sell and purchase its property to finance and refinance public capital improvements, including improvements to or of benefit to the District's water system and wastewater system; and

WHEREAS, the District has expressed interest in the issuance of obligations (the "Obligations") via a public offering to finance improvements to the District's water system and wastewater system, primarily consisting of a 4.5-million-gallon water tank, highway sewer undercrossings and a water/sewer mainline replacement (collectively, the "2021 Project"); and

WHEREAS, the Board of Directors desires to direct staff to pursue the steps necessary to issue the Obligations to finance the 2021 Project and to appoint Fieldman Rolapp as municipal advisor, Oppenheimer & Co. Inc., as underwriter and Kutak Rock LLP, as special counsel and disclosure counsel, for the issuance of the Obligations.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED BY THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT AS FOLLOWS:

SECTION 1. Direction to Staff. The General Manager and Finance Director of the District are each hereby authorized and directed to take such actions as are necessary or appropriate to provide for the issuance of the Obligations, and, at such time as determine appropriate, to present to this Board of Directors all resolutions and documents necessary in connection therewith. Nothing in this Resolution shall in any way commit the District to issue any Obligations, and the District is under no obligation to go forward with issuance of the Obligations unless satisfactory terms are presented to the District.

SECTION 2. Approval of Consultants. The Board of Directors hereby appoints the firms of Oppenheimer & Co. Inc, as underwriter, Fieldman Rolapp as municipal advisor, and Kutak Rock LLP, as special counsel and disclosure counsel, in connection with the proposed issuance of the Obligations. The Board of Directors hereby authorizes and directs the General Manager and the Finance Director to execute and deliver an agreement with said consultants for their services. Payment of fees and expenses with respect to such agreement shall be contingent upon the issuance of the Obligations.

SECTION 3. Other Acts. The officers and staff of the District are hereby authorized and directed, jointly and severally, to do any and all things, to execute and deliver any and all documents, which in consultation with the District's General Counsel and Kutak Rock LLP, special counsel, they may deem necessary or advisable in order to effectuate the purposes of this Resolution, and any and

all such actions previously taken by such Officers or staff members are hereby ratified and confirmed.

SECTION 4. Effective Date. This Resolution shall take effect upon adoption.

ADOPTED, SIGNED AND APPROVED at a duly called meeting of the Board of Directors of the McKinleyville Community Services District on October 6, 2021 by the following polled vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
Dennis Mayo, Board President

Attest:

_____
April Sousa, MMC, Board Secretary

AGREEMENT FOR UNDERWRITING SERVICES

McKinleyville Community Services District 2021 Water and Wastewater Revenue Bonds

This Agreement, made and entered into, by and between the McKinleyville Community Services District (the "District") Oppenheimer & Co. Inc. ("OpCo") is for the purpose of establishing OpCo as Underwriter for the District's Water and Wastewater Revenue Bonds (the "Financing"). OpCo will be compensated by a fee to be determined by the Certificate Purchase Agreement not to exceed $9.50 per Bond depending on the credit rating and size of the issuance. Payment of the fee will be contingent on the closing of the transaction. If the transaction does not close, the fee is not payable. Prior to the close, the District reserves the right to terminate this Agreement or reject the proposed Financing at any time.

SCOPE OF SERVICES
OpCo shall perform the duties and services specifically set forth herein and shall provide such other services as it deems necessary or advisable as Underwriter for the Financing.

The District may request, with the concurrence of OpCo, to expand this Scope of Services to include additional services not specifically identified herein which are reasonable and necessary to accomplish the Financing.

UNDERWRITING SERVICES
OpCo's services may include, but shall not be limited to, the following:

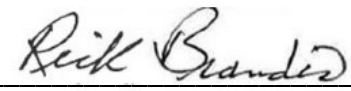
- Monitor and Comply with the Transaction Process
- Provide Market Commentary
- Credit Rating Modeling
- Credit Rating Process and Enhancement Analysis – Rating and Bond Insurance
- Develop Marketing Plan and Pricing Strategies
- Compute Sizing and Design Structure of Financing
- Review Financing Documents
- Prepare and Present to Staff, Committee and/or Board Meetings
- Provide Pre-Closing and Closing Assistance

Specifically, OpCo's underwriting services will include, but are not limited to:

- **Monitor and Comply with the Transaction Process** - OpCo shall work with the financing team for the successful implementation of the financing strategy and timetable that is adopted. OpCo shall participate in all activities leading to the successful sale and close of the Financing.
- **Provide Market Commentary –** OpCo will provide regular summaries of current market conditions, trends in the market and how these may favorably or unfavorably affect the Financing.

- **Credit Rating Modeling** – OpCo will model an estimated credit rating and point out the issuance's strengths and weaknesses. We will work with the financing team to structure the transaction to receive the best possible credit rating.
- **Credit Rating Process & Enhancement Analysis - Rating and Bond Insurance** – OpCo will analyze the benefits of a rating and/or credit enhancement and will work with the financing team in the preparation of any rating agency strategy and presentation to procure a rating. We will perform numerical analyses, providing quantitative analysis of bond insurance benefits.
- **Develop Marketing Plan and Pricing Strategies** – OpCo will develop a pre-sale marketing plan, solicit price views from the market to provide preliminary pricing indications for the offering range of the financing, and provide sales comparables and market commentary.
- **Compute Sizing and Design Structure of the Financing –** OpCo shall work with the financing team to compute sizing and design the debt structure to be consistent with the terms agreed upon by the District. OpCo will also work with the financing team to structure debt consistent with existing covenants and requirements, if any.
- **Review Financing Documents –** OpCo will assist the financing team in the drafting and review of respective financing resolutions, legal documents, Preliminary Official Statement (POS) and final Official Statement (OS), and closing documents. In this regard, OpCo shall monitor document preparation for a consistent and accurate presentation of the business terms and financing structure agreed upon by the District.
- **Prepare and Present to Staff, Committee and/or Board Members –** As deemed appropriate by the financing team, OpCo shall prepare and present market analysis and financing scenarios to the District. Upon request, OpCo will attend any meetings or educational sessions.
- **Provide Pre-Closing and Closing Assistance –** OpCo will assist bond counsel, including arranging for or monitoring the progress of final settlement and delivery of securities.

The District and OpCo have each caused this Agreement to be executed by their duly authorized officers as of the dates written below.

OPPENHEIMER & CO. INC.	MCKINLEYVILLE COMMUNITY SERVICES DISTRICT
By 	By_____
Rick Brandis, Managing Director	Pat Kaspari, General Manager
Date 9/24/2021	Date_____

AGREEMENT FOR BOND AND DISCLOSURE COUNSEL SERVICES

THIS AGREEMENT (the "Agreement") is made and entered into this ___ day of October, 2021, between the McKinleyville Community Services District, whose address is 1656 Sutter Road, McKinleyville, CA 95519 (the "District"), and Kutak Rock LLP ("Kutak") whose address is 5 Park Plaza, Ste. 1500, Irvine, California 92614.

W I T N E S S E T H:

WHEREAS, the District proposes to finance certain public improvements for the benefit of the District's water system and wastewater system (the "Project"); and

WHEREAS, Kutak is specifically trained and experienced in the conduct of proceedings for accomplishing the financing of the Project through the preparation, sale and delivery of a tax-exempt certificate of participation or other obligations for such purposes (the "Obligations"); and

NOW, THEREFORE, in consideration of the covenants and premises herein contained and other good and valuable consideration, the parties hereto agree as follows:

1. Duties. Kutak shall provide legal services in connection with the authorization, issuance, sale, execution and delivery of the Obligations (the "Transaction"). Such services shall include, but not be limited to, the following:

a. Reviewing California State law regarding the authority for the District to authorize and enter into the Obligations.

b. Conferring and consulting with the District, the officers, administrative staff, financial advisor, underwriter and other representatives of the District in connection with the preparation and formulation of the Transaction.

c. Preparation of the Resolution of Issuance, security documents and all other resolutions, agreements, notices and other documents necessary for the proper conduct and consummation of the Transaction.

d. A review of all financial documents for legal sufficiency.

e. Preparation of the official statement or disclosure document in connection with the Transaction to assure the disclosure of all material facts within the knowledge of the District.

f. Preparation of an incumbency certificate, an arbitrage certificate, and any and all other closing documents required of the District to accompany delivery of the financing documents.

g. Preparation of documentation and assistance in obtaining credit enhancement and/or a rating on the Obligations if such a rating is sought.

h. Attendance at and supervision of the closing, and issuing the legal opinion of Kutak stating that the interest payments with respect to the Obligations is exempt from present federal and State income taxes, as the case may be, and approving in all respects the legality of all proceedings for the authorization, issuance, sale and delivery of the Obligations and other agreements relating to the Transaction.

i. Preparation of a transcript of the closing of the Transaction.

j. Conferring and consulting with District officials and agents with regard to any problems which may arise prior to the maturity of the issuance.

k. Providing any other necessary services, including ongoing monitoring of the Transaction after the sale of the Obligations and assistance to the District regarding the Transaction, generally expected of Kutak not listed above.

2. Compensation. For provision of the services to be rendered pursuant to this Agreement related to the execution and delivery or issuance of the Obligations, the District shall pay Kutak a fee of $_____, which fee shall include any out-of-pocket expenses incurred by it in the course of this engagement, such as reproduction and printing costs, word processing time, long distance telephone calls, and similar items (excluding any publication costs). Said fee is payable only upon issuance of the Obligations and shall be paid from proceeds thereof.

In the event Kutak is requested to perform additional work outside of its normal and customary services as bond counsel or disclosure counsel, such as litigation, Kutak will be paid additional compensation therefor following the submission of monthly, itemized bills at the hourly rate of the attorney performing such services; provided, however, there shall be no additional compensation due Kutak under the paragraph without the prior approval of the District.

3. Assignment. This Agreement may be assigned by the District to any other issuer of the securities as may be necessary to consummate the Transaction, without the consent of but with notice to Kutak.

4. No Guarantees; Entire Agreement. Nothing in this Agreement and nothing in our statements to you should be construed as a guarantee or promise about the outcome of the Transaction or any phase thereof. We make no such guarantees or promises. Comments about the course or outcome of the Transaction or any phase thereof which we may make from time to time are expressions of opinion only. The written Agreement constitutes the entire Agreement between the parties hereto with respect to Kutak services and neither party has been induced to make or enter into this Agreement by reason or promise, agreement, representation, statement or warranty other than as herein contained.

5. Other Representation. Kutak may, from time to time, have clients with interests which may be potentially adverse to the District. Kutak reserves the right to represent said clients except on matters directly relating to the issuance and sale of the Obligations. We will disclose any such potential conflict to you and will seek a waiver of that conflict. We will of course work with you and our other clients to construct an appropriate ethical wall to protect the confidences of all of our clients and to clearly separate our work in any such case. Although we are not asking for a waiver now since these conflicts may not emerge, we ask that you agree to give good faith consideration to our requests for any such waivers in the future. This will allow us to better serve all of our clients.

6. Work Product. Our files developed in the course of work undertaken pursuant to this Agreement are your property. We will release those files to you or to anyone else you designate upon your written request delivered to the attorney in charge of this matter. However, such a request will signify the end of this engagement if it is then still ongoing. You agree that we may, in our sole discretion, copy all or any portion of such files at your expense and retain such copies, and that we may have a reasonable period of time before releasing the documents to you or your designee in order to make the copies. We will from time to time send portions of your files that are not currently needed to an off-site storage facility. The cost of using this facility will be our sole expense. However, we are not the guarantor of the security of any off-site storage facility. Accordingly, you agree that the firm will not be responsible for any damages which may occur as a result of the loss of any of your files which we store at an off-site storage facility. You also agree that we may, after the passage of two years without our having performed any work for you pursuant to this engagement, destroy the files of this engagement without further notice to you unless you have previously provided us with written instructions to forward the files to you or to another person you designate.

7. Insurance. We carry professional liability insurance which would cover the services we will be providing under the terms of this Agreement. That insurance is subject to a self-insured retention.

8. Litigation. If an action or proceeding is commenced to enforce this Agreement or any provision hereof, the prevailing party in such an action or proceeding shall be entitled to recover the reasonable amount of his, her or its fees and costs thereof, in addition to compensatory damages. For the purposes of enforcing this Agreement only, and as otherwise required by law, you agree that this Agreement may be disclosed to a court.

9. Notices. All notices, demands, requests, consents and approvals given, required or permitted to be given hereunder, shall be contained in writing and shall be deemed sufficiently given if sent by express delivery service or by registered or certified mail, postage prepaid and return receipt requested, addressed to the parties at the addresses set forth above or on any addendum or counterpart to this Agreement, or to such other address as the recipient shall have notified the sender of in writing. You agree to keep us currently informed of any change in your address or telephone numbers so that we may effectively communicate with you. We will also advise you promptly of any change in the firm's business address, electronic mail address, telephone or facsimile numbers.

10. California Law. This Agreement is made under and shall be construed in accordance with the substantive laws of the State of California.

11. Counterparts. This Agreement may be executed in counterparts each of which shall be deemed an original but all of which shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their respective officers and representatives thereto duly authorized, all as of the day and year first above written.

MCKINLEYVILLE COMMUNITY SERVICES DISTRICT

By: _____
General Manager

KUTAK ROCK LLP

By: _____
Albert R. Reyes, a Partner

Item E.2 Attachment 4

MCKINLEYVILLE COMMUNITY SERVICES DISTRICT

1970 - 2020
50 Years of Service
McKINLEYVILLE COMMUNITY SERVICES DISTRICT

Request for Qualifications ("RFQ")

from Fieldman, Rolapp & Associates, Inc.

September 28, 2021

September 28, 2021

Ms. Collen M.R. Trask, Finance Director
McKinleyville Community Services District
1656 Sutter Road
McKinleyville, CA 95519

Dear Ms. Trask,

Fieldman, Rolapp & Associates, Inc. ("Fieldman" or "the Firm") is pleased to submit this Request for Qualifications ("RFQ") to serve as Municipal Advisor to the McKinleyville Community Services District (the "MCSD"). The enclosed submission highlights our industry-leading transactional experience advising California special districts in the issuance of revenue bonds, as well as our approach to advising the MCSD.

Our RFQ is brief per your instructions and provides our experience serving special districts since 2016, summarizes our approach to advising the MCSD on the most efficient and fiduciarily responsible method of acquiring external, long-term debt to fund capital infrastructure and provides our proposed fee.

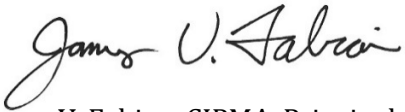
Our proposed team is comprised of two senior advisors who specialize in California utility revenue bond finance. **James Fabian**, Principal, will be primarily responsible for all aspects of our engagement. He will be supported by **Un Chu Reardon**, Senior Vice President. They have extensive experience in advising California special districts utilities in optimizing financing opportunities.

Our firm is structured around the following core principles:

- ✓ **Experience**: Our proposed team includes our most-experienced senior advisors in California special district and utility revenue bond finance, debt structuring, and financial modeling. We help MCSD get the Project financing completed per the proposed schedule.
- ✓ **Integrity**: We pride ourselves on the quality of our service, our long client relationships and the confidence public agencies have in our abilities and integrity to protect their financial interests.
- ✓ **Service**: We offer customized financial advice that has distinguished us from our competitors and are committed to delivering innovative solutions for our special district clients. We work collaboratively with the MCSD other finance team members.

We trust that the material contained herein will conclusively demonstrate the benefits of selecting our firm to be the MCSD's advisor. Fieldman has been committed to serving public agencies since our firms' inception, in 1966 and we are proudly celebrating our 55 years of service to our clients this year. We are enthusiastic to have the opportunity to represent the MCSD.

Sincerely,
FIELDMAN, ROLAPP & ASSOCIATES, INC.



James V. Fabian, CIPMA, Principal
(415) 489-2860 direct, (949) 246-2344 cell
jfabian@fieldman.com

Fieldman, Rolapp & Associates, Inc. is a full service, independent registered municipal advisor focused on California public finance, with 100% of our firm's business focused on public sector financial services. Furthermore, as a registered municipal advisor with the MSRB (**MSRB ID: K0276**) and SEC (**SEC File No. 867-00175**), the needs of our clients are our priority and, as a fiduciary, we guard their short-term and long-term interests. We have a staff of 18 full-time employees (12 qualified municipal advisor representatives who have successfully passed the Series 50 exam and are familiar with all applicable Federal and California statues related to debt issuance).

Approach to Analyzing Financing Options and Structures

Fieldman will utilize the following approach to determine the optimal plan of finance for the CSD:

- Develop customized financial model to develop financing scenarios
    - Research, analyze and model different funding alternatives including public or private sale
- Integrate review of the MCSD's credit profile and key credit rating metrics
- Work with the MCSD to refine and determine the best alternatives per proposed schedule, based on:
    - All-inclusive cost of funding for each scenario;
    - Credit rating implications;
    - Timing considerations and interest rate risk;
    - Average annual payments; and Alternate structures;

As a final step, our approach would include working with the MCSD staff and finance team members to document the alternatives considered and develop the analysis and rationale for the recommended alternative. We would provide this analysis in the form of a presentation to the MCSD's Board or Memorandum, whichever the MCSD staff believes is most effective.

Key personnel assigned to the MSCD

Mr. James V. Fabian, **Principal**, will serve as the Engagement Manager/Project Manager and will be the day-to-day direct point of contact for the MCSD. Mr. Fabian nearly 36 years of relevant experience and was a government official for more than fourteen years.

Ms. Un Chu Reardon, Senior Vice President, will serve Strategic Advisor, Co-Project Manager & Primary Technical Consultant to MCSD. She has extensive financial modelling and strategic planning experience that will benefit MSD.

Firm's experience providing financial advisory services to California special districts

Fieldman is consistently ranked in the Top Five Municipal Advisory firms in the State of California based on the number of deals sold by California public agencies. We are Municipal Advisor to over 60 Special Districts in California. We specialize in Water and Waster financing as indicated in the chart below:

TOP 10 FINANCIAL ADVISORS IN CALIFORNIA Water & Wastewater Financings, 2016 - 2021		
FINANCIAL ADVISOR	# of Issues	Par Amount (US$ Mil)
1 Public Resources Advisory Group	64	$7,335.8
2 Montague DeRose & Associates LLC	45	$6,491.1
3 PFM Financial Advisors LLC	63	$4,949.9
4 Fieldman Rolapp & Associates	**103**	**$3,579.6**
5 Backstrom McCarley Berry & Co	18	$2,105.8
6 Hilltop Securities	14	$937.0
7 KNN Public Finance	14	$781.5
8 NHA Advisors	23	$522.7
9 Urban Futures Inc	23	$489.9
10 Acacia Financial Group Inc	6	$484.2
TOP TEN TOTALS	373	$27,677.5

** Source: Refinitiv as of January 20, 2021*

Includes sole advisory roles only

We have completed 141 transactions for our Special District clients since 2016. It is this understanding which permits us to approach challenges with practicality which, when added to our financial expertise, yields unparalleled advice for our clients. The table below provides the summary of our special district transactions since 2016:

All FRA Special District Transactions January 1, 2016 to Present		
TYPE OF FINANCING	TOTAL PAR AMOUNT	NO. OF ISSUES
Land Secured	$138,482,453	32
COPs/Lease/Lease Revenue	576,755,000	13
General Obligation	15,025,000	1
Revenue Bonds	3,438,635,535	88
Other	34,049,272	7
TOTALS	$4,202,947,259	141

PROPOSED PRICING

We are proposing a fixed contingent fee of $26,00 for all services described in the RFQ

REFERENCES

CITY OF ROHNERT PARK
130 Avram Ave., Rohnert Park, CA 94928
Darrin Jenkins, *City Manager*
(707) 558-2243, djenkins@rpcity.org
Multiple Bond issues for the City of Rohnert Park going back to 2015

ROSAMOND COMMUNITY SERVICES DISTRICT
3179 35TH Street West Rosamond, CA 93560
Steve Perez, *General Manager*
(661) 256-3411, sperez@rosamondcsd.com
Private Placement financing for the District going back to 2019

CITY OF DOS PALOS
2174 Blossom Street, Dos Palos, CA 93620
Darrell Fonseca, City Manager
(209) 392-2174, cityofdo@cityofdp.com
Private Placement financing for the City going back to 2019

McKinleyville Community Services District

BOARD OF DIRECTORS

October 6, 2021 TYPE OF ITEM: **ACTION**

ITEM: E.3 **Consider Second Reading Adoption of Ordinance 2021-07 Adding Section 68.05 to Regulation 68, Latent Powers of Article Vi: Miscellaneous, Addressing Reclamation Authorities in the MCSD Rules and Regulations**

PRESENTED BY: **April Sousa, Board Secretary**

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

Staff recommends that the Board review the provided material, discuss, take public comment, and conduct the second reading and adopt Ordinance No. 2021-07 (**Attachment 1**) Adding Section 68.05, by title only.

Discussion:

As the Board may recall, the Latent Powers Committee brought forth a list of recommendations in February of 2021, which the Board directed staff to complete. To date, the Board has completed the recommendations regarding policies on homeless services, clarification regarding the relationship between MCSD and the McKinleyville Municipal Advisory Committee (MMAC), and clarification of Library Powers. Staff is now prepared to bring the next item forward for consideration. This item addresses the reclamation authorities exercised by MCSD as they pertain to current water, wastewater, and parks and recreation powers.

The District currently executes reclamation powers such as reclaimed wastewater to irrigate adjacent lands, the ability to modify, dismantle, and reclaim obsolete facilities, such as the old percolation ponds in order to connect and restore them to the Mad River, and the reclamation of biosolids from the wastewater process. The District has reclaimed, treated wastewater for irrigation at the Fischer property since the 1980's, and used stormwater detention basin installed as part of the District's Open Space powers to reclaim stormwater for groundwater recharge, also since the 1980's. These current executed powers are a part of the District's Wastewater Authority under Government Code 61100(b) and the District's National Pollution Discharge Elimination System permit and were uses that were well established prior to January 1, 2005.

Ordinance No. 2021-04 added regulation 68: Latent Powers to the Rules and Regulations and became effective May 7, 2021. Ordinance No. 2021-07 adds 68.05 to clarify current reclamation uses and specifies the reserved right to proceed independently on reclamations projects based upon the history of similar projects executed before January 1, 2005.

The first reading of this Ordinance took place on September 8, 2021.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Not applicable.

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Ordinance No. 2021-07

ORDINANCE NO. 2021-07
AN ORDINANCE OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT ADDING SECTION 68.05 TO REGULATION 68, LATENT POWERS OF ARTICLE VI: MISCELLANEOUS, ADDRESSING RECLAMATION AUTHORITIES IN THE MCSD RULES AND REGULATIONS

WHEREAS, the McKinleyville Community Services District (MCSD) recently discussed and appointed an ad-hoc subcommittee to review the District's Latent Powers; and

WHEREAS, the Latent Powers Committee recommended, later approved by the full MCSD Board, to clarify existing and future Latent Powers of the District; and

WHEREAS, the District wishes to clarify their powers and authorities relating to reclamation authorities as they pertain to current water, wastewater, and parks and recreation powers; and

WHEREAS, the District currently exercises limited reclamation powers including, without limitation, reclaiming wastewater to irrigate adjacent lands, reclaiming obsolete facilities, such as the old percolation ponds in order to connect and restore them to the Mad River, and the reclamation of biosolids from the wastewater process; and

WHEREAS, these currently exercised powers are a part of the District's Wastewater Authority pursuant to California Government Code Section 61100(b) and required by the District's National Pollution Discharge Elimination System permit; and

WHEREAS, the reclamation activities detailed below were established prior to January 1, 2005, with reclaimed, treated wastewater being used for irrigation at the Fischer property since the 1980's and the use of existing stormwater detention basins installed as part of the District's Open Space powers to reclaim stormwater for groundwater recharge; and

WHEREAS, the District wishes the right to continue with these limited reclamation activities consistent with this history.

NOW, THEREFORE, the Board of Directors of the McKinleyville Community Services District ordains as follows:

Rule 68.05: Reclamation Authorities, is added to Regulation 68, Latent Powers, of Article VI of the District's adopted Rules and Regulations to read as follows:

> **Rule 68:05: Reclamation Authorities**
>
> Absent a duly adopted amendment to this Ruel 68:05, the District shall not construct, maintain and/or operate flood protection facilities under California Government Code Section 61100(r), as these powers are generally subject to the jurisdictional purview of the County of Humboldt in the McKinleyville area. The

District has and shall continue, however, to exercise “reclamation” powers under existing water, wastewater, and parks and recreation authority under California Government Code Section 61100(b).

Current powers exercised by the District pursuant to California Government Code Section 61100(b) and pursuant to the District’s National Pollution Discharge Elimination System (NPDES) permit include, but are not limited to:

- Use of reclaimed wastewater to irrigate adjacent lands;
- The authority to modify, dismantle, and reclaim obsolete and unused wastewater reclamation related facilities, such as the old percolation ponds to connect and restore them to the Mad River;
- The reclamation of biosolids from the wastewater process; and
- Use of stormwater basins to reclaim and recharge groundwater.

These uses and powers were established and exercised by the District before January 1, 2005, with the use of reclaimed treated wastewater at the Fischer property for irrigation commencing in the 1980’s.

The District reserves the right to continue with reclamation activities based upon the established history of such activities commencing on or before January 1, 2005. In the event any new or additional reclamation activities are initiated, the District will seek permission from the Humboldt County Local Agency Formation Commission and/or other requisite jurisdictional authority to proceed either on a jurisdiction wide or project-by-project basis, as appropriate for other projects that may be considered to constitute “flood control” or new powers not historically exercised by the District as noted herein.

This Ordinance shall take effect and be in full force and effective thirty (30) days after its passage.

Introduced at a regular meeting of the Board of Directors held on September 8, 2021 and passed and adopted by the Board of Directors on _____, upon the motion of Director _____ and seconded by Director _____ and by the following roll call vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Attest: _____
Dennis Mayo, Board President

_____
April Sousa, MMC, Board Secretary

McKinleyville Community Services District

BOARD OF DIRECTORS

October 6, 2021 TYPE OF ITEM: **ACTION**

ITEM: E.4 **Consider First Reading of Ordinance 2021-08 Adding Regulation 48: Community Forest, to Article IV: Parks and Recreation, Addressing Community Forest Powers and Authority of the MCSD Rules and Regulations**

PRESENTED BY: **April Sousa, Board Secretary**

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

Staff recommends that the Board review the provided material, discuss, take public comment, and conduct the first reading Ordinance No. 2021-08 (**Attachment 1**) Adding Regulation 48, by title only.

Discussion:

As the Board may recall, the Latent Powers Committee brought forth a list of recommendations in February of 2021, which the Board directed staff to complete. To date, the Board has completed the recommendations regarding policies on homeless services, clarification regarding the relationship between MCSD and the McKinleyville Municipal Advisory Committee (MMAC), clarification of Library Powers, and most recently, clarification of reclamation authorities. Staff is now prepared to bring the next item forward for consideration. This item addresses the Community Forest powers and authority as it pertains to current MCSD parks and recreation powers.

The District is in the process of acquiring land to provide a community forest space, something that has been a part of the MCSD Strategic Plan. MCSD would like to include the provisions for a community forest within its Rules and Regulations.

Ordinance No. 2021-08 adds Regulation 48 to Article IV, which includes rules and regulations for the acquisition of land, formation of a Community Forest Committee, and other Community Forest guidelines and use.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Not applicable.

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Ordinance No. 2021-08

ORDINANCE NO. 2021-08
AN ORDINANCE OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT ADDING REGULATION 48: COMMUNITY FOREST, TO ARTICLE IV: PARKS AND RECREATION, ADDRESSING COMMUNITY FOREST POWERS AND AUTHORITY OF THE MCSD RULES AND REGULATIONS

WHEREAS, the McKinleyville Community Services District ("District") recently discussed and appointed an ad-hoc subcommittee to review the District's latent powers (the "Latent Powers Committee"); and

WHEREAS, the Latent Powers Committee recommended, later approved by the full MCSD Board of Directors, to clarify existing and future Latent Powers of the District; and

WHEREAS, the District wishes to clarify their powers and authorities relating to community forest services and operations; and

WHEREAS, in 1985, MCSD exercised a latent power in accordance with Government Code 61100(e) authorizing the District to "acquire, construct, improve, maintain, and operate recreation facilities, included but not limited to, parks and open space, in the same manner as a recreation and park district formed pursuant to the Recreation and Park District Law, Chapter 4 (commencing with section 5780) of Division 5 of the Public Resources Code"; and

WHEREAS, the definition of a community forest falls within the definition of a Recreation Facility in Government Code 5780.1(h) as "an area, place, structure, or other facility under the jurisdiction of a public agency that is used either permanently or temporarily for community recreation, even though it may be used for other purposes … including, but not limited to, … open space, park, [or] parkway …."; and

WHEREAS, MCSD is in the process of acquiring land to provide a community forest space to the residents of the McKinleyville Community for purposes of open space and recreation; and

WHEREAS, MCSD would like to include provisions for a community forest within its Rules and Regulations.

NOW, THEREFORE, the Board of Directors of the McKinleyville Community Services District ordains as follows:

RULE 1.88. PARK SYSTEM is amended to reflect the addition of a community forest within its definition of a Park System.

REGULATION 48: COMMUNITY FOREST is added to Article IV: Parks and Recreation as follows:

REGULATION 48 – COMMUNITY FOREST

RULE 48.01. ACQUISITION OF LAND – The McKinleyville Community Services District has the authority to acquire land to support future community forest operations, including acquisition of non-contiguous properties.

RULE 48.02. FORMATION OF COMMUNITY FOREST COMMITTEE – The Board of Directors authorizes the formation of a Community Forest Committee to provide the Board of Directors and staff with recommendations regarding the use, management and operation of community forest(s) owned and/or operated by the District.

RULE 48.03. COMMUNITY FOREST USE AND GUIDELINES – the guidelines and regulations for the use, operation, management, budgeting, watershed and environmental protection, forest management planning and practices, trail management and planning, and other uses of the community forest will be established by either existing or new Ordinance and will be consistent with other MCSD Recreation and Park System operations and regulations.

This Ordinance shall take effect and be in full force and effective thirty (30) days after its passage.

Introduced at a regular meeting of the Board of Directors held on _____ and passed and adopted by the Board of Directors on _____, upon the motion of Director _____ and seconded by Director _____ and by the following roll call vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Attest: _____
Dennis Mayo, Board President

_____
April Sousa, MMC, Board Secretary

McKinleyville Community Services District

BOARD OF DIRECTORS

October 6, 2021 TYPE OF ITEM: **ACTION**

ITEM: E.5 **Consider Approval of Memorandum of Understanding with Trust For Public Lands on Acquisition of Community Forest Property**

PRESENTED BY: **Patrick Kaspari, General Manager**

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

Staff recommends that the Board review the information provided, take public comment and approve the Board President to execute the MOU with Trust for Public Land as related to the acquisition of the Community Forest property.

Discussion:

As the Board is aware, Trust for Public Lands has received a grant from the State of California Natural Resource Agency to purchase 550 acres of land from Green Diamond Resource Company and then deed the land over to the District for the establishment of a Community Forest. The Board approved a filing of a CEQA Notice of Exemption and approved in principle of the acquisition of the land at the April 2021 Board Meeting.

The acquisition of the land still proceeds at a slow pace, and the actual transfer of land is still not expected to occur until the second or third quarter of 2022. Meanwhile, the District and Trust for Public Lands wished to clarify which entity is responsible for what tasks during and after the land acquisition. TPL provided an MOU template that District Staff and District Legal Counsel edited. **Attachment 1** is the final Draft MOU outlining each entity's responsibilities. There will be additional documents, Grant Deeds, etc. that will require District approval prior to the actual transfer of the property, which will come back to the Board for approval. There will also be extensive additional public outreach, development of a Forest Management Plan, development of a Trails and Access Plan, etc., which will be required after the District acquires the land.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Cost associated with this action is minimal. The overall costs for the operation and maintenance of a Community Forest are unknown at this time.

Environmental Requirements:

The Board approved a Notice of Exemption for the acquisition of the property at the April 2021 Board Meeting and filed it with the County and State Clearinghouse. More detailed studies and a Forest Management Plan and other CEQA and environmental documents and permits will be required as projects are implemented.

Exhibits/Attachments:

- Attachment 1 – Memorandum of Understanding between Trust for Public Land and McKinleyville Community Services District

Memorandum of Understanding
McKinleyville Community Forest

This Memorandum of Understanding ("**MOU**") is entered into by and between the McKinleyville Community Services District, a California Special Services District (**"MCSD"**) and The Trust for Public Land (**"TPL")**, a California nonprofit public benefit corporation. MCSD and TPL together may be referred to in this MOU as the "**Parties**" and individually as a "**Party**."

RECITALS

A. The Parties have worked collaboratively (i) to acquire funding for the eventual acquisition of certain real property interest(s) in all or part of approximately 553 acres of land owned and managed by Green Diamond Resources Company ("**GDR**"**)** in Humboldt County, California; (ii) to subsequently convey such real property interests to MCSD; and (iii) to create the McKinleyville Community Forest ("**Forest"**), for the benefit of the public (the "**Project**")**.** The subject properties are described in Exhibit A, attached hereto and incorporated herein by this reference, and are referred to collectively in this MOU as the "**Property**."

B. The Parties wish to set forth and clarify the responsibilities of each Party through this MOU.

The Parties agree as follows:

1. **Responsibilities of TPL.**

    a. TPL will pay for the direct out-of-pocket costs related to the acquisition of the Property (collectively, "**Transaction Costs**") for the following items:

        i. appraisal costs;

        ii. environmental assessment costs and other pre-acquisition property studies, surveys, and due diligence expenses;

        iii. fees and expenses of any outside legal counsel hired with respect to the Project;

        iv. closing costs and prorations as specified in the Acquisition Agreement (as said term is defined in Section 9, below); and

        v. other non-reimbursable, out-of-pocket costs agreed to by the Parties (e.g., signage, photography, dedication event, etc.).

    b. TPL shall be primarily responsible for performing the Project's necessary transactional tasks and due diligence review, including, but not limited to, obtaining appraisal(s), conducting title review and curative work, selecting the title and escrow company, and preparing escrow and closing instructions, on behalf of the Parties.

    c. TPL shall be primarily responsible for corresponding with, providing required updates and submittals, conforming to, and managing the grant obtained from

the State of California Natural Resource Agency ("**CNRA**") for the purchase of the Property from GDR.

2. **Responsibilities of MCSD.** MCSD shall be responsible for and shall provide necessary funding for the following:

    a. Outreach to local, state, and federal jurisdictions and politicians with the exception of CNRA.

    b. Local, state and federal government approvals for the operation of the Forest.

    c. Tribal consultation as required by the CNRA.

    d. Operations and maintenance of the Forest after acquisition of the Property.

    e. MCSD shall complete a Draft Management Plan for the CNRA's approval by - January 1, 2022.

3. **Indirect Expenses.** Unless otherwise agreed to in writing by the Parties, each Party will bear all of its own indirect expenses (generally understood as internal staff time and overhead) ("**Indirect Expenses**") without reimbursement from the other Party.

4. **Funding.** The Parties may solicit and raise funds from a variety of sources (including the federal government, state government, private parties **("donors")**, and foundations) to defray the costs of the Project. The parties acknowledge that acquisition funding has been awarded by the CNRA. Since MCSD and TPL are either governmental entities or exempt from income taxation under Section 501(c)(3) of the United States Internal Revenue Code, any payment made from one Party to the other Party under this Section will be made using the form of Unrestricted Grant Agreement attached as Exhibit B to this MOU and incorporated herein by this reference.

5. **Media and Public Outreach.** Each Party will coordinate with the other Party regarding any and all public relations, media, and signage related to the Project. Neither Party will permit any publicity to occur without the prior written consent of the other Party, and each Party will cause all Project-related collateral materials to carry the logo of both organizations. The Parties fully intend to share equally all public recognition and credit for participating in the Project and will so inform their respective Marketing Departments.

6. **Reciprocal Indemnities.** MCSD agrees to indemnify, defend and hold TPL, its agents, contractors, officers, directors, and employees (collectively, "**TPL Parties**"), and each of them, harmless from and to protect and defend each of the TPL Parties against any and all obligations, losses, claims, actions (including arbitration, administrative or judicial proceedings, suits, orders or judgments), causes of action, liabilities, penalties, damages (including consequential damages), costs and expenses (including reasonable attorneys' and consultants' fees and expenses) (collectively, "**Claims**"), including Claims brought by or on behalf of employees of MCSD (with respect to which MCSD waives, for the benefit of the TPL Parties, any immunity to which MCSD may be entitled under any worker's compensation laws), to the extent arising from any of the following: (a) the entry onto or use of the Property by MCSD or any other MCSD Parties (defined below); or (b) any injury or death of any person or damage to or destruction of property occurring in, on or about the Property, arising from the entry onto or use of the Property by MCSD or any other MCSD

Parties; or (c) any fraudulent or allegedly fraudulent act or omission of MCSD or any other MCSD Parties. The foregoing indemnification will apply comparatively to any active or passive negligence of the TPL Parties, if any.

TPL agrees to indemnify and hold MCSD, its agents, contractors, officers, directors, and employees (collectively, "**MCSD Parties**"), and each of them, harmless from and to protect and defend each of the MCSD Parties against any and all Claims, including Claims brought by or on behalf of employees of TPL (with respect to which TPL waives, for the benefit of the MCSD Parties, any immunity to which TPL may be entitled under any worker's compensation laws), to the extent arising from any of the following: (a) the entry onto or use of the Property by TPL or any other TPL Parties; or (b) any injury or death of any person or damage to or destruction of property occurring in, on or about the Property, arising from the entry onto or use of the Property by TPL or any other TPL Parties; or (c) any fraudulent or allegedly fraudulent act or omission of TPL or any other TPL Parties. The foregoing indemnification will apply comparatively to any active or passive negligence of the MCSD Parties, if any.

The obligations of this Section will survive the termination of this MOU.

7. **Project Failure:** If a Project Failure (as defined below) occurs, then neither Party will have further obligation to the other, except for those obligations that expressly survive termination of this MOU. A "**Project Failure**" means (i) failing to enter into an Acquisition Agreement with GRD on or before March 1, 2022; or (ii) the expiration or termination of an Acquisition Agreement with GRD (provided that amendments to an Acquisition Agreement with GRD do not constitute a Project Failure).

8. **Intent; Amendment.** The purpose of this MOU is to memorialize the current intent of the Parties to work together transparently and collaboratively in identifying some of the expectations of each other and tasks to be performed in connection with the Project. The Parties agree to work together in good faith and to cooperate toward the goal of carrying out the Project as provided for herein and to otherwise fulfill the respective undertakings of the Parties under this MOU. The Parties recognize that amendments to this MOU may be necessary in the future. This MOU may be amended only by a written document signed by both Parties.

9. **Termination.** If either Party determines at any time before TPL's exercise of an option to purchase the Property under a written option agreement entered into by and between TPL and GDR ("**Acquisition Agreement**"), that the Project is infeasible, is not in the interest of its organization, or is not approved by the board of directors of the organization, then the Party may terminate this MOU by written notice to the other Party, and neither Party will have any further obligation to the other, except for those obligations that expressly survive termination of this MOU. Neither Party may terminate this MOU after TPL's exercise of an option to purchase the Property under an Acquisition Agreement entered into by and between TPL and GDR (but the Parties may, by written agreement, amend this MOU or replace this MOU with another agreement).

10. **Confidentiality.** The Parties acknowledge that (i) this MOU will be subject to public disclosure following the full execution of this MOU by the Parties; and (ii) Project information

contained in or generated pursuant to this MOU may also be subject to disclosure under the California Public Records Act ("**CPRA**"), to the extent required by law. Notwithstanding the foregoing, any information exempt from disclosure under the CPRA shall not be provided to anyone other than the Parties, and/or their respective attorneys, tax advisors, employees, or representatives without the prior written consent of the other Party; provided, however, either Party may disclose terms and information related to this MOU and the Project and provide a copy of this MOU to third parties in order to perform its obligations under this MOU, to obtain funding for the Project, for a third party to acquire the Property, and/or to generate public awareness. The confidentiality obligations of this Section do not apply to information that is in the public domain or subject to disclosure under the CPRA. The confidentiality obligations contained in this Section will survive the termination of this MOU.

11. **No Joint Venture.** This MOU does not create any partnership, joint enterprise, joint venture or other common enterprise between the Parties.

12. **Notices.** Any notice or demand by either Party to the other in connection with this MOU must be in writing and may be personally served on the Party, sent by registered or certified mail, postage prepaid, return receipt requested, or sent by email to the address of the Party shown below or such other address that the Party may specify in compliance with this Section. Such notice or demand, if sent by mail, will be deemed given three (3) days after deposit in the United States mail, if personally served on the Party, when delivered, or if delivered by email, upon transmission, provided the sending party does not receive any indication that the transmission was not successful.

If to MCSD:	McKinleyville CSD Attn: Patrick Kaspari, GM 1656 Sutter Road PO Box 2037 McKinleyville, CA 95519 Phone 707-839-3251 Email: pkaspari@mckinleyvillecsd.com
If to TPL:	The Trust for Public Land Attn: John Bernstein 101 Montgomery Street, Suite 900 San Francisco, CA 94104 Phone: (415) 800-5281 Email: John.Bernstein@tpl.org

13. **Counterparts**. The Parties may execute this MOU in two or more counterparts, each of which will be considered an original and together will constitute one and the same agreement. Scanned signatures transmitted by electronic means are acceptable and will be treated the same as original ink signatures for the purpose of executing and making this MOU binding and effective.

[Remainder of this Page Intentionally Left Blank; Signatures Appear on Following Page]

IN WITNESS of the foregoing provisions the parties have signed this Memorandum of Understanding as of the dates written next to their respective signatures below:

THE TRUST FOR PUBLIC LAND, a California nonprofit public benefit corporation

By:_____

Guillermo Rodríguez
California State Director

Date: _____

MCKINLEYVILLE COMMUNITY SERVICES DISTRICT, a California Special Services District

By: _____

Name: _____

Title: _____

Date: _____

Exhibit A

Map of the Property
[To be Attached Prior to Execution]

Exhibit B

Form of Unrestricted Grant Agreement

_____ , 2021

[Donee]
_____
_____
Attn: _____

Dear _____:

[Donor], a California nonprofit public benefit corporation, is pleased to make a grant of $_____ to the [Donee], a California Special Services District, which is exempt from income taxation _____[basis].

This grant is made for the general support of [Donee], to support its public service work in creating and maintaining the McKinleyville Community Forest.

This grant may not be used to support or oppose any candidate for public office, nor is this grant earmarked for use in any lobbying effort. Grantee may not use the grant in any attempt to influence legislation within the meaning of Internal Revenue Code sections 501(h), 4911, 4954(d)(1) or (e).

Sincerely,

[Donor]_____

_____
By: _____
Its: _____

McKinleyville Community Services District

BOARD OF DIRECTORS

October 6, 2021 TYPE OF ITEM: **ACTION**

ITEM: E.6 **Consider Approval of Filing a Notice of Exemption for Construction of BMX Track & Park on APN 508-242-043**

PRESENTED BY: **Pat Kaspari, General Manager**

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

Staff recommends that the Board review the provided material, discuss, take public comment, approve the filing of a Notice of Exemption (NOE) for the construction of a BMX track & park on APN 508-242-043 and direct the General Manager to sign and file the NOE (**Attachment 1**) with the Humboldt County Clerk and State Office of Planning and Research within five working days.

Discussion:

As the Board is aware, when staff met with the Statewide Park Development and Community Revitalization Grant Program Officer (Prop 68 Grant) in July, we learned that the State is very interested in our application for the BMX Track and Park at the School Rd. and Washington Ave. property; however, the state does not generally fund projects that have not completed the CEQA process. After discussion with the Grant Program officer and with staff at GHD, District staff determined that a Class-32 Categorical exemption is appropriate for the project.

The necessary biological habitat assessment and cultural resources assessment of the property were completed in September 2021. Neither investigation found that the project would have a significant effect on the environment. These investigations are included as **Attachments 2 and 3** to the Staff Note.

Section 15332, In-Fill Development Project, of the Guidelines for California Environmental Quality Act (CEQA) states: Class 32 consists of projects characterized as in-fill development meeting the conditions described in this section: (a) The project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations; (b) The proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses; (c) The project site has no value as habitat for endangered, rare or threatened species; (d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality; (e) The site can be adequately served by all required utilities and public services.

The proposed project meets all these conditions: (a) site is zoned R-1-N (Residential Single Family) with Public Facility designation in General Plan; (b) site is 3-acres; (c) see attached environmental assessments; (d) the Project will

have no significant traffic, noise air or water quality impacts as it will average less than 110 daily traffic trips, noise will conform to existing noise ordinances, and there will be minimal to no air or water quality impacts; (e) there is adequate utility service to the parcel. The Project is therefore categorically exempt from CEQA.

The conceptual design submitted with the Proposition 68 grant application is included as **Attachment 4**. The project will generally consist of the construction of an approximately 900-lineal foot BMX track, a 6,825-square foot playground, a full-size basketball court, two pickleball courts, an ADA compatible restroom, a concession and storage room, and the supporting parking lot, lighting, sidewalks, landscaping, tables and benches. The Prop. 68 grant, if obtained, will pay for the construction of all these amenities.

There has also been significant community outreach for the Project, and many of the Communities suggestions have been integrated into the design. The BMX community is actively engaged in support for this project, and is actively fundraising, preparing the track design, and preparing permits to bring the project to fruition.

Alternatives:

Staff analysis consists of the following potential alternative:

- Take No Action

Fiscal Analysis:

Cost associated with this action is minimal. If obtained, the BMX track and park construction will be funded by the Prop. 68 grant. If the grant is not obtained, we will continue to apply for other grants, and the BMX community will continue to fund raise to fund construction. The costs for the operation and maintenance of the Park will be funded via MCSD Parks and Rec fees, and the BMX community fund raising and volunteer work.

As the potential CEQA expenditure is less than 10% of the total Parks Capital budget line, no formal budget modification is technically required. However, the expenditure is not grant funded, requires further disbursement of Parks reserves, and results in a potential year-end loss instead of a break-even budget. Therefore, the comparative Budget graph and the modified Capital Improvement Projects page are included as **Attachment 5** for Board information.

Environmental Requirements:

A Notice of Exemption fulfills the CEQA permitting requirements. A grading and building permit will be required from the County. The initial application for the building permit has been filed with the County.

Exhibits/Attachments:

- Attachment 1 – CEQA Notice of Exemption for MCSD Community Forest Project

- Attachment 2 – Biological Study
- Attachment 3 – Cultural Resources Study
- Attachment 4 – Project Site Plan
- Attachment 5 – Comparative Budget graph and CIP Project Page

Print Form

Notice of Exemption

Appendix E

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

County Clerk
County of: Humboldt
825 5th Street, 5th Floor
Eureka, CA 95501

From: (Public Agency): McKinleyville Community Services District
P.O. Box 2037, 1656 Sutter Road
McKinleyville, CA 95519
(Address)

Project Title: MCSD BMX Track and Washington School Park Project

Project Applicant: McKinleyville Community Services District

Project Location - Specific:

Project will be located at the MCSD School Road property APN 508-242-043

Project Location - City: McKinleyville Project Location - County: Humboldt

Description of Nature, Purpose and Beneficiaries of Project:

Project will consist of the construction of approx. 900-lineal feet BMX track, a 6,825-square foot playground, full sized basketball court, two pickle ball courts, restroom, concession stand, and supporting parking lot, lighting, sidewalks, landscaping, tables and benches.

Name of Public Agency Approving Project: McKinleyville Community Services District

Name of Person or Agency Carrying Out Project: McKinleyville Community Services District

Exempt Status: **(check one):**

- ☐ Ministerial (Sec. 21080(b)(1); 15268);
- ☐ Declared Emergency (Sec. 21080(b)(3); 15269(a));
- ☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- ☒ Categorical Exemption. State type and section number: Class 32, Section 15332
- ☐ Statutory Exemptions. State code number: _____

Reasons why project is exempt:

The project meets all the criteria for an in-fill development project.

Lead Agency Contact Person: Patrick Kaspari Area Code/Telephone/Extension: 707-839-3251

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? ☐ Yes ☐ No

Signature: _____ Date: _____ Title: _____

▪ Signed by Lead Agency ☐ Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: _____

Revised 2011

McKinleyville Community Services District

BMX Track and Park

Upland Delineation and Habitat Assessment

September 2021

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Tables

Appendices

1. Introduction

GHD prepared this upland delineation and habitat assessment report and accompanying appendices on behalf of the McKinleyville Community Services District, in support of the BMX Track and Park (Project) within the community of McKinleyville, California (**Appendix A Figure 1**). This report supports the Project's environmental documentation, permitting, and construction planning as deemed appropriate. The proposed Project Area (Project Survey Boundary) includes the area around access routes, staging areas, and excavation to create the BMX recreational track, parking area, and public community park (**Appendix A Figure 2**). This report is subject to, and must be read in conjunction with, the limitations set out in Section 5, Special Terms and Conditions, and the assumptions and qualifications contained throughout the report.

1.1 Project Description

The McKinleyville Community Services District (MCSD) proposes to The BMX Track and Park project intends to construct a BMX track of 700 to 900 linear feet, adequate for recreational and sanctioned race use. The track area will include storage, concessions, bleachers, and restrooms. The project will also include the construction of approximately 6,000 square feet of all-inclusive playground space, an outdoor basketball court, outdoor pickleball courts, a walking path and landscaping to include only native plant species and public art installations highlighting the native American history of the community. The project will include parking adequate for 80-85 vehicles.

1.2 Summary

GHD conducted the upland delineation and habitat assessment fieldwork on September 2nd, 2021. The delineation and habitat assessment were conducted within the Project Survey Boundary (PSB), as shown in **Appendix A Figure 2**. There were no United States Army Corps of Engineers (USACE) three-parameter wetlands mapped based on wetland indicative vegetation, hydric soils, and wetland hydrology (**Appendix A Figure 3**). The Project is within the McKinleyville Community Plan requirements and no one-parameter wetlands were found (McKinleyville Community Plan, 2002). There were no Sensitive Natural Communities (SNCs) observed within the PSB.

1.3 Regulatory Background

1.3.1 Federal

Waters of the United States

The Code of Federal Regulations (CFR), 40 CFR § 230.3 states the following:

> *The term waters of the United States means:*
>
> *(1) All waters which are currently used, or were used in the past, or may be susceptible to use in interstate or foreign commerce, including all waters which are subject to the ebb and flow of the tide;*
> *(2) All interstate waters including interstate wetlands;*
> *(3) All other waters such as intrastate lakes, rivers, streams (including intermittent streams), mudflats, sandflats, wetlands, sloughs, prairie potholes, wet meadows, playa lakes, or natural ponds, the use, degradation or destruction of which could affect interstate or foreign commerce including any such waters:*

(i) Which are or could be used by interstate or foreign travelers for recreational or other purposes; or

(ii) From which fish or shellfish are or could be taken and sold in interstate or foreign commerce; or

(iii) Which are used or could be used for industrial purposes by industries in interstate commerce;

(4) All impoundments of waters otherwise defined as waters of the United States under this definition;

(5) Tributaries of waters identified in paragraphs (s)(1) through (4) of this section;

(6) The territorial sea;

(7) Wetlands adjacent to waters (other than waters that are themselves wetlands) identified in paragraphs (s)(1) through (6) of this section; waste treatment systems, including treatment ponds or lagoons designed to meet the requirements of CWA (other than cooling ponds as defined in 40 CFR 423.11(m) which also meet the criteria of this definition) are not waters of the United States. (40 CFR § 230.3).

Wetlands Definition

40 CFR § 230.3 continues and defines, "(t) The term wetlands means those areas that are inundated or saturated by surface or ground water at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs and similar areas" (40 CFR § 230.3).

Executive Order 13778

Executive Order 13778 states, "The final rule excludes from the definition of "waters of the United States" all waters or features not mentioned above. In addition to this general exclusion, the final rule specifically clarifies that waters of the United States do not include the following:

- *groundwater, including groundwater drained through subsurface drainage systems;*
- *ephemeral features that flow only in direct response to precipitation, including ephemeral streams, swales, gullies, rills, and pools;*
- *diffuse stormwater runoff and directional sheet flow over upland;*
- *ditches that are not traditional navigable waters, tributaries, or that are not constructed in adjacent wetlands, subject to certain limitations;*
- *prior converted cropland;*
- *artificially irrigated areas that would revert to upland if artificial irrigation ceases;*
- *artificial lakes and ponds that are not jurisdictional impoundments and that are constructed or excavated in upland or non-jurisdictional waters;*
- *water-filled depressions constructed or excavated in upland or in non-jurisdictional waters incidental to mining or construction activity, and pits excavated in upland or in non-jurisdictional waters for the purpose of obtaining fill, sand, or gravel;*
- *stormwater control features constructed or excavated in upland or in non-jurisdictional waters to convey, treat, infiltrate, or store stormwater run-off;*
- *groundwater recharge, water reuse, and wastewater recycling structures constructed or excavated in upland or in non-jurisdictional waters; and*
- *waste treatment systems* (USACE 2020).

Wetlands Delineation Manual

The 1987 U.S. Army Corps of Engineers (USACE) Wetland Delineation Manual provides guidelines and methods to determine whether an area is a wetland subject to federal regulation under Section 404 of the Clean Water Act. The manual specifies that wetland hydrology, soil, and vegetation indicators must be present to identify a wetland (USACE 1987, p. 10). In addition, the Wetlands Delineation Manual states, "If hydrophytic vegetation is being maintained only because of man-induced wetland hydrology that would no longer exist if the activity (e.g., irrigation) were to be terminated, the area should not be considered a wetland," (USACE 1987).

Federal Geographic Data Committee (FGDC) Wetland Classification Standard

The Classification of Wetlands and Deepwater Habitats of the United States (FGDC 2013), based on Cowardin et al. (1979), states that wetlands must have at least one of the three wetland attributes: predominantly hydrophytic vegetation, predominantly hydric soil, and hydrology. However, they state that all available information should be used, and all three attributes should be considered if they are present (FGDC 2013).

1.3.2 State

The State Water Resources Control Board's (SWRCB) April 2019 *Procedures for Discharges of Dredged or Fill Material to Waters of the State* says the following:

> *An area is wetland if, under normal circumstances, (1) the area has continuous or recurrent saturation of the upper substrate caused by groundwater, or shallow surface water, or both; (2) the duration of such saturation is sufficient to cause anaerobic conditions in the upper substrate; and (3) the area's vegetation is dominated by hydrophytes or the area lacks vegetation.*
>
> *The Water Code defines "waters of the state" broadly to include "any surface water or groundwater, including saline waters, within the boundaries of the state." "Waters of the state" includes all "waters of the U.S." The following wetlands are waters of the state:*
>
> *1. Natural wetlands,*
> *2. Wetlands created by modification of a surface water of the state, and*
> *3. Artificial wetlands that meet any of the following criteria:*
> *a. Approved by an agency as compensatory mitigation for impacts to other waters of the state, except where the approving agency explicitly identifies the mitigation as being of limited duration;*
> *b. Specifically identified in a water quality control plan as a wetland or other water of the state;*
> *c. Resulted from historic human activity, is not subject to ongoing operation and maintenance, and has become a relatively permanent part of the natural landscape; or*
> *d. Greater than or equal to one acre in size, unless the artificial wetland was constructed, and is currently used and maintained, primarily for one or more of the following purposes (i.e., the following artificial wetlands are not waters of the state unless they also satisfy the criteria set forth in 2, 3a, or 3b):*
> *i. Industrial or municipal wastewater treatment or disposal,*
> *ii. Settling of sediment,*
> *iii. Detention, retention, infiltration, or treatment of stormwater runoff and other pollutants or runoff subject to regulation under a municipal, construction, or industrial stormwater permitting program,*
> *iv. Treatment of surface waters,*
> *v. Agricultural crop irrigation or stock watering,*

vi. Fire suppression,
vii. Industrial processing or cooling,
viii. Active surface mining – even if the site is managed for interim wetlands functions and values,
ix. Log storage,
x. Treatment, storage, or distribution of recycled water, or
xi. Maximizing groundwater recharge (this does not include wetlands that have incidental groundwater recharge benefits); or
xii. Fields flooded for rice growing.

All artificial wetlands that are less than an acre in size and do not satisfy the criteria set forth in 2, 3.a, 3.b, or 3.c are not waters of the state. If an aquatic feature meets the wetland definition, the burden is on the applicant to demonstrate that the wetland is not a water of the state" (SWRCB 2019).

The February 2020 *Draft Guidance State Wetland Definition and Procedures for Discharges of Dredged or Fill Material to Waters of the State* further clarifies as follows:

Human activity can cause changes to the surrounding landscape (e.g., grading activities, road construction, direct hydromodification) such that wetlands form where wetlands did not previously exist. Where such artificial wetlands are now a relatively permanent part of the natural landscape, and are not subject to ongoing operation and maintenance, they are waters of the state. By requiring that the wetlands are relatively permanent, the framework excludes wetlands that are temporary or transitory. That they are part of the natural landscape also indicates the relative permanence of the wetlands and suggests that the wetland is self-sustaining without ongoing operation and maintenance activities, and provides similar ecosystem services as natural wetlands. By way of example, this category of wetlands includes situations where water flow is permanently redirected as the result of human activity, such as grading in another area, such that new wetlands form in areas that were previously dry. These wetlands may not be natural wetlands because they result from human activity and they were not formed by modifying a water of the state (rather they were an indirect result), but nevertheless they take on the function of natural wetlands such that they should be considered waters of the state. This category would not include artificial wetlands constructed for specific purposes listed in section II.3.d because the construction of the artificial wetlands would be too recent to be deemed "historic" and the artificial wetland would likely require ongoing maintenance such that they would not be deemed "relatively permanent," and/or the artificial wetland is not part of the "natural landscape" (SWRCB 2020).

1.3.3 McKinleyville Community Plan

The McKinleyville Community Plan (2002, updated 2017) defines wetland areas using a 1-parameter definition as follows (p. 49):

Wetland Areas shall be defined according to the criteria utilized by the CA Dept. of Fish and Game (also included in the County's Open Space Implementation Standards). In summary, the definition requires that a given area satisfy at least one of the following three criteria:

- *the presence of at least periodic predominance of hydrophytic vegetation; or,*
- *predominately hydric soils; or,*
- *periodic inundation for seven (7) consecutive days*

2. Methodology

2.1 Upland Delineation Approach

A GHD botanist and a GHD soil scientist conducted a field visit for the upland/wetland delineation on September 2nd, 2021. To define a wetland, the USACE requires that vegetation, soil, and hydrology (three-parameters) all show wetland attributes (USACE 1987; USACE 2010). The delineation used USACE criteria from the *Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Western Mountains, Valleys and Coast Region* (USACE 2010). The current standard field forms provided by the USACE (2010) were used to collect vegetation, soils, and hydrology data (**Appendix B)**. The Project is within the McKinleyville Community Plan and the Plan requires investigation and analysis if one-parameter wetlands are on project sites.

In potential three-parameter wetland areas, vegetation, soil, and hydrology data are collected in a transect across the upland/wetland boundary with two plots (upland/wetland) per transect. The naming convention used on datasheets to designate upland or wetland plots associated with a transect is -Up or -W, respectively. The PSB was absent of three-parameter and one-parameter wetlands, so only upland points were collected.

Upland points were mapped in the field with an Eos Arrow 100 Submeter Global Positioning System (GPS) Receiver with Global Navigation Satellite System (GNSS) and an iPad running ArcGIS Collector software.

Each upland area is designated with a number (e.g., UP1) and numbered in sequence (e.g., U1, U2). The upland sampling points were completed to confirm and document the absence of any wetland indicators (soils, hydrology, and vegetation). **Appendix B** contains all datasheets recorded during the delineation.

2.2 Botanical methodology

Vegetation data collection consisted of listing the dominant species in the herbaceous, shrub, and tree layer within a standard-sized plot determined by the strata layer. Nomenclature follows *The Jepson Manual* (Baldwin et al. 2012), which was cross-checked to federal standard nomenclature to identify the indicator status. The species' wetland indicator status for the Western Mountains, Valleys, and Coast Region was denoted in the respective column, using the standard reference: *State of California 2016 Wetland Plant List* (Lichvar et al. 2016). This list classifies species based on the probability that they are found in wetlands (USACE 1987) as follows:

- Obligate (OBL): almost always in wetlands (99% probability)
- Facultative Wetland (FACW): usually occurring in wetlands (67% to 99% probability)
- Facultative (FAC): commonly occurring in wetlands and uplands (34% to 66% probability of occurring in wetlands)
- Facultative Upland (FACU): usually occurring in uplands (1% to 33% probability of occurring in wetlands)
- Upland (UPL): upland obligate, rarely in wetlands (1% in wetlands)

Species that do not appear on the list are considered to be in the upland category (Lichvar et al. 2016). Standard procedures for documenting hydrophytic vegetation indicators were used per the

Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Western Mountains, Valleys, and Coast Region (Version 2.0) (USACE 2010). The vegetation communities were assessed at a Rapid Assessment Point (**Appendix A Figure 3**) for possible Sensitive Natural Communities (SNCs) or habitats that may be regulated under the McKinleyville Community Plan according to the Manual of California Vegetation at the Alliance level (Sawyer et al. 2009). A Rapid Assessment protocol was conducted and is available in **Appendix C**. Site photographs have been included as **Appendix D.**

2.3 Soils Methodology

Upland soils were defined based on the *Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Western Mountains, Valleys, and Coast Region (Version 2.0) (*USACE 2010) procedures in combination with the Natural Resources Conservation Service's (NRCS) definitions presented in *Field Indicators of Hydric Soils in the United States* (USDA/NRCS 2018). Soil pits were dug to an approximate depth of 14 inches. Data on soil color, texture, and redoximorphic features were recorded. Any observed redoximorphic features (iron concentrations) were noted along with their percentage within the soil matrix, and care was taken to distinguish soil color chromas of 1 and 2 are indicative of an iron-depleted soil within 12 inches of the soil surface (USACE 2010; USDA/NRCS 2018).

The *Munsell Soil Color Book* (COLOR, M. 2000) was used to describe the soil colors for the entire depth of the test pit. Moist, natural soil aggregate (ped) surfaces, which had not been crushed, were used to determine the soil's color. Soils with low chroma were verified as being hydric or upland with *Field Indicators of Hydric Soils in the United States* (Version 8.2, 2018).

2.3.1 Existing Soils Information

The U.S. Department of Agriculture (USDA) Natural Resources Conservation Service (NRCS) identifies two soil units within the PSB (**Figure 4** and NRCS report in **Appendix E**). A brief map unit description, as generated by the NRCS, is provided for each soil unit below (NRCS 2021). Although NRCS soil mapping is informative, the scale is generally too broad to definitively characterize potential wetlands. Please see the full report included as **Appendix E** for complete details.

Arcata and Candymountain soils, 0 to 2 percent slopes

The Arcata and Candymountain map unit composition is as follows: 50% Arcata and similar soils, 35% Candymountain and similar soils, and 15% minor components. This area is considered prime farmland of state-wide importance if irrigated. Arcata and Candymountain soils originate from marine deposits derived from sedimentary rock. Arcata and Candymountain soil profiles are typically composed of fine sandy loam. Arcata and Candymountain soils are not rated as hydric, are well drained, and the depth to water table is typically greater than 80 inches. This map unit comprises 99.5% of the PSB.

Halfbluff-Tepona-Urban Land, 2 to 9 percent slopes

The Halfbluff-Tepona-Urban Land map unit composition is as follows: 40% Halfbluff and similar soils, 35% Tepona and similar soils, 15% Urban land, and 10% minor components. Halfbluff and Tepona soils can be found on marine terraces and the parent material is marine deposits derived from sedimentary rock. Halfbluff consists of fine sandy loam and sandy loam in the top horizons. Tepona is characterized by a thin organic layer overlaying loam and sandy loam. Halfbluff-Tepona-Urban Land are not rated as hydric soils, are moderately well drained, and depth to water table is 20-39 inches. This map unit comprises 0.5% of the PSB.

2.4 Hydrology Methodology

GHD delineated uplands within the area on September 2nd, near the end of the dry season. A WETS table showing climate data for the Arcata / Eureka Airport Weather Station is provided in **Appendix G**. Aerial photography and the National Wetland Inventory Mapper were referenced before conducting fieldwork (**Appendix A Figure 5**) (NWI 2021).

3. Results

During the upland delineation on September 2nd, 2021, the weather was mostly clear and sunny, and conditions were very dry (0.01 inches of precipitation recorded within the last month). There were no one or three-parameter wetlands or SNCs observed within the PSB. Upland sampling and Rapid Assessment points were taken within the PSB in areas were vegetation and soils could accurately be identified and were representative of the PSB as a whole**. Appendix A Figure 3** shows the locations of the upland delineations and habitat assessment.

3.1 Uplands Sampling Points

Upland sampling points were collected. No wetlands were observed and the PSB was characterized by the following upland points (**Table 3.3**).

3.1.1 Upland 1

The Upland 1 sample point was located in the north-western corner of the PSB (**Appendix D Photo 1**). Upland 1 was located near a fence line and was dominated by non-native plants including lemon-scented eucalyptus (*Eucalyptus citriodora*, UPL), colonial bent grass (*Agrostis capillaris*, FAC), rattlesnake grass (*Briza maxima*, UPL), and Scotch broom (*Cytisus scoparius*, UPL). Native California blackberry (*Rubus ursinus*, FAC) was also present at this location. Soils did not show hydric soil characteristics, consisting of an upper loam horizon (0 to 8 inches) with matrix color of 10YR 3/2 and a lower silt loam horizon (8 to 14 inches) with a matrix color of 10YR 4/4, no redoximorphic features, and the site did not show signs of wetland hydrology.

3.1.2 Upland 2

The Upland 2 sample point was located in the north central side of the PSB (**Appendix D Photo 2**). Upland 2 was located underneath a red alder (*Alnus rubra*, FAC), likely the only one in the PSB. Other dominant herbaceous plants were sweet vernal grass (*Anthoxanthum odoratum*, FACU) and California blackberry (FACU). Soils did not show hydric soil characteristics, consisting of an upper loam horizon (0 to 7 inches) with matrix color of 10YR 3/2 and a lower loam horizon (7 to 14 inches) with a matrix color od 10YR 3/3, no redoximorphic features, and the site did not show signs of wetland hydrology.

3.1.1 Upland 3

The Upland 3 sample point was located in the center of the PSB (**Appendix D Photo 3**). Upland 3 was located underneath Monterey pine (*Pinus radiata*, UPL), and Douglas fir (*Pseudotsuga menziesii*, FACU). Scotch broom (UPL) was present in the shrub stratum, and rattlesnake grass (UPL) dominated the herbaceous layer. Soils did not show hydric soil characteristics, consisting of an upper loam horizon (0 to 5 inches) with matrix color of 10YR 3/3 and a lower silt loam horizon (5 to 14 inches) with a matrix color od 10YR 5/6 and 5% redoximorphic features with a color of 5YR

4/6. While the lower horizon did have 5% redoximorphic features, the chroma of the matrix was too high for this soil to be considered a hydric soil. Additionally, the site did not show signs of wetland hydrology.

3.1.2 Upland 4

The Upland 4 sample point was located in the south-eastern corner of the PSB (**Appendix D Photo 4**). Upland 4 was located underneath scotch broom (UPL), and the herbaceous layer consisted of non-natives including colonial bent grass (FAC), scotch broom (UPL), orange cotoneaster (*Cotoneaster franchetii*, UPL) and sweet vernal grass (FACU). Soils did not show hydric soil characteristics, consisting of an upper loam horizon (0 to 9 inches) with matrix color of 10YR 3/2 and a lower loam horizon (9 to 14 inches) with a matrix color of 10YR 3/3 and no redoximorphic features, and the site did not show signs of wetland hydrology.

Table 3.1

Sampling Point Name	Location (lat/long)
Upland 1 (Up1)	(40.935006, -124.108680)
Upland 2 (Up2)	(40.935033, -124.108077)
Upland 3 (Up3)	(40.934740, -124.107787)
Upland 4 (Up4)	(40.934452, -124.107159)

3.2 Habitat Assessment

The parcel primarily consists of a graded and mowed open field with a mixture of non-native and native trees scattered throughout the parcel, areas of native California blackberry brambles on the northwestern and northeastern margins of the parcel, invasive Scotch broom underneath all canopies and present within the herbaceous layer as it had been mowed. Observed in the dominant tree layer was Douglas fir mixed with a few larger Monterey pine and smaller Sitka spruce (*Picea sitchensis*). The vegetation community was ultimately classified as a Douglas fir forest and woodland Association which is not considered a Sensitive Natural Community as characterized by the California Native Plant Society (CNPS) Rapid Assessment method (**Appendix C**). Several species are designated as highly invasive by the California Invasive Plant Council (Cal-IPC) were noted onsite, such as scotch broom, English ivy (*Hedera helix*), Himalayan blackberry (*Rubus* armeniacus), and orange cotoneaster which is Cal-IPC rated as moderately invasive. See **Appendix D Photo 5** for an overview photo.

4. Conclusions

The upland delineation and habitat assessment for the BMX Track and Park, completed on September 2nd, 2021, did not observe one or three-parameter wetlands or SNCs within the PSB based on hydrophytic vegetation, hydric soils, and wetland hydrology using methods and indicators outlined in the *Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Western Mountains, Valleys and Coast Region* (USACE 2010). Locations of Upland and Rapid Assessment plots are in **Appendix A Figure 3** with their corresponding data sheets in **Appendix B**

and **Appendix C**. While there were no wetlands or SNCs observed, a few highly invasive plants were observed within the PSB and should be noted and managed appropriately.

5. Special Terms and Conditions

5.1 Purpose of this Report

GHD prepared this report for the McKinleyville Community Services District (MCSD), and MCSD may only use and rely on this report for the purpose agreed upon between GHD and MCSD, as set out in the scope and contract for work effort reported herein. GHD Inc. is not liable for any action arising out of the reliance of any third party on the information contained within this report. GHD otherwise disclaims responsibility to any entity other than MCSD arising in connection with this report. GHD also excludes implied warranties and conditions, to the extent legally permissible.

5.1 Scope and Limitations

The delineation conclusions were based on the information available during the period of the investigation, which took place September 2nd, 2021. The opinions, conclusions, and any recommendations in this report are based on conditions encountered and information reviewed by the date of preparation of the report. Site conditions may change after the date of this report. GHD does not accept responsibility arising from, or in connection with, any change to the site conditions. GHD is also not responsible for updating this report if the site conditions change unless contracted to do so.

The services undertaken by GHD in connection with preparing this report were limited to those specifically detailed in the report and are subject to the scope limitations set out in the report.

The opinions, conclusions, and any recommendations in this report are based on the information obtained from and testing undertaken at or in connection with specific sample points. Conditions at other locations of the site may be different from the conditions found at the specific sample points.

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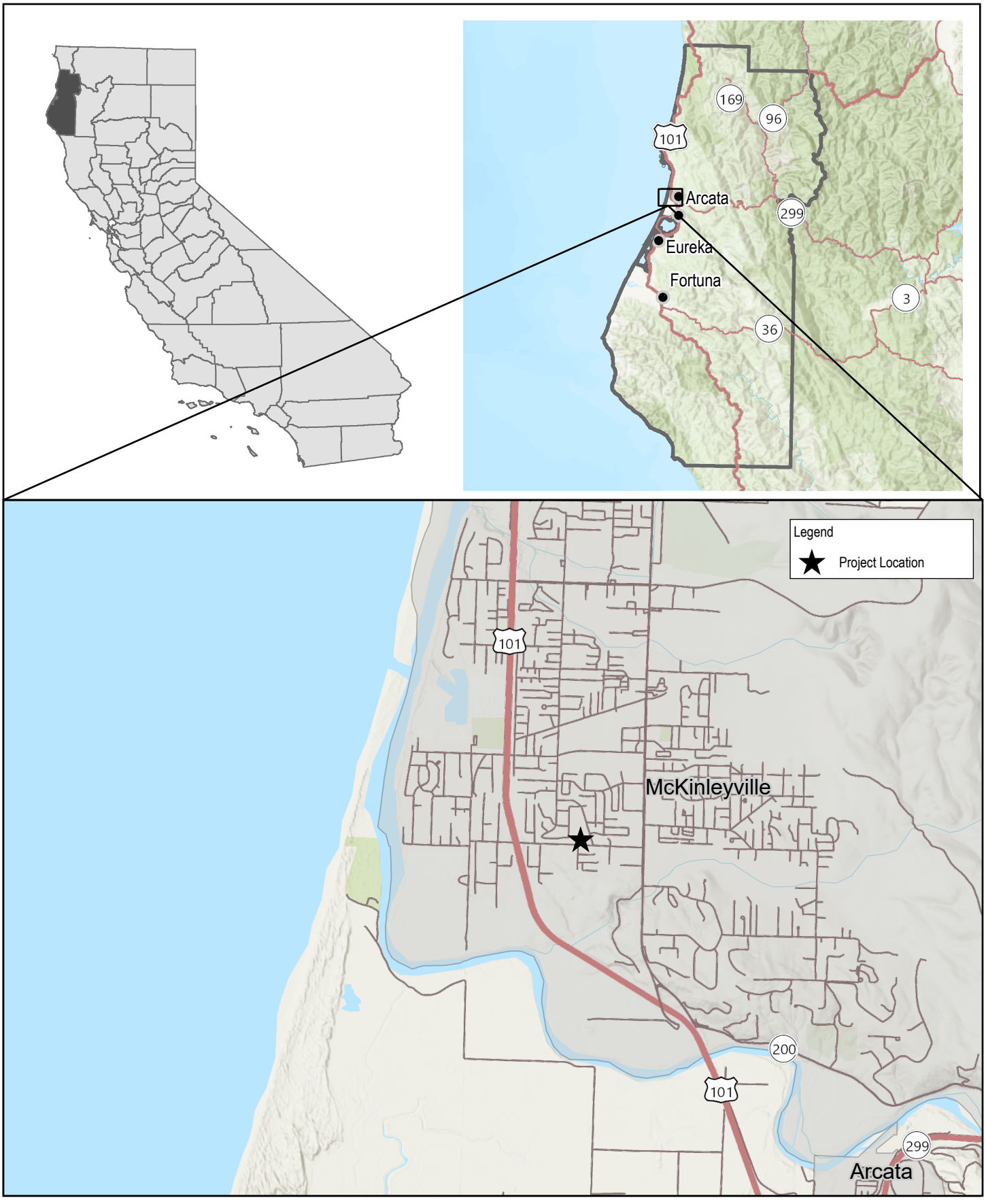
Appendices

Appendix A – Figures



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Mckinleyville Community Services District
BMX Track and Park

Project No. **11224934**
Revision No. **-**
Date **Sep 2021**

Vicinity Map

FIGURE 1

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Map Projection: Lambert Conformal Conic
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BMX Track and Park

Project No. **11224934**
Revision No. **-**
Date **Sept. 2021**

Project Survey Boundary

FIGURE 2

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Mckinleyville Community Services District
BMX Track and Park

Upland Delineation/Habitat Assessment

Project No. **11224934**
Revision No. **-**
Date **Sept. 2021**

FIGURE 3

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BMX Track and Park

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Date **Sept. 2021**

NRCS Soils

FIGURE 4

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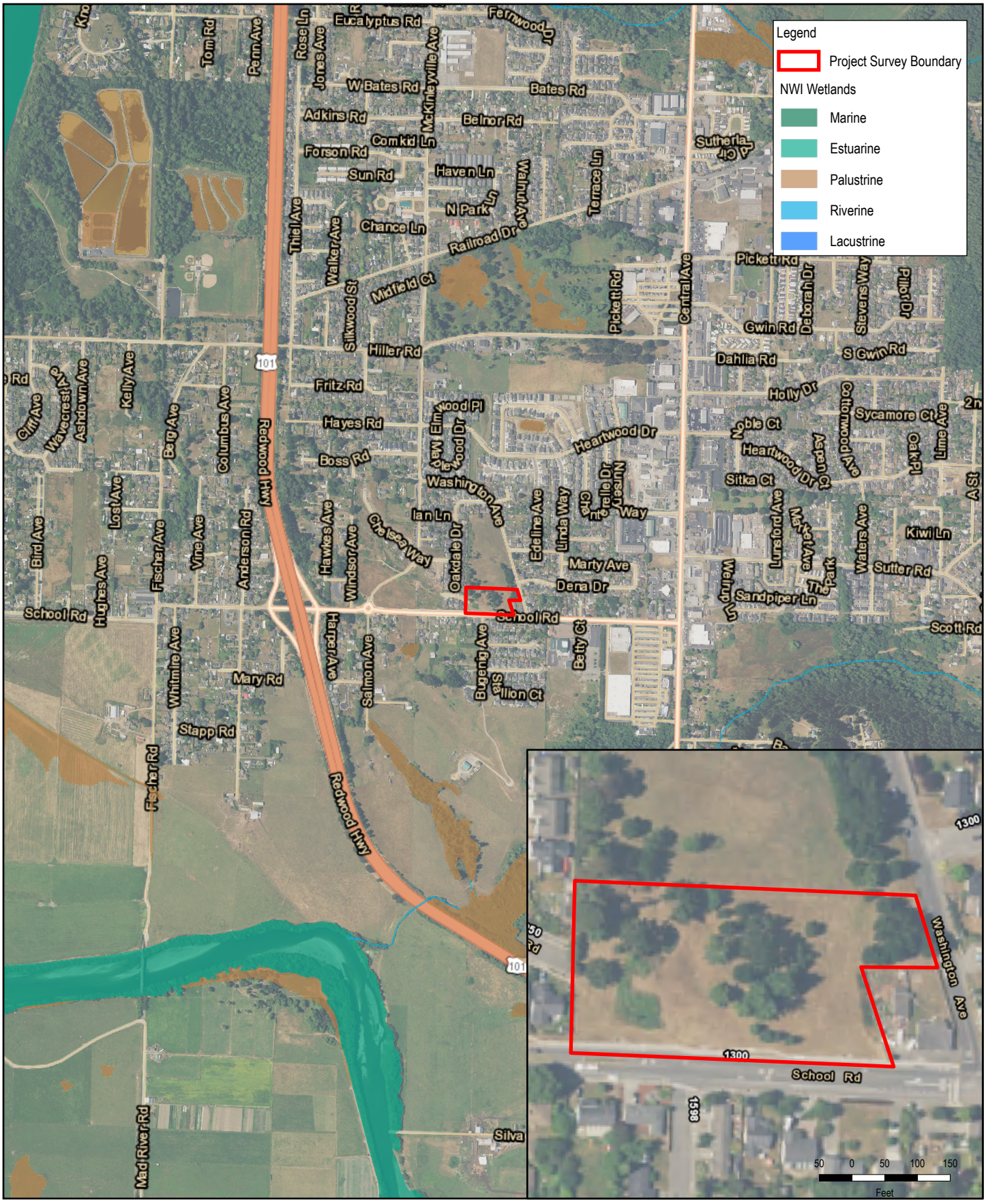

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Mckinleyville Community Services District
BMX Track and Park

Project No. **11224934**
Revision No. **-**
Date **Sept. 2021**

National Wetlands Inventory (NWI)

FIGURE 5

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Print date: 15 Sep 2021 - 10:05

Data source: NWI Wetlands: Source: US Fish and Wildlife Service, Esri
World_Transportation: Esri, HERE, iPC
NAIP_ortho_Ca023_2020: . Created by: jlopez4

Appendix B – Data Sheets

WETLAND DETERMINATION DATA FORM – Western Mountains, Valleys, and Coast Region

Project/Site: MSCD BMX City/County: McKinleyville / Humboldt Sampling Date: 9/2/2021
Applicant/Owner: GHD for MSCD State: CA Sampling Point: UP1
Investigator(s): Rose Dana & Misha Schwarz Section, Township, Range: S6 T6N R1E
Landform (hillslope, terrace, etc.): terrace Local relief (concave, convex, none): flat Slope (%): 1
Subregion (LRR): LRR A Lat: 40.935006 Long: -124.108680 Datum: WGS 84
Soil Map Unit Name: Arcata and Candymountain soils, 0-2% slopes NWI classification: none
Are climatic / hydrologic conditions on the site typical for this time of year? Yes _____ No X (If no, explain in Remarks.)
Are Vegetation _____, Soil _____, or Hydrology _____ significantly disturbed? Are "Normal Circumstances" present? Yes X No _____
Are Vegetation _____, Soil _____, or Hydrology _____ naturally problematic? (If needed, explain any answers in Remarks.)

SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.

Hydrophytic Vegetation Present?	Yes _____ No X	**Is the Sampled Area within a Wetland?** Yes _____ No X
Hydric Soil Present?	Yes _____ No X	
Wetland Hydrology Present?	Yes _____ No X	

Remarks: It is dry for this time of year.

VEGETATION – Use scientific names of plants.

Tree Stratum (Plot size: 30 m²)	Absolute % Cover	Dominant Species?	Indicator Status
1. Eucalyptus citriodora	25	Y	UPL
2. Pseudotsuga menziesii	5		FACU
3.			
4.			
	= Total Cover		
Sapling/Shrub Stratum (Plot size: 5 m²)			
1. Baccharis pilularis	5	Y	UPL
2. Cotoneaster franchetii	5	Y	UPL
3. Cytisus scoparius	15	Y	UPL
4.			
5.			
	= Total Cover		
Herb Stratum (Plot size: 1 m²)			
1. Agrostis capillaris	20	Y	FAC
2. Hedera helix	10		FACU
3. Briza maxima	17	Y	UPL
4. Cytisus scoparius	15	Y	UPL
5. Hypochaeris radicata	2		FACU
6. Anthoxanthum odoratum	2		FACU
7. Holcus lanatus	10		FACU
8. Fragaria chiloensis	1		FACU
9. Rubus ursinus	15	Y	FAC
10.			
11.			
	92 = Total Cover		
Woody Vine Stratum (Plot size: _____)			
1.			
2.			
	= Total Cover		

% Bare Ground in Herb Stratum 8 leaf litter

Dominance Test worksheet:
Number of Dominant Species That Are OBL, FACW, or FAC: 1 (A)
Total Number of Dominant Species Across All Strata: 8 (B)
Percent of Dominant Species That Are OBL, FACW, or FAC: 12.5% (A/B)

Prevalence Index worksheet:

Total % Cover of:	Multiply by:
OBL species 0	x 1 = 0
FACW species 0	x 2 = 0
FAC species 30	x 3 = 90
FACU species 33	x 4 = 132
UPL species 82	x 5 = 410
Column Totals: 145 (A)	632 (B)

Prevalence Index = B/A = 4.36

Hydrophytic Vegetation Indicators:
___ 1 - Rapid Test for Hydrophytic Vegetation
___ 2 - Dominance Test is >50%
___ 3 - Prevalence Index is ≤3.0[1]
___ 4 - Morphological Adaptations[1] (Provide supporting data in Remarks or on a separate sheet)
___ 5 - Wetland Non-Vascular Plants[1]
___ Problematic Hydrophytic Vegetation[1] (Explain)
[1]Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.

Hydrophytic Vegetation Present? Yes _____ No X

Remarks:

SOIL

Sampling Point: UP 1

Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)

Depth (inches)	Matrix Color (moist)	Matrix %	Redox Features Color (moist)	Redox Features %	Type[1]	Loc[2]	Texture	Remarks
0 - 8	10YR 3/2	100					LOAM	
8 - 14	10YR 4/4	100					SILT/LOAM	

[1]Type: C=Concentration, D=Depletion, RM=Reduced Matrix, CS=Covered or Coated Sand Grains. [2]Location: PL=Pore Lining, M=Matrix.

Hydric Soil Indicators: (Applicable to all LRRs, unless otherwise noted.)

- ___ Histosol (A1)
- ___ Histic Epipedon (A2)
- ___ Black Histic (A3)
- ___ Hydrogen Sulfide (A4)
- ___ Depleted Below Dark Surface (A11)
- ___ Thick Dark Surface (A12)
- ___ Sandy Mucky Mineral (S1)
- ___ Sandy Gleyed Matrix (S4)
- ___ Sandy Redox (S5)
- ___ Stripped Matrix (S6)
- ___ Loamy Mucky Mineral (F1) **(except MLRA 1)**
- ___ Loamy Gleyed Matrix (F2)
- ___ Depleted Matrix (F3)
- ___ Redox Dark Surface (F6)
- ___ Depleted Dark Surface (F7)
- ___ Redox Depressions (F8)

Indicators for Problematic Hydric Soils[3]:

- ___ 2 cm Muck (A10)
- ___ Red Parent Material (TF2)
- ___ Very Shallow Dark Surface (TF12)
- ___ Other (Explain in Remarks)

[3]Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic.

Restrictive Layer (if present):

Type: _____

Depth (inches): _____

Hydric Soil Present? Yes _____ No X

Remarks:

HYDROLOGY

Wetland Hydrology Indicators:

Primary Indicators (minimum of one required; check all that apply)

- ___ Surface Water (A1)
- ___ High Water Table (A2)
- ___ Saturation (A3)
- ___ Water Marks (B1)
- ___ Sediment Deposits (B2)
- ___ Drift Deposits (B3)
- ___ Algal Mat or Crust (B4)
- ___ Iron Deposits (B5)
- ___ Surface Soil Cracks (B6)
- ___ Inundation Visible on Aerial Imagery (B7)
- ___ Sparsely Vegetated Concave Surface (B8)
- ___ Water-Stained Leaves (B9) **(except MLRA 1, 2, 4A, and 4B)**
- ___ Salt Crust (B11)
- ___ Aquatic Invertebrates (B13)
- ___ Hydrogen Sulfide Odor (C1)
- ___ Oxidized Rhizospheres along Living Roots (C3)
- ___ Presence of Reduced Iron (C4)
- ___ Recent Iron Reduction in Tilled Soils (C6)
- ___ Stunted or Stressed Plants (D1) **(LRR A)**
- ___ Other (Explain in Remarks)

Secondary Indicators (2 or more required)

- ___ Water-Stained Leaves (B9) **(MLRA 1, 2, 4A, and 4B)**
- ___ Drainage Patterns (B10)
- ___ Dry-Season Water Table (C2)
- ___ Saturation Visible on Aerial Imagery (C9)
- ___ Geomorphic Position (D2)
- ___ Shallow Aquitard (D3)
- ___ FAC-Neutral Test (D5)
- ___ Raised Ant Mounds (D6) **(LRR A)**
- ___ Frost-Heave Hummocks (D7)

Field Observations:

Surface Water Present? Yes _____ No X Depth (inches): _____

Water Table Present? Yes _____ No X Depth (inches): _____

Saturation Present? (includes capillary fringe) Yes _____ No X Depth (inches): _____

Wetland Hydrology Present? Yes _____ No X

Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:

Remarks:

WETLAND DETERMINATION DATA FORM – Western Mountains, Valleys, and Coast Region

Project/Site: MCSD BMX City/County: McKinleyville / Humboldt Sampling Date: 9/2/2021
Applicant/Owner: GHD for MCSD State: CA Sampling Point: UPZ
Investigator(s): Rose Dana & Misha Schwarz Section, Township, Range: S6 T6N R1E
Landform (hillslope, terrace, etc.): Terrace Local relief (concave, convex, none): flat Slope (%): 1
Subregion (LRR): LRRA Lat: 40.935033 Long: -124.108077 Datum: WGS 84
Soil Map Unit Name: Arcata and Candy Mountain soils 0-2% slopes NWI classification: none
Are climatic / hydrologic conditions on the site typical for this time of year? Yes _____ No X (If no, explain in Remarks.)
Are Vegetation _____, Soil _____, or Hydrology _____ significantly disturbed? Are "Normal Circumstances" present? Yes X No _____
Are Vegetation _____, Soil _____, or Hydrology _____ naturally problematic? (If needed, explain any answers in Remarks.)

SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.

Hydrophytic Vegetation Present? Yes _____ No _____
Hydric Soil Present? Yes _____ No _____
Wetland Hydrology Present? Yes _____ No _____
Is the Sampled Area within a Wetland? Yes _____ No X

Remarks:
Drought year.

VEGETATION – Use scientific names of plants.

Tree Stratum (Plot size: 30m)	Absolute % Cover	Dominant Species?	Indicator Status
1. Alnus rubra	45	Y	FAC
2.			
3.			
4.			
	= Total Cover		
Sapling/Shrub Stratum (Plot size: 5m²)			
1. Pseudotsuga menziesii	1		FACU
2.			
3.			
4.			
5.			
	= Total Cover		
Herb Stratum (Plot size: 1m²)			
1. Agrostis capillaris	10		FAC
2. Anthoxanthum odoratum	35	Y	FACU
3. Rubus ursinus	30	Y	FACU
4. Holcus lanatus	5		FAC
5. Hypochaeris radicata	1		FACU
6. Crepis capillaris	7		FACU
7. Cytisus scoparius	2		UPL
8. Plantago lanceolata	1		FACU
9.			
10.			
11.			
	91 = Total Cover		
Woody Vine Stratum (Plot size: _____)			
1.			
2.			
	= Total Cover		

% Bare Ground in Herb Stratum 9

Dominance Test worksheet:
Number of Dominant Species That Are OBL, FACW, or FAC: 1 (A)
Total Number of Dominant Species Across All Strata: 3 (B)
Percent of Dominant Species That Are OBL, FACW, or FAC: 33.3% (A/B)

Prevalence Index worksheet:

Total % Cover of:	Multiply by:
OBL species 0	x 1 = 0
FACW species 0	x 2 = 0
FAC species 60	x 3 = 180
FACU species 74	x 4 = 296
UPL species 2	x 5 = 10
Column Totals: 136 (A)	486 (B)

Prevalence Index = B/A = 3.57

Hydrophytic Vegetation Indicators:
__ 1 - Rapid Test for Hydrophytic Vegetation
__ 2 - Dominance Test is >50%
__ 3 - Prevalence Index is ≤3.0[1]
__ 4 - Morphological Adaptations[1] (Provide supporting data in Remarks or on a separate sheet)
__ 5 - Wetland Non-Vascular Plants[1]
__ Problematic Hydrophytic Vegetation[1] (Explain)
[1]Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.

Hydrophytic Vegetation Present? Yes _____ No X

Remarks:

SOIL

Sampling Point: UP2

Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)

Depth (inches)	Matrix Color (moist)	%	Redox Features Color (moist)	%	Type[1]	Loc[2]	Texture	Remarks
0-7	10 YR 3/2	100					LOAM	
7-14	10YR 3/3	100					LOAM	

[1]Type: C=Concentration, D=Depletion, RM=Reduced Matrix, CS=Covered or Coated Sand Grains. [2]Location: PL=Pore Lining, M=Matrix.

Hydric Soil Indicators: (Applicable to all LRRs, unless otherwise noted.)

- ___ Histosol (A1)
- ___ Histic Epipedon (A2)
- ___ Black Histic (A3)
- ___ Hydrogen Sulfide (A4)
- ___ Depleted Below Dark Surface (A11)
- ___ Thick Dark Surface (A12)
- ___ Sandy Mucky Mineral (S1)
- ___ Sandy Gleyed Matrix (S4)
- ___ Sandy Redox (S5)
- ___ Stripped Matrix (S6)
- ___ Loamy Mucky Mineral (F1) **(except MLRA 1)**
- ___ Loamy Gleyed Matrix (F2)
- ___ Depleted Matrix (F3)
- ___ Redox Dark Surface (F6)
- ___ Depleted Dark Surface (F7)
- ___ Redox Depressions (F8)

Indicators for Problematic Hydric Soils[3]:

- ___ 2 cm Muck (A10)
- ___ Red Parent Material (TF2)
- ___ Very Shallow Dark Surface (TF12)
- ___ Other (Explain in Remarks)

[3]Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic.

Restrictive Layer (if present):

Type: _____

Depth (inches): _____

Hydric Soil Present? Yes _____ No X

Remarks:

HYDROLOGY

Wetland Hydrology Indicators:

Primary Indicators (minimum of one required; check all that apply)

- ___ Surface Water (A1)
- ___ High Water Table (A2)
- ___ Saturation (A3)
- ___ Water Marks (B1)
- ___ Sediment Deposits (B2)
- ___ Drift Deposits (B3)
- ___ Algal Mat or Crust (B4)
- ___ Iron Deposits (B5)
- ___ Surface Soil Cracks (B6)
- ___ Inundation Visible on Aerial Imagery (B7)
- ___ Sparsely Vegetated Concave Surface (B8)
- ___ Water-Stained Leaves (B9) **(except MLRA 1, 2, 4A, and 4B)**
- ___ Salt Crust (B11)
- ___ Aquatic Invertebrates (B13)
- ___ Hydrogen Sulfide Odor (C1)
- ___ Oxidized Rhizospheres along Living Roots (C3)
- ___ Presence of Reduced Iron (C4)
- ___ Recent Iron Reduction in Tilled Soils (C6)
- ___ Stunted or Stressed Plants (D1) **(LRR A)**
- ___ Other (Explain in Remarks)

Secondary Indicators (2 or more required)

- ___ Water-Stained Leaves (B9) **(MLRA 1, 2, 4A, and 4B)**
- ___ Drainage Patterns (B10)
- ___ Dry-Season Water Table (C2)
- ___ Saturation Visible on Aerial Imagery (C9)
- ___ Geomorphic Position (D2)
- ___ Shallow Aquitard (D3)
- ___ FAC-Neutral Test (D5)
- ___ Raised Ant Mounds (D6) **(LRR A)**
- ___ Frost-Heave Hummocks (D7)

Field Observations:

Surface Water Present? Yes _____ No X Depth (inches): _____

Water Table Present? Yes _____ No X Depth (inches): _____

Saturation Present? (includes capillary fringe) Yes _____ No X Depth (inches): _____

Wetland Hydrology Present? Yes _____ No X

Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:

Remarks:

WETLAND DETERMINATION DATA FORM – Western Mountains, Valleys, and Coast Region

Project/Site: MCSD BMX City/County: McKinleyville/Humboldt Sampling Date: 9/2/2021
Applicant/Owner: GHD for MCSD State: _____ Sampling Point: UP3
Investigator(s): Rose Dana & Misha Schwarz Section, Township, Range: S6 T6N R1E
Landform (hillslope, terrace, etc.): Terrace Local relief (concave, convex, none): flat Slope (%): 1
Subregion (LRR): LRRA Lat: 40.934740 Long: -124.107787 Datum: WGS 84
Soil Map Unit Name: Arcata and Candy Mountain soils 0-2% slopes NWI classification: none
Are climatic / hydrologic conditions on the site typical for this time of year? Yes _____ No X (If no, explain in Remarks.)
Are Vegetation _____, Soil _____, or Hydrology _____ significantly disturbed? Are "Normal Circumstances" present? Yes X No _____
Are Vegetation _____, Soil _____, or Hydrology _____ naturally problematic? (If needed, explain any answers in Remarks.)

SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.

Hydrophytic Vegetation Present? Yes _____ No X
Hydric Soil Present? Yes _____ No X
Wetland Hydrology Present? Yes _____ No X
Is the Sampled Area within a Wetland? Yes _____ No X

Remarks:
Drought Year

VEGETATION – Use scientific names of plants.

Tree Stratum (Plot size: 30m²)	Absolute % Cover	Dominant Species?	Indicator Status
1. Pinus radiata	45	Y	UPL
2. Pseudotsuga mensiezii	10		FACU
3.			
4.			
	55 = Total Cover		
Sapling/Shrub Stratum (Plot size: 5m²)			
1. Cytisus scoparius	5	Y	UPL
2.			
3.			
4.			
5.			
	5 = Total Cover		
Herb Stratum (Plot size: 1m²)			
1. Briza maxima	70	Y	UPL
2. Rubus ursinus	15		FAC
3. Anthoxanthum odoratum	5		FACU
4. Hypochaeris radicata	2		FACU
5.			
6.			
7.			
8.			
9.			
10.			
11.			
	92 = Total Cover		
Woody Vine Stratum (Plot size: _____)			
1.			
2.			
	_____ = Total Cover		

% Bare Ground in Herb Stratum 8

Dominance Test worksheet:
Number of Dominant Species That Are OBL, FACW, or FAC: 0 (A)
Total Number of Dominant Species Across All Strata: 3 (B)
Percent of Dominant Species That Are OBL, FACW, or FAC: 0 (A/B)

Prevalence Index worksheet:

Total % Cover of:	Multiply by:
OBL species 0	x 1 = 0
FACW species 0	x 2 = 0
FAC species 0	x 3 = 0
FACU species 32	x 4 = 128
UPL species 120	x 5 = 600
Column Totals: 152 (A)	728 (B)

Prevalence Index = B/A = 4.79

Hydrophytic Vegetation Indicators:
___ 1 - Rapid Test for Hydrophytic Vegetation
___ 2 - Dominance Test is >50%
___ 3 - Prevalence Index is ≤3.0[1]
___ 4 - Morphological Adaptations[1] (Provide supporting data in Remarks or on a separate sheet)
___ 5 - Wetland Non-Vascular Plants[1]
___ Problematic Hydrophytic Vegetation[1] (Explain)
[1]Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.

Hydrophytic Vegetation Present? Yes _____ No X

Remarks:

SOIL

Sampling Point: UP3

Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)

Depth (inches)	Matrix Color (moist)	%	Redox Features Color (moist)	%	Type[1]	Loc[2]	Texture	Remarks
0-5	10YR 3/3	100					LOAM	
5-14	10YR 5/6	95	5YR 4/6	5			Silt loAM	

[1]Type: C=Concentration, D=Depletion, RM=Reduced Matrix, CS=Covered or Coated Sand Grains. [2]Location: PL=Pore Lining, M=Matrix.

Hydric Soil Indicators: (Applicable to all LRRs, unless otherwise noted.)

- ___ Histosol (A1)
- ___ Histic Epipedon (A2)
- ___ Black Histic (A3)
- ___ Hydrogen Sulfide (A4)
- ___ Depleted Below Dark Surface (A11)
- ___ Thick Dark Surface (A12)
- ___ Sandy Mucky Mineral (S1)
- ___ Sandy Gleyed Matrix (S4)
- ___ Sandy Redox (S5)
- ___ Stripped Matrix (S6)
- ___ Loamy Mucky Mineral (F1) **(except MLRA 1)**
- ___ Loamy Gleyed Matrix (F2)
- ___ Depleted Matrix (F3)
- ___ Redox Dark Surface (F6)
- ___ Depleted Dark Surface (F7)
- ___ Redox Depressions (F8)

Indicators for Problematic Hydric Soils[3]:

- ___ 2 cm Muck (A10)
- ___ Red Parent Material (TF2)
- ___ Very Shallow Dark Surface (TF12)
- ___ Other (Explain in Remarks)

[3]Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic.

Restrictive Layer (if present):

Type: _____

Depth (inches): _____

Hydric Soil Present? Yes _____ No X

Remarks:

High chroma in matrix, 5-14 inches, 10YR 5/6.

HYDROLOGY

Wetland Hydrology Indicators:

Primary Indicators (minimum of one required; check all that apply)

- ___ Surface Water (A1)
- ___ High Water Table (A2)
- ___ Saturation (A3)
- ___ Water Marks (B1)
- ___ Sediment Deposits (B2)
- ___ Drift Deposits (B3)
- ___ Algal Mat or Crust (B4)
- ___ Iron Deposits (B5)
- ___ Surface Soil Cracks (B6)
- ___ Inundation Visible on Aerial Imagery (B7)
- ___ Sparsely Vegetated Concave Surface (B8)
- ___ Water-Stained Leaves (B9) **(except MLRA 1, 2, 4A, and 4B)**
- ___ Salt Crust (B11)
- ___ Aquatic Invertebrates (B13)
- ___ Hydrogen Sulfide Odor (C1)
- ___ Oxidized Rhizospheres along Living Roots (C3)
- ___ Presence of Reduced Iron (C4)
- ___ Recent Iron Reduction in Tilled Soils (C6)
- ___ Stunted or Stressed Plants (D1) **(LRR A)**
- ___ Other (Explain in Remarks)

Secondary Indicators (2 or more required)

- ___ Water-Stained Leaves (B9) **(MLRA 1, 2, 4A, and 4B)**
- ___ Drainage Patterns (B10)
- ___ Dry-Season Water Table (C2)
- ___ Saturation Visible on Aerial Imagery (C9)
- ___ Geomorphic Position (D2)
- ___ Shallow Aquitard (D3)
- ___ FAC-Neutral Test (D5)
- ___ Raised Ant Mounds (D6) **(LRR A)**
- ___ Frost-Heave Hummocks (D7)

Field Observations:

Surface Water Present? Yes _____ No X Depth (inches): _____

Water Table Present? Yes _____ No X Depth (inches): _____

Saturation Present? (includes capillary fringe) Yes _____ No X Depth (inches): _____

Wetland Hydrology Present? Yes _____ No X

Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:

Remarks:

WETLAND DETERMINATION DATA FORM – Western Mountains, Valleys, and Coast Region

Project/Site: MCSD BMX City/County: McKinleyville/Humboldt Sampling Date: 9/2/2021
Applicant/Owner: GHD for MCSD State: CA Sampling Point: UP4
Investigator(s): Rose Dana & Misha Schwarz Section, Township, Range: S6 T6N R1E
Landform (hillslope, terrace, etc.): Terrace Local relief (concave, convex, none): flat Slope (%): 1
Subregion (LRR): LRR A Lat: 40.934452 Long: -124.107159 Datum: WGS84
Soil Map Unit Name: Arcata and Candymountain soils 0-2% slopes NWI classification: none
Are climatic / hydrologic conditions on the site typical for this time of year? Yes ____ No X (If no, explain in Remarks.)
Are Vegetation ____, Soil ____, or Hydrology ____ significantly disturbed? Are "Normal Circumstances" present? Yes X No ____
Are Vegetation ____, Soil ____, or Hydrology ____ naturally problematic? (If needed, explain any answers in Remarks.)

SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.

Hydrophytic Vegetation Present?	Yes ____ No X	**Is the Sampled Area within a Wetland?** Yes ____ No X
Hydric Soil Present?	Yes ____ No X	
Wetland Hydrology Present?	Yes ____ No X	

Remarks:
Drought year

VEGETATION – Use scientific names of plants.

Tree Stratum (Plot size: ____)	Absolute % Cover	Dominant Species?	Indicator Status
1.			
2.			
3.			
4.			
	____ = Total Cover		
Sapling/Shrub Stratum (Plot size: 5 m²)			
1. Cytisus scoparius	10	Y	UPL
2.			
3.			
4.			
5.			
	10 = Total Cover		
Herb Stratum (Plot size: 1 m²)			
1. Holcus lanatus	2		FACU
2. Agrostis capillaris	15	Y	FAC
3. Rubus ursinus	3		FAC
4. Daucus carota	5		FACU
5. Cytisus scoparius	10	Y	UPL
6. Fragaria chiloensis	5		FACU
7. Cotoneaster franchetii	20	Y	UPL
8. Plantago lanceolata	5		FACU
9. Anthoxanthum odoratum	10	Y	FACU
10.			
11.			
	75 = Total Cover		
Woody Vine Stratum (Plot size: ____)			
1.			
2.			
	____ = Total Cover		
% Bare Ground in Herb Stratum 15			

Dominance Test worksheet:
Number of Dominant Species That Are OBL, FACW, or FAC: 1 (A)
Total Number of Dominant Species Across All Strata: 5 (B)
Percent of Dominant Species That Are OBL, FACW, or FAC: 20% (A/B)

Prevalence Index worksheet:

Total % Cover of:	Multiply by:
OBL species 0	x 1 = 0
FACW species 6	x 2 = 0
FAC species 17	x 3 = 51
FACU species 28	x 4 = 112
UPL species 40	x 5 = 200
Column Totals: 85 (A)	363 (B)

Prevalence Index = B/A = 4.27

Hydrophytic Vegetation Indicators:
__ 1 - Rapid Test for Hydrophytic Vegetation
__ 2 - Dominance Test is >50%
__ 3 - Prevalence Index is ≤3.0[1]
__ 4 - Morphological Adaptations[1] (Provide supporting data in Remarks or on a separate sheet)
__ 5 - Wetland Non-Vascular Plants[1]
__ Problematic Hydrophytic Vegetation[1] (Explain)
[1]Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.

Hydrophytic Vegetation Present? Yes ____ No X

Remarks:

SOIL

Sampling Point: UP4

Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)

Depth (inches)	Matrix Color (moist)	%	Redox Features Color (moist)	%	Type[1]	Loc[2]	Texture	Remarks
0-9	10YR3/2	100					loAm	
9-14	10YR3/3	100					loAm	

[1]Type: C=Concentration, D=Depletion, RM=Reduced Matrix, CS=Covered or Coated Sand Grains. [2]Location: PL=Pore Lining, M=Matrix.

Hydric Soil Indicators: (Applicable to all LRRs, unless otherwise noted.)

- ___ Histosol (A1)
- ___ Histic Epipedon (A2)
- ___ Black Histic (A3)
- ___ Hydrogen Sulfide (A4)
- ___ Depleted Below Dark Surface (A11)
- ___ Thick Dark Surface (A12)
- ___ Sandy Mucky Mineral (S1)
- ___ Sandy Gleyed Matrix (S4)
- ___ Sandy Redox (S5)
- ___ Stripped Matrix (S6)
- ___ Loamy Mucky Mineral (F1) **(except MLRA 1)**
- ___ Loamy Gleyed Matrix (F2)
- ___ Depleted Matrix (F3)
- ___ Redox Dark Surface (F6)
- ___ Depleted Dark Surface (F7)
- ___ Redox Depressions (F8)

Indicators for Problematic Hydric Soils[3]:

- ___ 2 cm Muck (A10)
- ___ Red Parent Material (TF2)
- ___ Very Shallow Dark Surface (TF12)
- ___ Other (Explain in Remarks)

[3]Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic.

Restrictive Layer (if present):

Type: _____

Depth (inches): _____

Hydric Soil Present? Yes _____ No X

Remarks:

HYDROLOGY

Wetland Hydrology Indicators:

Primary Indicators (minimum of one required; check all that apply)

- ___ Surface Water (A1)
- ___ High Water Table (A2)
- ___ Saturation (A3)
- ___ Water Marks (B1)
- ___ Sediment Deposits (B2)
- ___ Drift Deposits (B3)
- ___ Algal Mat or Crust (B4)
- ___ Iron Deposits (B5)
- ___ Surface Soil Cracks (B6)
- ___ Inundation Visible on Aerial Imagery (B7)
- ___ Sparsely Vegetated Concave Surface (B8)
- ___ Water-Stained Leaves (B9) **(except MLRA 1, 2, 4A, and 4B)**
- ___ Salt Crust (B11)
- ___ Aquatic Invertebrates (B13)
- ___ Hydrogen Sulfide Odor (C1)
- ___ Oxidized Rhizospheres along Living Roots (C3)
- ___ Presence of Reduced Iron (C4)
- ___ Recent Iron Reduction in Tilled Soils (C6)
- ___ Stunted or Stressed Plants (D1) **(LRR A)**
- ___ Other (Explain in Remarks)

Secondary Indicators (2 or more required)

- ___ Water-Stained Leaves (B9) **(MLRA 1, 2, 4A, and 4B)**
- ___ Drainage Patterns (B10)
- ___ Dry-Season Water Table (C2)
- ___ Saturation Visible on Aerial Imagery (C9)
- ___ Geomorphic Position (D2)
- ___ Shallow Aquitard (D3)
- ___ FAC-Neutral Test (D5)
- ___ Raised Ant Mounds (D6) **(LRR A)**
- ___ Frost-Heave Hummocks (D7)

Field Observations:

Surface Water Present? Yes _____ No X Depth (inches): _____

Water Table Present? Yes _____ No X Depth (inches): _____

Saturation Present? (includes capillary fringe) Yes _____ No X Depth (inches): _____

Wetland Hydrology Present? Yes _____ No X

Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:

Remarks:

Appendix C – Rapid Assessment Forms

Combined Vegetation Rapid Assessment and Relevé Field Form

(Revised March 27, 2018)

For Office Use:	Final database #:	Final vegetation type:	Alliance Association

I. LOCATIONAL/ENVIRONMENTAL DESCRIPTION — circle: Relevé or (RA)

Database #:	Date:	Name of recorder: Rose Dana
MBMX001	9/2/2021	Other surveyors: none
	UID:	Location Name: MCSD BMX - McKinleyville, CA

GPS name: ARROW100 — For Relevé only: Bearing°, left axis at ID point____ of Long / Short side

UTME _____ UTMN _____ Zone: 11 NAD83 GPS error: ft./ m./ PDOP ____

Decimal degrees: LAT 40.934711 LONG -124.107772 2.5ft

GPS within stand? (Yes) / No If No, cite from GPS to stand: distance (m) ____ bearing ° ____ inclination ° ____

and record: Base point ID _____ Projected UTMs: UTME _____ UTMN _____

Camera Name: Cardinal photos at ID point:

Other photos:

Stand Size (acres): (<1) 1-5, >5 | Plot Area (m²): 100 / 1000 | Plot Dimensions ____ x ____ m | RA Radius____ m

Exposure, Actual °: _____ NE NW SE SW (Flat) Variable | Steepness, Actual °: <10 0° 1-5° >5-25° >25

Topography: Macro: top upper (mid) lower bottom | Micro: convex (flat) concave undulating

Geology code: _____ Soil Texture code: _____ | (Upland) or Wetland/Riparian (circle one)

% Surface cover: (Incl outcrops) (>60cm diam) (25-60cm) (7.5-25cm) (2mm-7.5cm) (Incl sand, mud)

H20: 0 BA Stems: 5 Litter: 94 Bedrock: 0 Boulder: 0 Stone: 0 Cobble: 0 Gravel: 0.99 Fines: 0.01 =100%

% Current year bioturbation <1% Past bioturbation present? Yes / (No) | % Hoof punch NA

Fire evidence: Yes / (No) (circle one) If yes, describe in Site history section, including date of fire, if known.

Site history, stand age, comments:

Lot surrounded by residential neighborhood, many invasive plant species, recently mowed grass resulting in low herbaceous layer. A few mature large Pinus radiata trees with Pseudotsuga meziesii young trees, mixed w/ Picea sitchensis (12-13" dbh) Many mowed Cytisus scoparius - likely an underestimate

Disturbance code / Intensity (L,M,(H)): ____/____ ____/____ ____/____ ____/____ ____/____ "Other" _____/____

II. HABITAT DESCRIPTION

Tree DBH : T1 (<1" dbh), T2 (1-6" dbh), (T3) (6-11" dbh), T4 (11-24" dbh), T5 (>24" dbh), T6 multi-layered (T3 or T4 layer under T5, >60% cover)

Shrub: S1 seedling (<3 yr. old), (S2) young (<1% dead), S3 mature (1-25% dead), S4 decadent (>25% dead)

Herbaceous: (H1) (<12" plant ht.), H2 (>12" ht.)

Desert Riparian Tree/Shrub: 1 (<2ft. stem ht.), 2 (2-10ft. ht.), 3 (10-20ft. ht.), 4 (>20ft. ht.) NA

Desert Palm/Joshua Tree: 1 (<1.5" base diameter), 2 (1.5-6" diam.), 3 (>6" diam.) NA

III. INTERPRETATION OF STAND

Field-assessed vegetation Alliance name: _____

Field-assessed Association name (optional): _____

Adjacent Alliances/direction: _____/_____, _____/_____

Confidence in Alliance identification: L M H Explain: _____

Phenology (E,P,L): Herb____ Shrub____ Tree____ Other identification or mapping information:

Combined Vegetation Rapid Assessment and Relevé Field Form
(Revised March 27, 2018)
SPECIES SHEET

Database #: MBMX001

IV. VEGETATION DESCRIPTION

% NonVasc cover: 10 **Total % Vasc Veg cover:** 90

ABS
% Cover - **Conifer tree / Hardwood tree:** 60 / 3 **Regenerating Tree:** 10 (saplings) **Shrub:** 38 **Herbaceous:** 88

Height Class - **Conifer tree / Hardwood tree:** 5 / 5 **Regenerating Tree:** 4 **Shrub:** 2 **Herbaceous:** 1

Height classes: 1=<1/2m, 2=1/2-1m, 3=1-2m, 4=2-5m, 5=5-10m, 6=10-15m, 7=15-20m, 8=20-35m, 9=35-50m, 10=>50m

Stratum categories: T=Tree, A = SApling, E = SEedling, S = Shrub, H= Herb, N= Non-vascular
% Cover Intervals for reference: r = trace, + = <1%, 1-5%, >5-15%, >15-25%, >25-50%, >50-75%, >75%

Stratum	Species	% cover	C	Final species determination
T	Pseudotsuga menziesii	25		
T	Pinus radiata	15		
T	Picea sitchensis	10		
T	Alnus rubra	3		
T	Pinus contorta	10		
S	Rubus ursinus	5		
S	Baccharis pilularis	r		
S	Ilex aquifolium	1		
S	Cortaderia jubata	5		
S	Vaccinium ovatum	1		
S	Cotoneaster franchetii	<1		
S	Cytisus scoparius	25		
S	Hedra helix	<1		
S	Rubus armeniacus	r		
H	Hypocharis radicata	+		
H	Briza maxima	15		
H	Plantago lanceolata	1		
H	Fragaria chiloensis	3		
H	Holcus lanatus	10		
H	Daucus carota	1		
H	Crepis capillaris	1		
H	Agrostis capillaris	20		
H	Cirsium vulgare	<1		
H	Anthoxanthum odoratum	20		
H	Cytisus scoparius	15		← mowed, possibly more
H	Rumex acetocella	1		

Unusual species: _____

Appendix D – Site Photographs

Photo 1. Upland plot 1 vegetation was characterized by lemon-scented eucalyptus (UPL), colonial bent grass (FAC), rattlesnake grass (UPL), California blackberry (FAC), and Scotch broom (UPL).

Photo 2. Upland plot 2 vegetation was characterized by red alder (FAC), sweet vernal grass (FACU) and California blackberry (FACU).

Photo 3. Upland plot 3 vegetation was characterized by Monterey pine (UPL), Douglas fir (FACU), Scotch broom (UPL), and rattlesnake grass (UPL).

Photo 4. Upland plot 4 vegetation was characterized by scotch broom (UPL), colonial bent grass (FAC), scotch broom (UPL), orange cotoneaster (UPL) and sweet vernal grass (FACU).

Photo 5. Rapid Assessment of the PSB observed a Douglas fir forest and woodland Association mixed with a few larger Monterey pine and smaller Sitka spruce.

Appendix E – NRCS Custom Soil Resource Report

G

United States Department of Agriculture

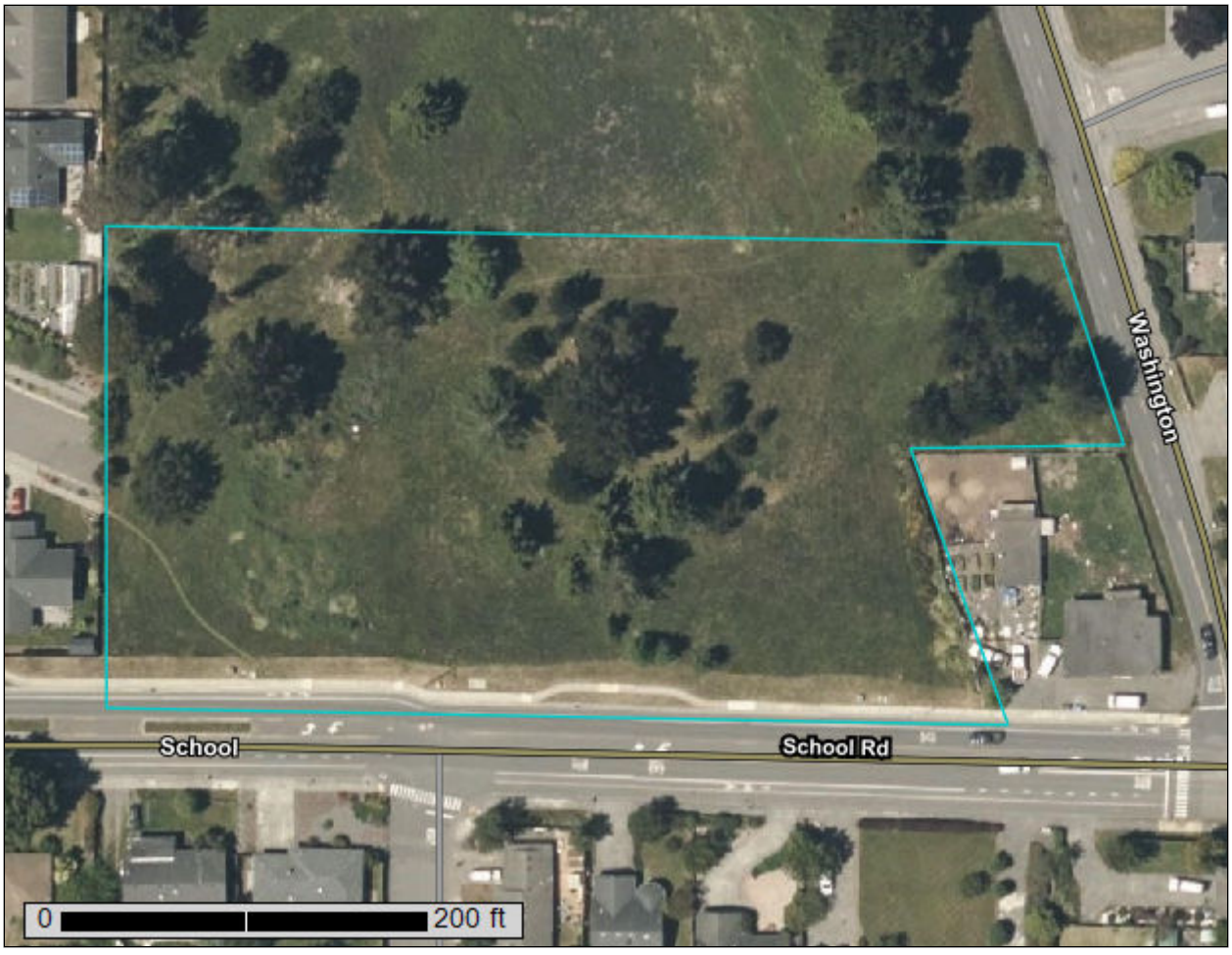
NRCS

Natural Resources Conservation Service

A product of the National Cooperative Soil Survey, a joint effort of the United States Department of Agriculture and other Federal agencies, State agencies including the Agricultural Experiment Stations, and local participants

Custom Soil Resource Report for Humboldt County, Central Part, California

McKinleyville Community Services District BMX Track and Park



Preface

Soil surveys contain information that affects land use planning in survey areas. They highlight soil limitations that affect various land uses and provide information about the properties of the soils in the survey areas. Soil surveys are designed for many different users, including farmers, ranchers, foresters, agronomists, urban planners, community officials, engineers, developers, builders, and home buyers. Also, conservationists, teachers, students, and specialists in recreation, waste disposal, and pollution control can use the surveys to help them understand, protect, or enhance the environment.

Various land use regulations of Federal, State, and local governments may impose special restrictions on land use or land treatment. Soil surveys identify soil properties that are used in making various land use or land treatment decisions. The information is intended to help the land users identify and reduce the effects of soil limitations on various land uses. The landowner or user is responsible for identifying and complying with existing laws and regulations.

Although soil survey information can be used for general farm, local, and wider area planning, onsite investigation is needed to supplement this information in some cases. Examples include soil quality assessments (http://www.nrcs.usda.gov/wps/portal/nrcs/main/soils/health/) and certain conservation and engineering applications. For more detailed information, contact your local USDA Service Center (https://offices.sc.egov.usda.gov/locator/app?agency=nrcs) or your NRCS State Soil Scientist (http://www.nrcs.usda.gov/wps/portal/nrcs/detail/soils/contactus/?cid=nrcs142p2_053951).

Great differences in soil properties can occur within short distances. Some soils are seasonally wet or subject to flooding. Some are too unstable to be used as a foundation for buildings or roads. Clayey or wet soils are poorly suited to use as septic tank absorption fields. A high water table makes a soil poorly suited to basements or underground installations.

The National Cooperative Soil Survey is a joint effort of the United States Department of Agriculture and other Federal agencies, State agencies including the Agricultural Experiment Stations, and local agencies. The Natural Resources Conservation Service (NRCS) has leadership for the Federal part of the National Cooperative Soil Survey.

Information about soils is updated periodically. Updated information is available through the NRCS Web Soil Survey, the site for official soil survey information.

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Contents

How Soil Surveys Are Made

Soil surveys are made to provide information about the soils and miscellaneous areas in a specific area. They include a description of the soils and miscellaneous areas and their location on the landscape and tables that show soil properties and limitations affecting various uses. Soil scientists observed the steepness, length, and shape of the slopes; the general pattern of drainage; the kinds of crops and native plants; and the kinds of bedrock. They observed and described many soil profiles. A soil profile is the sequence of natural layers, or horizons, in a soil. The profile extends from the surface down into the unconsolidated material in which the soil formed or from the surface down to bedrock. The unconsolidated material is devoid of roots and other living organisms and has not been changed by other biological activity.

Currently, soils are mapped according to the boundaries of major land resource areas (MLRAs). MLRAs are geographically associated land resource units that share common characteristics related to physiography, geology, climate, water resources, soils, biological resources, and land uses (USDA, 2006). Soil survey areas typically consist of parts of one or more MLRA.

The soils and miscellaneous areas in a survey area occur in an orderly pattern that is related to the geology, landforms, relief, climate, and natural vegetation of the area. Each kind of soil and miscellaneous area is associated with a particular kind of landform or with a segment of the landform. By observing the soils and miscellaneous areas in the survey area and relating their position to specific segments of the landform, a soil scientist develops a concept, or model, of how they were formed. Thus, during mapping, this model enables the soil scientist to predict with a considerable degree of accuracy the kind of soil or miscellaneous area at a specific location on the landscape.

Commonly, individual soils on the landscape merge into one another as their characteristics gradually change. To construct an accurate soil map, however, soil scientists must determine the boundaries between the soils. They can observe only a limited number of soil profiles. Nevertheless, these observations, supplemented by an understanding of the soil-vegetation-landscape relationship, are sufficient to verify predictions of the kinds of soil in an area and to determine the boundaries.

Soil scientists recorded the characteristics of the soil profiles that they studied. They noted soil color, texture, size and shape of soil aggregates, kind and amount of rock fragments, distribution of plant roots, reaction, and other features that enable them to identify soils. After describing the soils in the survey area and determining their properties, the soil scientists assigned the soils to taxonomic classes (units). Taxonomic classes are concepts. Each taxonomic class has a set of soil characteristics with precisely defined limits. The classes are used as a basis for comparison to classify soils systematically. Soil taxonomy, the system of taxonomic classification used in the United States, is based mainly on the kind and character of soil properties and the arrangement of horizons within the profile. After the soil

scientists classified and named the soils in the survey area, they compared the individual soils with similar soils in the same taxonomic class in other areas so that they could confirm data and assemble additional data based on experience and research.

The objective of soil mapping is not to delineate pure map unit components; the objective is to separate the landscape into landforms or landform segments that have similar use and management requirements. Each map unit is defined by a unique combination of soil components and/or miscellaneous areas in predictable proportions. Some components may be highly contrasting to the other components of the map unit. The presence of minor components in a map unit in no way diminishes the usefulness or accuracy of the data. The delineation of such landforms and landform segments on the map provides sufficient information for the development of resource plans. If intensive use of small areas is planned, onsite investigation is needed to define and locate the soils and miscellaneous areas.

Soil scientists make many field observations in the process of producing a soil map. The frequency of observation is dependent upon several factors, including scale of mapping, intensity of mapping, design of map units, complexity of the landscape, and experience of the soil scientist. Observations are made to test and refine the soil-landscape model and predictions and to verify the classification of the soils at specific locations. Once the soil-landscape model is refined, a significantly smaller number of measurements of individual soil properties are made and recorded. These measurements may include field measurements, such as those for color, depth to bedrock, and texture, and laboratory measurements, such as those for content of sand, silt, clay, salt, and other components. Properties of each soil typically vary from one point to another across the landscape.

Observations for map unit components are aggregated to develop ranges of characteristics for the components. The aggregated values are presented. Direct measurements do not exist for every property presented for every map unit component. Values for some properties are estimated from combinations of other properties.

While a soil survey is in progress, samples of some of the soils in the area generally are collected for laboratory analyses and for engineering tests. Soil scientists interpret the data from these analyses and tests as well as the field-observed characteristics and the soil properties to determine the expected behavior of the soils under different uses. Interpretations for all of the soils are field tested through observation of the soils in different uses and under different levels of management. Some interpretations are modified to fit local conditions, and some new interpretations are developed to meet local needs. Data are assembled from other sources, such as research information, production records, and field experience of specialists. For example, data on crop yields under defined levels of management are assembled from farm records and from field or plot experiments on the same kinds of soil.

Predictions about soil behavior are based not only on soil properties but also on such variables as climate and biological activity. Soil conditions are predictable over long periods of time, but they are not predictable from year to year. For example, soil scientists can predict with a fairly high degree of accuracy that a given soil will have a high water table within certain depths in most years, but they cannot predict that a high water table will always be at a specific level in the soil on a specific date.

After soil scientists located and identified the significant natural bodies of soil in the survey area, they drew the boundaries of these bodies on aerial photographs and

identified each as a specific map unit. Aerial photographs show trees, buildings, fields, roads, and rivers, all of which help in locating boundaries accurately.

Soil Map

The soil map section includes the soil map for the defined area of interest, a list of soil map units on the map and extent of each map unit, and cartographic symbols displayed on the map. Also presented are various metadata about data used to produce the map, and a description of each soil map unit.

Custom Soil Resource Report
Soil Map

Map Scale: 1:932 if printed on A landscape (11" x 8.5") sheet.

N

Meters: 0 10 20 40 60

Feet: 0 45 90 180 270

Map projection: Web Mercator Corner coordinates: WGS84 Edge tics: UTM Zone 10N WGS84

MAP LEGEND

Area of Interest (AOI)
- Area of Interest (AOI)

Soils
- Soil Map Unit Polygons
- Soil Map Unit Lines
- Soil Map Unit Points

Special Point Features
- Blowout
- Borrow Pit
- Clay Spot
- Closed Depression
- Gravel Pit
- Gravelly Spot
- Landfill
- Lava Flow
- Marsh or swamp
- Mine or Quarry
- Miscellaneous Water
- Perennial Water
- Rock Outcrop
- Saline Spot
- Sandy Spot
- Severely Eroded Spot
- Sinkhole
- Slide or Slip
- Sodic Spot
- Spoil Area
- Stony Spot
- Very Stony Spot
- Wet Spot
- Other
- Special Line Features

Water Features
- Streams and Canals

Transportation
- Rails
- Interstate Highways
- US Routes
- Major Roads
- Local Roads

Background
- Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:24,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service
Web Soil Survey URL:
Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Humboldt County, Central Part, California
Survey Area Data: Version 6, Jun 1, 2020

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: May 8, 2019—Jun 21, 2019

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
146	Halfbluff-Tepona-Urban Land, 2 to 9 percent slopes	0.0	0.5%
225	Arcata and Candymountain soils, 0 to 2 percent slopes	3.0	99.5%
Totals for Area of Interest		**3.0**	**100.0%**

Map Unit Descriptions

The map units delineated on the detailed soil maps in a soil survey represent the soils or miscellaneous areas in the survey area. The map unit descriptions, along with the maps, can be used to determine the composition and properties of a unit.

A map unit delineation on a soil map represents an area dominated by one or more major kinds of soil or miscellaneous areas. A map unit is identified and named according to the taxonomic classification of the dominant soils. Within a taxonomic class there are precisely defined limits for the properties of the soils. On the landscape, however, the soils are natural phenomena, and they have the characteristic variability of all natural phenomena. Thus, the range of some observed properties may extend beyond the limits defined for a taxonomic class. Areas of soils of a single taxonomic class rarely, if ever, can be mapped without including areas of other taxonomic classes. Consequently, every map unit is made up of the soils or miscellaneous areas for which it is named and some minor components that belong to taxonomic classes other than those of the major soils.

Most minor soils have properties similar to those of the dominant soil or soils in the map unit, and thus they do not affect use and management. These are called noncontrasting, or similar, components. They may or may not be mentioned in a particular map unit description. Other minor components, however, have properties and behavioral characteristics divergent enough to affect use or to require different management. These are called contrasting, or dissimilar, components. They generally are in small areas and could not be mapped separately because of the scale used. Some small areas of strongly contrasting soils or miscellaneous areas are identified by a special symbol on the maps. If included in the database for a given area, the contrasting minor components are identified in the map unit descriptions along with some characteristics of each. A few areas of minor components may not have been observed, and consequently they are not mentioned in the descriptions, especially where the pattern was so complex that it was impractical to make enough observations to identify all the soils and miscellaneous areas on the landscape.

The presence of minor components in a map unit in no way diminishes the usefulness or accuracy of the data. The objective of mapping is not to delineate pure taxonomic classes but rather to separate the landscape into landforms or landform segments that have similar use and management requirements. The delineation of such segments on the map provides sufficient information for the development of resource plans. If intensive use of small areas is planned, however,

onsite investigation is needed to define and locate the soils and miscellaneous areas.

An identifying symbol precedes the map unit name in the map unit descriptions. Each description includes general facts about the unit and gives important soil properties and qualities.

Soils that have profiles that are almost alike make up a *soil series*. Except for differences in texture of the surface layer, all the soils of a series have major horizons that are similar in composition, thickness, and arrangement.

Soils of one series can differ in texture of the surface layer, slope, stoniness, salinity, degree of erosion, and other characteristics that affect their use. On the basis of such differences, a soil series is divided into *soil phases*. Most of the areas shown on the detailed soil maps are phases of soil series. The name of a soil phase commonly indicates a feature that affects use or management. For example, Alpha silt loam, 0 to 2 percent slopes, is a phase of the Alpha series.

Some map units are made up of two or more major soils or miscellaneous areas. These map units are complexes, associations, or undifferentiated groups.

A *complex* consists of two or more soils or miscellaneous areas in such an intricate pattern or in such small areas that they cannot be shown separately on the maps. The pattern and proportion of the soils or miscellaneous areas are somewhat similar in all areas. Alpha-Beta complex, 0 to 6 percent slopes, is an example.

An *association* is made up of two or more geographically associated soils or miscellaneous areas that are shown as one unit on the maps. Because of present or anticipated uses of the map units in the survey area, it was not considered practical or necessary to map the soils or miscellaneous areas separately. The pattern and relative proportion of the soils or miscellaneous areas are somewhat similar. Alpha-Beta association, 0 to 2 percent slopes, is an example.

An *undifferentiated group* is made up of two or more soils or miscellaneous areas that could be mapped individually but are mapped as one unit because similar interpretations can be made for use and management. The pattern and proportion of the soils or miscellaneous areas in a mapped area are not uniform. An area can be made up of only one of the major soils or miscellaneous areas, or it can be made up of all of them. Alpha and Beta soils, 0 to 2 percent slopes, is an example.

Some surveys include *miscellaneous areas*. Such areas have little or no soil material and support little or no vegetation. Rock outcrop is an example.

Humboldt County, Central Part, California

146—Halfbluff-Tepona-Urban Land, 2 to 9 percent slopes

Map Unit Setting

National map unit symbol: 2dh7x
Elevation: 10 to 120 feet
Mean annual precipitation: 35 to 90 inches
Mean annual air temperature: 50 to 54 degrees F
Frost-free period: 275 to 325 days
Farmland classification: Not prime farmland

Map Unit Composition

Tepona and similar soils: 40 percent
Halfbluff and similar soils: 35 percent
Urban land, residential: 15 percent
Minor components: 10 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Tepona

Setting

Landform: Marine terraces
Landform position (two-dimensional): Backslope
Landform position (three-dimensional): Tread
Down-slope shape: Linear
Across-slope shape: Linear
Parent material: Marine deposits derived from sedimentary rock

Typical profile

Oi - 0 to 0 inches: slightly decomposed plant material
A - 0 to 11 inches: sandy loam
Bw - 11 to 35 inches: fine sandy loam
Bw - 35 to 41 inches: fine sandy loam
C - 41 to 64 inches: loamy fine sand

Properties and qualities

Slope: 2 to 9 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Moderately well drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately high to high (0.60 to 2.00 in/hr)
Depth to water table: About 30 to 39 inches
Frequency of flooding: None
Frequency of ponding: None
Maximum salinity: Nonsaline to very slightly saline (0.0 to 2.0 mmhos/cm)
Available water supply, 0 to 60 inches: Moderate (about 8.4 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 2e
Hydrologic Soil Group: C
Ecological site: F004BX118CA - Sitka spruce-redwood/salal/western brackenfern, marine terraces, marine deposits, fine sandy lo
Other vegetative classification: Forest Type IV, coastal (RNPF004CA)

Hydric soil rating: No

Description of Halfbluff

Setting

Landform: Marine terraces
Landform position (two-dimensional): Backslope
Landform position (three-dimensional): Tread
Down-slope shape: Linear
Across-slope shape: Linear
Parent material: Marine deposits derived from sedimentary rock

Typical profile

A - 0 to 23 inches: loam
Bw - 23 to 37 inches: fine sandy loam
C - 37 to 71 inches: fine sand

Properties and qualities

Slope: 2 to 9 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Moderately well drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately high to high (0.60 to 2.00 in/hr)
Depth to water table: About 20 to 39 inches
Frequency of flooding: None
Frequency of ponding: None
Maximum salinity: Nonsaline to very slightly saline (0.0 to 2.0 mmhos/cm)
Available water supply, 0 to 60 inches: Moderate (about 8.7 inches)

Interpretive groups

Land capability classification (irrigated): 2e
Land capability classification (nonirrigated): 2e
Hydrologic Soil Group: B/D
Ecological site: F004BX118CA - Sitka spruce-redwood/salal/western brackenfern, marine terraces, marine deposits, fine sandy lo
Other vegetative classification: Forest Type IV, coastal (RNPF004CA)
Hydric soil rating: No

Description of Urban Land, Residential

Setting

Landform: Alluvial fans
Landform position (two-dimensional): Backslope
Landform position (three-dimensional): Tread
Down-slope shape: Linear
Across-slope shape: Convex

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 8
Hydric soil rating: No

Minor Components

Talawa

Percent of map unit: 5 percent
Landform: Marine terraces
Landform position (two-dimensional): Backslope

Landform position (three-dimensional): Tread
Down-slope shape: Concave
Across-slope shape: Concave
Hydric soil rating: Yes

Tillas

Percent of map unit: 3 percent
Landform: Alluvial fans
Landform position (two-dimensional): Backslope
Landform position (three-dimensional): Tread
Down-slope shape: Linear
Across-slope shape: Convex
Hydric soil rating: No

Hookton

Percent of map unit: 2 percent
Landform: Erosion remnants
Landform position (two-dimensional): Backslope
Landform position (three-dimensional): Tread
Down-slope shape: Linear
Across-slope shape: Linear
Hydric soil rating: No

225—Arcata and Candymountain soils, 0 to 2 percent slopes

Map Unit Setting

National map unit symbol: 2lmt0
Elevation: 10 to 290 feet
Mean annual precipitation: 35 to 90 inches
Mean annual air temperature: 52 to 55 degrees F
Frost-free period: 275 to 325 days
Farmland classification: Prime farmland if irrigated

Map Unit Composition

Arcata and similar soils: 50 percent
Candymountain and similar soils: 35 percent
Minor components: 15 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Arcata

Setting

Landform: Marine terraces
Landform position (two-dimensional): Backslope
Landform position (three-dimensional): Tread
Down-slope shape: Linear
Across-slope shape: Linear
Parent material: Marine deposits derived from mixed

Typical profile

A - 0 to 23 inches: fine sandy loam
AB - 23 to 37 inches: very fine sandy loam
Bw - 37 to 51 inches: fine sandy loam
C - 51 to 67 inches: fine sandy loam

Properties and qualities

Slope: 0 to 2 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Well drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately high to high (0.60 to 2.00 in/hr)
Depth to water table: More than 80 inches
Frequency of flooding: None
Frequency of ponding: None
Maximum salinity: Nonsaline to very slightly saline (0.0 to 2.0 mmhos/cm)
Available water supply, 0 to 60 inches: Moderate (about 8.9 inches)

Interpretive groups

Land capability classification (irrigated): 1
Land capability classification (nonirrigated): 2s
Hydrologic Soil Group: B
Ecological site: F004BX121CA - Redwood-Sitka spruce/salal-California huckleberry/western swordfern, marine terraces, marine deposits, sandy loam an
Hydric soil rating: No

Description of Candymountain

Setting

Landform: Marine terraces
Landform position (two-dimensional): Backslope
Landform position (three-dimensional): Tread
Down-slope shape: Linear
Across-slope shape: Linear
Parent material: Marine deposits derived from mixed

Typical profile

A1 - 0 to 11 inches: fine sandy loam
A2 - 11 to 19 inches: fine sandy loam
Bt1 - 19 to 38 inches: fine sandy loam
Bt2 - 38 to 48 inches: fine sandy loam
BCt - 48 to 55 inches: sandy loam
C - 55 to 63 inches: loamy fine sand

Properties and qualities

Slope: 0 to 2 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Well drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately high to high (0.60 to 2.00 in/hr)
Depth to water table: More than 80 inches
Frequency of flooding: None
Frequency of ponding: None
Maximum salinity: Nonsaline to very slightly saline (0.0 to 2.0 mmhos/cm)
Available water supply, 0 to 60 inches: Moderate (about 8.9 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 2s
Hydrologic Soil Group: B
Ecological site: F004BX121CA - Redwood-Sitka spruce/salal-California huckleberry/western swordfern, marine terraces, marine deposits, sandy loam an
Hydric soil rating: No

Minor Components

Urban land, residential

Percent of map unit: 4 percent
Landform: Marine terraces
Hydric soil rating: No

Timmons

Percent of map unit: 3 percent
Landform: Marine terraces
Landform position (two-dimensional): Backslope
Landform position (three-dimensional): Tread
Down-slope shape: Linear
Across-slope shape: Linear
Ecological site: F004BX121CA - Redwood-Sitka spruce/salal-California huckleberry/western swordfern, marine terraces, marine deposits, sandy loam an
Hydric soil rating: No

Halfbluff

Percent of map unit: 3 percent
Landform: Marine terraces
Landform position (two-dimensional): Backslope
Landform position (three-dimensional): Tread
Down-slope shape: Linear
Across-slope shape: Linear
Ecological site: F004BX118CA - Sitka spruce-redwood/salal/western brackenfern, marine terraces, marine deposits, fine sandy lo
Hydric soil rating: No

Megwil,

Percent of map unit: 3 percent
Landform: Marine terraces
Landform position (two-dimensional): Backslope
Landform position (three-dimensional): Tread
Down-slope shape: Linear
Across-slope shape: Linear
Ecological site: F004BX120CA - Redwood-Sitka spruce/California huckleberry-salmonberry/western swordfern-deer fern, marine terraces, loam
Hydric soil rating: No

Talawa

Percent of map unit: 2 percent
Landform: Marine terraces
Landform position (two-dimensional): Backslope
Landform position (three-dimensional): Tread
Down-slope shape: Concave

Across-slope shape: Concave
Hydric soil rating: Yes

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Appendix F – Record of Climatological Observations and WETS Table

WETS Table

WETS Station: ARCATA EUREKA AP, CA								
Requested years: 2000 - 2021								
Month	Avg Max Temp	Avg Min Temp	Avg Mean Temp	Avg Precip	30% chance precip less than	30% chance precip more than	Avg number days precip 0.10 or more	Avg Snowfall
Jan	55.8	39.8	47.8	7.17	4.63	8.62	12	-
Feb	55.4	39.3	47.3	6.17	3.71	7.48	10	-
Mar	55.7	40.5	48.1	6.35	4.39	7.56	12	-
Apr	56.8	42.2	49.5	4.06	2.54	4.91	9	-
May	59.0	45.5	52.3	1.80	0.81	2.20	4	-
Jun	62.1	48.3	55.2	0.98	0.37	1.15	2	-
Jul	63.0	51.1	57.0	0.17	0.05	0.18	0	-
Aug	63.7	51.1	57.4	0.20	0.05	0.22	0	-
Sep	64.7	48.1	56.4	0.99	0.35	1.14	2	-
Oct	62.7	45.0	53.8	2.98	1.03	3.57	5	-
Nov	58.3	41.7	50.0	5.35	3.73	6.35	10	-
Dec	55.4	39.5	47.4	9.10	5.46	11.04	13	-
Annual:					39.26	50.98		
Average	59.4	44.3	51.9	-	-	-	-	-
Total	-	-	-	45.31			80	-

GROWING SEASON DATES

Years with missing data:	24 deg = 0	28 deg = 1	32 deg = 1
Years with no occurrence:	24 deg = 21	28 deg = 7	32 deg = 0
Data years used:	24 deg = 22	28 deg = 21	32 deg = 21
Probability	24 F or higher	28 F or higher	32 F or higher
50 percent *	No occurrence	1/10 to 1/7: 362 days	3/27 to 11/21: 239 days
70 percent *	No occurrence	No occurrence	3/17 to 12/1: 259 days
* Percent chance of the growing season occurring between the Beginning and Ending dates.			

STATS TABLE - total precipitation (inches)

Yr	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annl
1945					M4.07	MT	0.01	M0.00	M0.37	4.60	13.01	12.89	34.95
1946	5.01	6.44	5.31	M0.50									17.26
1947													
1948													
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1998		14.12	8.13	2.33	4.51	0.24	0.06	0.02	0.28	4.65	16.57		50.91
1999	5.80	12.28	9.94	2.42	2.31	0.06	0.01	0.25	0.01	1.53	8.32	3.66	46.59
2000	12.80	8.67	3.09	3.78	2.77	1.08	0.02	0.02	0.44	3.37	4.26	2.76	43.06
2001	3.92	4.53	2.21	3.07	0.99	1.00	0.17	0.23	0.41	1.78	9.54	11.41	39.26
2002	7.56	6.95	4.75	3.06	0.70	0.83	0.07	0.04	0.19	0.06	2.36	22.96	49.53
2003	7.81	3.78	5.63	12.92	1.45	0.11	0.04	0.58	0.55	0.56	6.08	12.97	52.48
2004	6.71	9.07	2.59	2.07	1.14	0.07	0.11	0.70	0.63	4.98	1.71	9.11	38.89
2005	5.54	2.16	6.13	6.55	4.86	4.10	0.10	0.14	0.17	3.42	9.38	13.99	56.54
2006	11.94	5.97	10.63	4.50	1.48	0.56	0.08	0.10	0.17	0.70	9.50	9.68	55.31
2007	2.63	13.11	3.66	3.71	0.95	0.67	0.86	0.12	1.03	5.73	3.23	7.78	43.48

2008	10.26	3.65	4.79	2.40	0.10	0.40	0.09	0.82	0.18	1.13	5.08	10.01	38.91
2009	2.06	6.78	6.78	1.38	3.86	0.31	0.19	0.14	0.63	2.45	4.34	5.08	34.00
2010	10.49	5.38	6.76	8.36	3.58	3.46	0.10	0.21	2.00	5.29	6.35	12.38	64.36
2011	2.69	4.66	12.57	5.07	1.72	1.31	0.25	M0.05	M0.37	5.16	4.64	3.31	41.80
2012	9.11	M2.12	12.65	5.66	1.08	2.41	0.76	0.08	0.10	3.55	6.93	11.06	55.51
2013	2.94	2.00	3.47	2.24	1.88	0.78	0.00	0.10	4.37	0.05	1.70	0.98	20.51
2014	2.16	7.90	8.85	1.84	1.05	0.73	T	0.00	3.23	5.74	5.11	9.96	46.57
2015	2.07	5.59	3.78	2.39	0.10	0.07	0.13	0.51	0.59	1.10	5.30	18.77	40.40
2016	12.30	2.93	10.48	3.27	0.64	0.11	0.59	0.02	T	12.03	7.20	8.22	57.79
2017	11.03	14.24	10.09	5.32	1.26	0.72	0.01	0.01	0.73	1.81	8.55	2.31	56.08
2018	9.19	2.97	8.35	5.34	0.97	0.48	0.02	0.02	0.32	0.89	5.68	5.40	39.63
2019	8.39	16.09	5.39	3.64	3.11	T	0.02	0.46	3.21	2.08	2.05	7.88	52.32
2020	9.26	1.01	2.80	2.11	5.66	0.53	MT	0.02	0.77	0.60	3.27	5.14	31.17
2021	6.81	6.15	4.29	0.67	0.33	1.93	0.11	0.01	MT				20.30

Notes: Data missing in any month have an "M" flag. A "T" indicates a trace of precipitation.

Data missing for all days in a month or year is blank.

Creation date: 2021-09-15

Climatological Data for ARCATA EUREKA AP, CA - August 2021

Date	Max Temperature	Min Temperature	Avg Temperature	GDD Base 40	GDD Base 50	Precipitation	Snowfall	Snow Depth
2021-08-01	62	51	56.5	17	7	0.00	M	M
2021-08-02	60	51	55.5	16	6	0.01	0.0	M
2021-08-03	59	51	55.0	15	5	0.00	0.0	M
2021-08-04	61	50	55.5	16	6	T	0.0	M
2021-08-05	63	52	57.5	18	8	T	M	M
2021-08-06	67	56	61.5	22	12	0.00	M	M
2021-08-07	67	56	61.5	22	12	0.00	M	M
2021-08-08	64	53	58.5	19	9	0.00	M	M
2021-08-09	66	49	57.5	18	8	0.00	M	M
2021-08-10	63	51	57.0	17	7	0.00	M	M
2021-08-11	61	50	55.5	16	6	0.00	M	M
2021-08-12	63	48	55.5	16	6	0.00	M	M
2021-08-13	66	50	58.0	18	8	0.00	M	M
2021-08-14	62	52	57.0	17	7	0.00	M	M
2021-08-15	68	54	61.0	21	11	0.00	M	M
2021-08-16	68	57	62.5	23	13	T	M	M
2021-08-17	71	51	61.0	21	11	0.00	M	M
2021-08-18	74	46	60.0	20	10	0.00	M	M
2021-08-19	71	48	59.5	20	10	0.00	M	M
2021-08-20	73	49	61.0	21	11	0.00	M	M
2021-08-21	61	47	54.0	14	4	0.00	M	M
2021-08-22	61	48	54.5	15	5	0.00	M	M
2021-08-23	61	44	52.5	13	3	0.00	M	M
2021-08-24	60	44	52.0	12	2	0.00	M	M
2021-08-25	62	52	57.0	17	7	0.00	M	M
2021-08-26	69	53	61.0	21	11	0.00	M	M
2021-08-27	67	52	59.5	20	10	0.00	M	M
2021-08-28	64	47	55.5	16	6	0.00	M	M
2021-08-29	62	47	54.5	15	5	0.00	M	M
2021-08-30	61	47	54.0	14	4	0.00	M	M
2021-08-31	63	43	53.0	13	3	0.00	M	M
Average|Sum	64.5	50.0	57.2	543	233	0.01	0.0	M

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A Cultural Resources Investigation Report for the
McKinleyville BMX Track Project,
Humboldt County, California

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Prepared for:
McKinleyville Community Services District
Department of Parks and Recreation
1656 Sutter Road
McKinleyville, CA 95519

September 2021

3.0 Acre Cultural Resources Survey Coverage (3.0 Acre project area)
7.5' USGS Arcata North CA quadrangle

Confidential Information

This report contains confidential information. Archaeological and other heritage resources can be damaged or destroyed through uncontrolled public disclosure of information regarding their location. Any information regarding the nature and location of archaeological sites should not be disclosed to unauthorized persons. This information is exempt from the Freedom of Information Act pursuant to 16 U.S.C. 470w-3 (National Historic Preservation Act) and 16 U.S.C. § 470hh (Archaeological Resources Protection Act) and California State Government Code, Section 6254.10.

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Cover Photo: A view of the project area, facing south on September 9, 2021.

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1.0 INVESTIGATION SUMMARY

In the Fall of 2021, Roscoe and Associates (RA) conducted a cultural resources investigation for the McKinleyville BMX Track Project, located in McKinleyville, Humboldt County, California. The Project is proposed by McKinleyville Community Services District (MCSD) Department of Parks and Recreation, who will construct a recreational bicycle track within Assessor's Parcel Number (APN) 508-242-043. Construction of the bicycle track will require ground disturbing activities throughout the parcel, including grading and excavations. Specific project designs have not yet been developed and RA considers the project area to include the entirety of APN 508-242-043 (approx. 3.0 acres).

The proposed project will require permitting from local and state agencies, therefore MCSD requested RA's investigation to assist in satisfying the requirements of the California Environmental Quality Act (CEQA) as they pertain to historically significant resources. This report demonstrates that RA has made a reasonable and good faith effort to identify *historical, tribal cultural, and unique archaeological resources* pursuant to CEQA (California Public Resources Code (PRC) Section 21084.1, CA AB52 Chapter 532 (2014), and PRC Section 21083.2).

RA's investigation efforts included a review of regional archaeological and ethno-geographic literature, pertinent historical maps and aerial photography; a project area record search at the California Historical Resources Information System's Northwest Information Center (NWIC) in Rohnert Park, California; correspondence with local Native American tribal representatives; and a pedestrian field survey.

Background archival research indicates that the project is located within the Lower Mad River region of Humboldt County, traditionally occupied by the Wiyot Native American Tribal group. Villages were typically located around the shores of the Humboldt Bay and near the mouths of rivers. Loud states that the area around the historical mouth of the Mad River, approximately 1 mile west of the current project, was one of the primary centers of Wiyot population. No ethnographic sites are known to occur within the current project's vicinity.

The sites reported in closest proximity to the project area are located on Mill Creek, approximately 0.3 miles south (Loud Site 8) and above the Mad River on the west side of the modern Highway 101 alignment, approximately 0.4 miles southwest of the current project (Loud Site 6 and C-1453). In addition, Loud (1918) mapped three other Wiyot sites along the north bank of the Mad River (Loud Sites 4, 5 and 7) all located within one-mile of the current project. The proximity of these Wiyot villages along the lower Mad River and Mill Creek, suggests that the project area was likely utilized and inhabited by Wiyot peoples into the historic era.

The NWIC record search revealed that no resources have been documented within the current project area. Within 0.5 miles of the project area, two of the previously discussed ethnographic Native American sites are formally documented (C-1453 and P-12-000066 (Loud Site 8)) and one historic-era resource (P-12-001515) has been documented. P-12-001515 is an historic era residence that once stood directly adjacent to (west of) the project area, however the building is no longer present.

Portions of the project area have been included in two previous cultural resource studies (Fredrickson et al. 1975, Benson et al. 1977). These two studies investigated large areas of Humboldt County and identified or noted several resources; all were identified more than 0.5 miles from the current project area. Five other investigations have been conducted within 0.5 miles of, but outlying, the project area. One of these studies (Eidsness and Heald 2004) investigated a parcel directly adjacent to the project area and identified historic-era resource P-12-001515.

RA conducted correspondence with local tribal representatives throughout the investigation as part of the background research effort. On September 15, 2021, RA sent written correspondence regarding this cultural resource investigation to the Native American Heritage Commission (NAHC) requesting a search of the Sacred Lands Inventory File. Roscoe and Associates also requested the current list of local Native American groups and individuals who may have interests and/or concerns about cultural resources in the project area. The NAHC has not yet responded as of this writing. RA sent letters to representatives of the Bear River Band of the Rohnerville Rancheria, Blue Lake Rancheria, Cher-ae Heights Indian Community of the Trinidad Rancheria and the Wiyot Tribe on September 5, 2021, to request information regarding tribal cultural resources within the project area.

On September 7, 2021, Janet Eidsness, Tribal Historic Preservation Officer (THPO) for the Blue Lake Rancheria, responded in an email. THPO Eidsness stated that she was unaware of any known resources in the project area and requested that that the cultural resources investigation report include protocols for inadvertent archaeological discovery (Section 6). THPO Eidsness also requested to be notified of the survey results. On September 9, Ted Hernandez, THPO for the Wiyot Tribe, and Edwin Smith, Acting THPO/ Vice Chairperson for the Bear River Band of the Rohnerville Rancheria, also responded in an e-mail. THPO Hernandez and Acting THPO Smith concurred with THPO Eidsness on all points.

On September 9, 2021, James Roscoe and Kelly Hughes met with the Bear River Band of the Rohnerville Rancheria's Acting THPO Edwin Smith and Assistant THPO Anna Cantor, at the project location. Acting THPO Smith and Assistant THPO Cantor participated in the field survey of the entire 3-acre project area. Following the field survey, Mr. Roscoe contacted Tribal representatives of the Blue Lake Rancheria and the Wiyot Tribe to discuss that the representatives of the Bear River Band of the Rohnerville Rancheria were present during the field survey ant that no artifacts, features, or sites were identified as a result of the survey efforts.

No historical resources or historic properties were identified within the project area during this investigation. Despite a thorough investigation, ground disturbing project activities always have the potential to inadvertently uncover subsurface archaeological material or human remains. In the event that materials or remains are unearthed, Section 6.0 of this report offers recommendations that would ensure potential project impacts on inadvertently discovered resources are eliminated or reduced to less than significant levels.

2.0 PROJECT DESCRIPTION

MCSD retained RA to conduct an investigation of the *McKinleyville BMX Track Project*, located in McKinleyville, Humboldt County, California (Figure 1). MCSD proposes to construct a recreational bicycle motocross track within Assessor's Parcel Number (APN) 508-242-043. This is located in Township 6 North, Range 1 East, Section 6 (Humboldt Meridian) as shown on the 7.5' USGS Arcata North CA (1972) quadrangle (Figure 2).

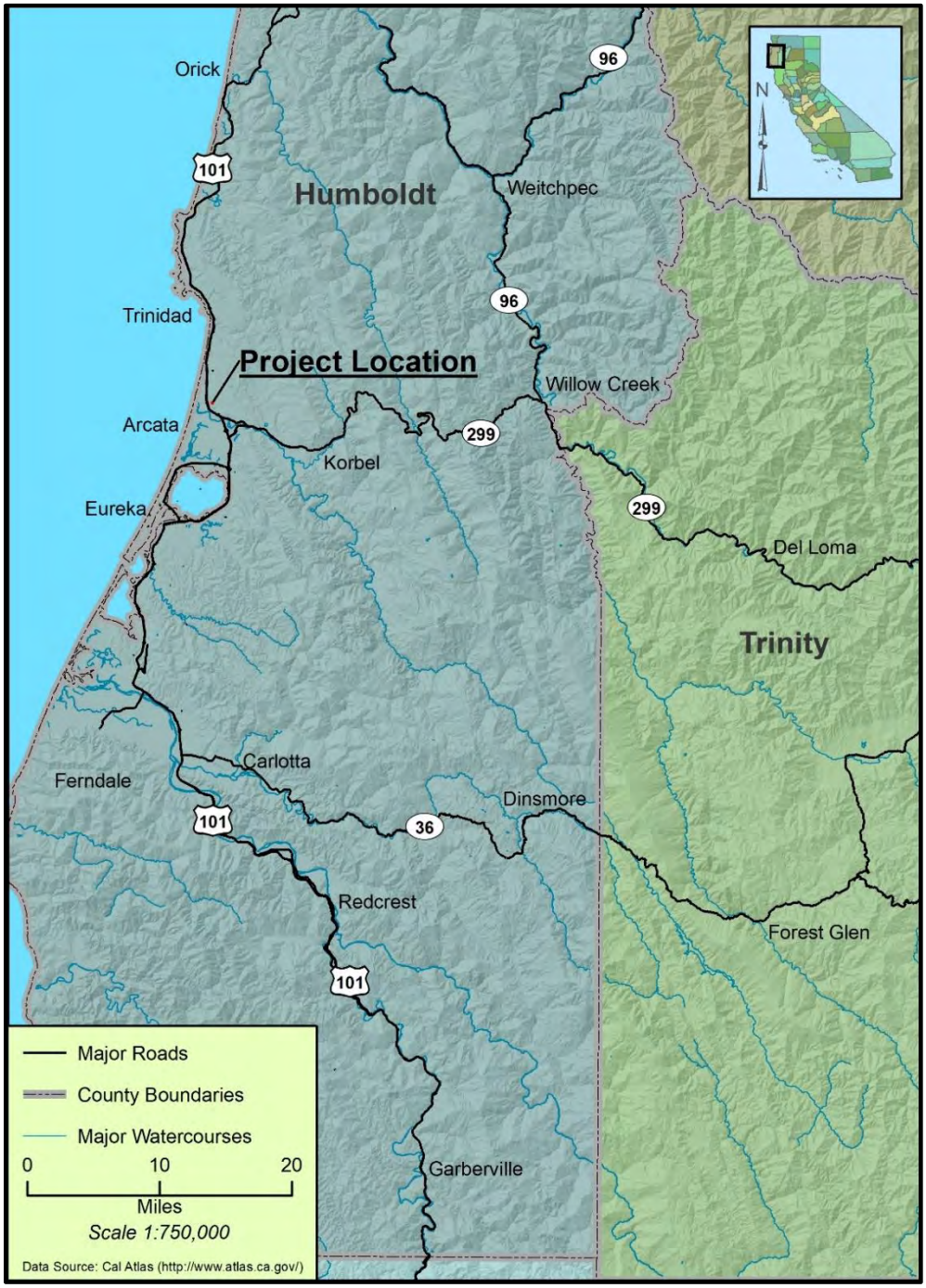

Figure 1. Overview map showing the project area.

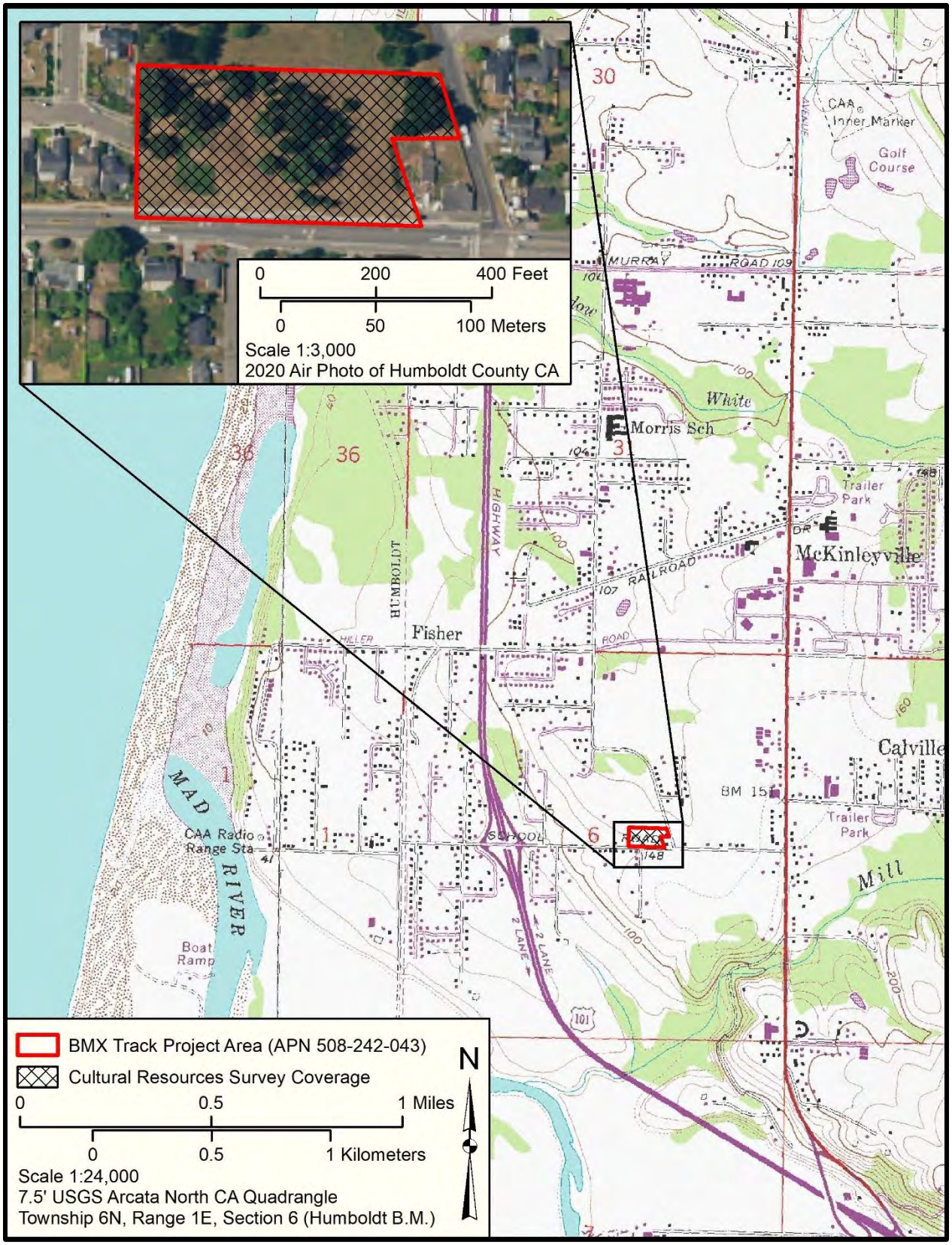

Figure 2. Project Location and Cultural Resources Survey Coverage Map.

3.0 REGULATORY FRAMEWORK – CALIFORNIA ENVIRONMENTAL QUALITY ACT

The California Environmental Quality Act (CEQA) as codified in California Public Resources Code Sections 21000 et seq., is the principal statute governing the environmental review of projects in the state. CEQA requires that projects financed or approved by state agencies (including county governments), must assess the effects of the project to the environment. A project that may cause a substantial adverse change in the significance of a *historical, tribal cultural, or unique archaeological resource* is a project that may have a significant effect on the environment (PRC 21084.1, CA AB52 Chapter 532 (2014), and PRC Section 21083.2). Actions that would cause a substantial adverse change to the significance of a *historical, tribal cultural, or unique archaeological resource* include but are not limited to: demolition, replacement, substantial alteration, and relocation.

McKinleyville Community Services District (MCSD) retained RA to consider impacts to *historical, tribal cultural, or unique archaeological resource*, by assessing the historical significance of artifacts, objects, structures, buildings, sites, and landscapes that meet the age criteria for significance evaluation, 45 years before present.

3.1 California Environmental Quality Act - Definitions

The term *"historical resource"* is legally defined in California Code of Regulations (CCR), Title 14, Chapter 3, Section 15064.5 (a). Under 14 CCR 15064.5(a)(3), an historical resource is defined as:

> (1) A resource listed in, or determined to be eligible by the State Historical Resources Commission, for listing in the California Register of Historical Resources (CRHR) (PRC Section 5024.1).
>
> (2) A resource included in a local register of historical resources, as defined in section 5020.1(k) of the PRC or identified as significant in an historical resource survey meeting the requirements in section 5024.1(g) of the PRC, shall be presumed to be historically or culturally significant. Public agencies must treat any such resource as significant unless the preponderance of evidence demonstrates that it is not historically or culturally significant.
>
> (3) Any object, building, structure, site, area, place, record, or manuscript which a lead agency determines to be historically significant or significant in the architectural, engineering, scientific, economic, agricultural, educational, social, political, military, or cultural annals of California may be considered to be an historical resource, provided the lead agency's determination is supported by substantial evidence in light of the whole record. Generally, a resource shall be considered by the lead agency to be "historically significant" if the resource meets the criteria for listing on the CRHR (PRC Section 5024.1) including the following:
>
> A. is associated with events that have made a significant contribution to the broad patterns of California's history and cultural heritage;
> B. is associated with the lives of persons important in our past;
> C. embodies the distinctive characteristics of a type, period, region, or method of construction, represents the work of an important creative individual, or possesses high artistic values; or
> D. has yielded, or may be likely to yield, information important in prehistory or history.

The CRHR also includes resources listed in or formally determined eligible for the listing in the National Register of Historic Places, as well as California State Landmarks and Points of Historical Interest. Resources of local significance that are listed under a local preservation ordinance or are otherwise considered historically significant at a local level, may also be considered eligible for the CRHR

The fact that a resource is not listed in, or determined to be eligible for listing in the CRHR, not included in a local register of historical resources (pursuant to section 5020.1(k) of the PRC), or identified in an historical resources survey (meeting the criteria in section 5024.1(g) of the PRC) does not preclude a lead agency from determining that the resource may be an historical resource as defined in PRC sections 5020.1(j) or 5024.1.

The term "*tribal cultural resource"* is legally defined in PRC Section 21074:

(a) “Tribal cultural resources” are either of the following:
(1) Sites, features, places, cultural landscapes, sacred places, and objects with cultural value to a California Native American tribe that are either of the following:
(A) Included or determined to be eligible for inclusion in the CRHR.
(B) Included in a local register of historical resources as defined in subdivision (k) of Section 5020.1.
(2) A resource determined by the lead agency, in its discretion and supported by substantial evidence, to be significant pursuant to criteria set forth in subdivision (c) of PRC Section 5024.1. In applying the criteria set forth in subdivision (c) of PRC Section 5024.1 for the purposes of this paragraph, the lead agency shall consider the significance of the resource to a California Native American tribe.
(b) A cultural landscape that meets the criteria of subdivision (a) is a tribal cultural resource to the extent that the landscape is geographically defined in terms of the size and scope of the landscape.
(c) A historical resource described in PRC Section 21084.1, a unique archaeological resource as defined in subdivision (g) of PRC Section 21083.2, or a “non-unique archaeological resource” as defined in subdivision (h) of PRC Section 21083.2 may also be a tribal cultural resource if it conforms with the criteria of subdivision (a).

A "*unique archaeological resource"* is an archaeological artifact, object, or site that meets any of the criteria presented in PRC Section 21083.2(g):

(g) As used in this section, "*unique archaeological resource*" means an archaeological artifact, object, or site about which it can be clearly demonstrated that, without merely adding to the current body of knowledge, there is a high probability that it meets any of the following criteria:

(1) Contains information needed to answer important scientific research questions and that there is a demonstrable public interest in that information.

(2) Has a special and particular quality such as being the oldest of its type or the best available example of its type.

(3) Is directly associated with a scientifically recognized important prehistoric or historic event or person.

4.0 ENVIRONMENTAL AND CULTURAL SETTING

The current project is located within the Lower Mad River region of Humboldt County California. The Mad River drains a 497-square mile basin on the north coast of California. The mouth of the Mad River is approximately six miles north of Humboldt Bay, near McKinleyville, and less than one mile west of the current project. The river provides habitat to a variety of Endangered Species Act (ESA)-listed and non-listed fish, including but not limited to coho and Chinook salmon, summer and winter-run steelhead, resident rainbow trout, coastal cutthroat trout, California roach, three-spine stickle back, riffle and prickly sculpins, Pacific lamprey, brook lamprey, and green sturgeon. Longfin smelt, stony flounder, and the increasingly rare eulachon or "candlefish" a small, migratory fish of great historic and cultural importance to Native Americans of the area, have also been documented in the Mad River estuary. There are at least seven species of documented non-native fish. The floodplains and the riparian corridor of the Mad River provide habitat to wildlife, including, but not limited to deer, beaver, river otter, harbor seals, raptors, and song birds.

The project area encompasses one complete parcel (APN 508-242-043), managed by the MCSD. The parcel is located on a low marine terrace approximately 0.6 miles north of the Mad River and is bordered by School Road to the south, private residential property to the west, on open field stretch of public land to the north, and Washington Avenue to the east. A small parcel of private residential property is adjacent to the southeast corner of the project area, at the intersection of School Road and Washington Avenue. The project area is generally flat, and the closest water is an unnamed tributary of Mill Creek, itself a tributary of the Mad River, located approximately 0.3 miles south of the project area.

4.1 Summary of Previous Archaeological Research and Cultural Chronology

Initial Northwest California archaeological research was focused on identifying Native American assemblages and delineating a pre-contact chronology (Elsasser and Heizer 1966, Loud 1918). Recent studies address such issues as paleo-environmental reconstruction, technology and adaptive responses to environment, trade, and the shifting focus from terrestrial to marine resources during early coastal occupations of California (Hildebrandt and Hayes 1983, 1984; Hildebrandt and Roscoe 2003; Hildebrandt and Swenson 1985; Hughes 1978; Levulett and Hildebrandt 1987; Levulett 1985; Sundahl and Henn 1993; Whitaker 2005).

Early research in Northwest California includes excavations at Late or Emergent Period sites near Humboldt Bay (CA-HUM-67: Loud 1918); Patrick's Point (CA-HUM-118), Trinidad Bay (CA-HUM-169: Elsasser and Heizer 1966); and on Stone Lagoon by Fredrickson (CA-HUM-129: Milburn et al. 1979). The seminal work defining early period assemblages in the North Coast Ranges of California however is the Pilot Ridge-South Fork Mountain (PR-SFM) project sponsored by Six Rivers National Forest for logging and road building undertakings (Hildebrandt and Hayes 1983, 1984). These studies have provided insight into some of the major environmental and archaeological trends within the region over the past 8000 years. This pre-contact cultural sequence for the region is summarized below.

Paleo-Indian Period (Prior to 8,500 B.P.)

No known sites dating from this time period occur in Humboldt County's coast or interior. Characteristic artifacts of this period include large, lanceolate, concave-base, fluted projectile points, and chipped stone crescents. No evidence exists for the presence of a developed plant food milling technology. Subsistence adaptation was highly mobile hunting and plant gathering. Exchange between groups presumably took place on an individual, one-to-one basis, with social groups not being heavily dependent upon exchange (Wallace 1978).

Lower Archaic (8,500 to 5,000 B.P.)
The Borax Lake Pattern, characterized as generalized hunting and gathering by small, highly mobile family groups, defines the Lower Archaic period in the Northwest coast (Harrington 1948). Provisional dates of 3000 to 6000 years B.P. were assigned to the Borax Lake Pattern sites at PR-SFM based on obsidian hydration data, although radiocarbon dates were not obtained at that time (Hildebrandt and Hayes 1983). Subsequent data based on corrected dates documented by Fitzgerald and Hildebrandt (2001) from carbon found in a soil sample at site CA-HUM-573 on Pilot Ridge, date the pattern to 7120 +/- 50 radiocarbon years. This is one of the earliest archaeological deposits to be dated in Northwest California.

The pattern includes relatively large wide-stemmed projectile points (typically made of locally available chert), handstones, milling slabs, and ovoid- and dome- scrapers. Borax Lake Pattern sites typically contain a similar array of artifact types, implying each served as a base camp where similar activities took place, with a lack of specialization. Obsidian is poorly represented in the pattern; suggesting exchange networks with obsidian rich areas (southern North Coast Ranges, Northeast California) were not established.

This adaptive pattern corresponded to a significant exothermic warming trend that followed the Ice Age when higher elevations could have been occupied for a longer portion of the year (Hildebrandt and Hayes 1983). Palynological studies demonstrated that the upland environments within the PR-SFM survey area had been affected by mid-Holocene warm periods (between 7500 and 6300 cal BP and between 5900 cal BP and 3800 cal BP) with the result of an upward migration of the oak woodland environment (Hildebrandt and Hayes 1983:108). Borax Lake Pattern Sites have been identified in upland areas on Pilot Ridge, Dow's Prairie near McKinleyville, along the Trinity River near Big Bar, and on the Smith River near Hiouchi Flat (Fitzgerald and Hildebrandt 2001; Hildebrandt and Hayes 1983, 1984; Roscoe 1995; Sundahl and Henn 1993; Tushingham 2011).

Middle Archaic Period (5,000 to 2,500 B.P.)
The Middle Archaic Period within Northwestern California is represented by smaller projectile point forms as proposed by Hildebrandt and Hayes (1983, 1984). This adaptive pattern was oriented towards use of low elevation villages located along salmon bearing streams near acorn crops which were occupied by relatively large concentrations of people during the winter months. Compared to the earlier Borax Lake Pattern, this technological change is hypothetically linked to the advent of storage facilities, particularly for fish and acorns to feed growing populations (Binford 1980). It represents an adaptive shift where resources were collected and returned to a permanent settlement area, resulting in a variety of functionally different site types that reflect more specialized activities (Binford 1980). This shift coincided with a significant cooling trend, the Neo-glacial, approximately 3300 years ago, which particularly affected the resource base of interior Northwest California. The variety and productivity of upland resources declined, whereas annual salmon runs were more productive and reliable in local rivers.

Archaeologically, Mendocino Pattern sites are marked by a greater variety of generally smaller projectile point forms (Willits Series, Trinity Series, and Oregon Series), distinct unifacial flake tools (McKee Uniface), and greater reliance on mortars and pestles (associated with acorn processing) over milling slabs and handstones (Levulett and Hildebrandt 1987). Middle Period components excavated on the high elevation PR-SFM implied specialized activities, including the establishment of native burning practices to maintain open prairies as implied by Palynological dates (Hildebrandt and Hayes 1983). Hildebrandt and Hayes (1983) noted that Mendocino Pattern components at lower elevations in interior northwest California contained a diversity of artifacts including bowl mortars, pestles, non-utilitarian items, and well-developed middens.

Initial use of coastal resources is evident by Mendocino Pattern components investigated at sites located at the mouth of the Mattole River (Levulett and Hildebrandt 1987) and the mouth of Randall Creek (Whitaker 2005). Mendocino Pattern time markers and obsidian hydration data support the finding of a Middle Archaic Period component on the northern margin of Humboldt Bay at the Arcata Sports Complex Site (CA-HUM-351/H: Eidsness 1993).

Upper Archaic Period (2,500 to 1,100 B.P.)

The artifacts and assemblages of this period generally represent a continuation of the patterns developed in the Middle Archaic Period. Sites are found throughout the central North Coast Ranges in moderate density. Large side- and corner-notched projectile points continue to occur. Medium-to-large, shouldered, lanceolate points appear. Leaf shaped points also are present. Bowl mortars and pestles, indicating initial development and elaboration of the "acorn complex"; replace mano-metate grinding technology (Basgall 1987). Bone tools such as fishing equipment are present. In general, artifact numbers become greater, artifact categories become broader, and tool kit variability higher. Obsidian becomes the preferred tool stone in many parts of the central North Ranges, often manifested by an elaborate obsidian biface reworking industry. This is reflective of greater complexity in exchange systems, characterized by occurrence of regular, sustained exchange between social groups.

The Upper Archaic Period is marked by the development of non-utilitarian features and artifacts (e.g., beads, pendants, and rock art) that begin to be manufactured in substantial numbers. In particular, shell beads become an important grave good artifact, and may be indicators of sustained exchange and social status differentiation. During this period, the growth of sociopolitical complexity is demonstrated by the apparent development of status distinctions based upon wealth, and emergence of group-oriented religions (Hildebrandt and Hayes 1984).

Late or Emergent Period (1,100 to 150 B.P.)

The Late Period in Northwestern California exemplifies some of the most socially complex hunter-gather populations who relied on marine and/or riverine resources in California (Fredrickson 1984; Kroeber 1925; Loud 1918). The Tuluwat Pattern (formerly the Gunther Pattern) characterizes the Late Period adaptation in north-coastal California. The Tuluwat Pattern dates from ca. 1100 years B.P. to historic contact around 150 years B.P., and characterizes the material culture of the ethnographically described Sinkyone, Wiyot, Yurok, Tolowa and other north coast tribes.

The Late Period assemblage was first described by Loud (1918) based on data collected during an archaeological excavation of CA-HUM-67, the Wiyot village of Tuluwat on Gunther Island in Humboldt Bay. Tuluwat evidences several specialized tool kits intended for a variety of subsistence activities, including sea and terrestrial mammal hunting, fishing, and vegetal resource procurement and storage. Significant traits include a well-developed wood-working technology, riverine fishing specialization, wealth consciousness, and distinctive artifact types including zoomorphs, large obsidian ceremonial blades, antler spoons, steatite bowls and pipes, and small distinctive barbed projectile points. Late period Wiyot populations were concentrated in permanent villages situated around Humboldt Bay and coastal lagoons, protected coastal terraces, and adjacent to rivers and stream intersections. This adaptation is similar to, but a more refined and specialized form of, the preceding adaptation. Exchange networks had become regularized in the Late Period. Trade is documented both archaeologically (Hughes 1978; Levulett and Hildebrandt 1987; Whitaker 2005) and ethnographically (Powers 1877; Loud 1918; Kroeber 1925; Nomland 1935, 1938), with exchange relationships reaching north to Vancouver Island for dentalium shells, east to the Warner Mountains and Medicine Lake Highlands for obsidian, and south to the San Francisco Bay region for obsidian and clam shell disc beads.

The Augustine Pattern adaptation is distinguished by an emphasis on hunting, fishing and reliance on acorns as a staple food source. Tuluwat/Augustine Pattern assemblages identified in the upper Redwood Creek drainage in Redwood National Park (Chilula territory) include a variety of small barbed and notched stone arrow points, and hopper mortar slabs and pestles (Hayes et al 1985).

Post Contact (150 B.P. to Present Day)
Generally, traditional Native Californian material, economic, social, and ideological culture was disrupted by contact with Russian traders, Spanish sea vessels, Euro-American settlement, and U.S. government policy. This produced significant depopulation and relocation of Native Californians from most of the lands they occupied as Euro-American culture became dominant (Rhode 2005). As a result, Native American populations reacted, and their material culture changed through a system of pressured assimilation and acculturation into Euro-American society. These pressures resulted in a change in settlement patterns and procurement strategies; as well as a synthesis of adaptive material culture expressed by projectile points and tools made from flaked window glass, tin cans converted to uses other than food storage (candle holders, strainers), and the presence of glass beads.

4.2 Ethno-Geographical and Historical Review *with previous contributions from Jerry Rohde*
The project area is located approximately 0.7 miles southwest of McKinleyville town center. The project area is located within the ethnographic territory of the Patawat subdivision of the Wiyot Native American Tribal Group. At the time of Euro-American contact, the Wiyot were divided into three principal groups, speaking a mutually intelligible language, which differed markedly from the Athapascan languages to the east and south, and the Yurok language to the north. Although Yurok and Wiyot are both considered by linguists to be Algic languages, they are not closely related. The three subdivisions of the Wiyot were (1) the Patawat, who lived in the villages on the lower Mad River, (2) The Wiki on Humboldt Bay, and (3) the Wiyot along the lower Eel River (Elsasser 1978). It is the name of the Eel River division which is now used exclusively in accounts pertaining to the entire group.

At the time of first contact with Euro-American settlers, the total Wiyot population numbered somewhere between a low estimate of 1,000 by Kroeber (1925) and a high estimate of 3,300 by Cook (1956). The Wiyot lived almost exclusively in villages along the protected shores of Humboldt Bay and near the mouths of the Eel and Mad Rivers. They were predominantly gatherers and hunters, despite their sedentary lifestyle, due to the great natural wealth of the region.

Villages consisted of permanent dwellings, which were rectangular in plan, made from split redwood planks with a smoke hole at the top. The entrance typically consisted of a round hole in a corner of the house leading to a partitioned passageway (Loud 1918). A fire pit was located in the center of the house with a small hole in the two or three-pitch roof for smoke to escape. Two or more families frequently occupied such dwellings. The basic social and economic group for the Wiyot was the family or household unit. The nuclear and/or extended family formed a corporate unit (Elsasser 1978). Family residence was patrilocal unless a man could not pay the full bride price in which case, residence was matrilocal (Elsasser 1978). Descent was patrilineal and social stratification was based on differential wealth. Associated with most Wiyot villages was a sweathouse used by Wiyot men for sleeping, gambling, and ceremony. Sweathouses usually included a stone-lined fire pit and a wooden drum.

With villages as their base, the Wiyot were able to seasonally hunt and gather a wide variety of plant and animal resources within their territory, which is comprised of four ecological zones including oceans, bays, rivers, and forests. The majority of the territory is redwood forest combined with a mosaic of sand dunes, tidal marsh, open prairie, and chaparral (Baumhoff 1963, Kroeber 1925). Baumhoff (1963) estimated the territory to encompass 125 miles of linear coast and salmon streams. Along the coast, mollusks, sea lions and stranded whales were among the marine resources utilized by the Wiyot while deer, elk, acorn, and berries constituted more important inland resources (Loud 1918). Perhaps the most important protein source for the Wiyot were the yearly anadromous fish runs on the Eel and Mad Rivers, during which the Wiyot were able to smoke and store enough salmon to last through the winters when other food resources were not as abundant (Elsasser 1978). The Wiyot shared many fishing technologies with their neighbors, the Yurok, which included use of large redwood dugout canoes, weirs, traps, nets, and platforms (Elsasser 1978, Kroeber and Barrett 1960). Because many bodies of still water were located within the territory, the Wiyot utilized fish poisons which were not commonly employed by other groups in the Northwest (Elsasser 1978).

Seasonal camps were established in the late summer and early fall to collect highland resources such as acorn, buckeye, pine nuts, and deer. Acorns probably made up a significant part of the Wiyot diet as represented by the frequency of pestles and hopper mortar slabs found at the village of Tuluwat on Indian (formerly Gunther) Island. Because pine nuts were not readily available, they comprised a lesser extent of the diet and were often used as beads to decorate women's skirts (Loud 1918). Loud also notes that temporary camps were established on the north and south peninsulas of Humboldt Bay to gather huckleberries and strawberries.

Stone technology of the Wiyot included flaked stone knives, projectile points, and other tools made from obsidian, basalt, and cryptocrystalline silicates. Groundstone tools included club heads, pipes, and charms, and mortars with a shallow grinding basin and long cylindrical pestles used for grinding acorns. Steatite was much used for making ornaments, toys and bowls. Beads manufactured from bone, shell, and steatite were used for ornamentation. Wood and bone were used for a variety of tools and weapons, bows, arrow shafts and points, hide preparation tools, fishhooks, pipes, musical instruments, food serving utensils, gaming pieces, hairpins, awls, and punches. Dugout canoes and paddles were routinely made with redwood.

Baskets played (and continue to play) a very important role in the lives of the Wiyot. They were used for a variety of tasks beginning with baby-carrying-baskets and continuing with the acorn-hopper-basket as well as other types of baskets used for storage, cooking, serving and processing foods, carrying burdens, traps, and personal adornment including hats (Eidsness 1993). Basket manufacturing techniques included openwork twining (coarse work), and weaving (fancy work).

From 1850 to 1865, the territory of the Wiyot became the center for the largest concentration of Euro-Americans in California north of San Francisco. This was due to the use of Humboldt Bay as a shipping point to the mines, the establishment of a redwood timber industry, and the homesteading of the Eel River and Arcata bottoms for ranching and farming purposes. Because the Wiyot territory was located outside of the Franciscan Mission sphere of influence which extended as far north as Sonoma, displacement of the Wiyot occurred much later than the group's native counterparts to the south. The Euro-Americans who came into Humboldt County in the 1850's and 1860's, were not known for their tolerance toward cultures other than their own, and many came from areas to the east. Soon after the first Euro-American settlements were established on Humboldt Bay, the Wiyot population began to decline. Many Wiyot were displaced from their villages (often located on the best plots of land) and driven to distant or marginal lands within the Humboldt Bay region.

Effective displacement began in the mid-1850's continuing through the 1860's, when individuals were gathered up and removed to the Mendocino Coast, Klamath, Smith River, and Hoopa reservations (Loud 1918). Today, Wiyot people live throughout Humboldt County as well as within the Blue Lake Rancheria, the Bear River Rancheria of Rohnerville Indians, the Table Bluff Reservation, the Trinidad Rancheria, and other communities.

4.2.1 Ethno-geography of the Project Area

The locations of all sites discussed in this section are approximate, due to conflicting ethnographic descriptions, imprecise historic map locations, and major changes to the local landscape caused by erosion, flooding, deforestation, and other historic and modern developments. In some cases (specifically Loud Sites 6 and 8), multiple locations are recorded by different authors for a single site. Specific ethno-geographical information for sites within the project vicinity is provided by L. Loud (1918), Curtis (1970), J.P. Harrington (1987), and Darrel Cardiff (2019), and is summarized below.

The boundary between the Wiyot and their northern neighbors, the Yuroks, is the valley of Little River, approximately 5 miles north of the project area (Loud 1918:249). Loud states that the area around the historic mouth of the Mad River, approximately 1 mile west of the current project, was one of the primary centers of Wiyot population. No ethnographic sites are known to have been present within the current project area. The closest known site is Dje'gedjoho/ Loud Site 8, mapped by Cardiff (2019) approximately 0.3 miles south on Mill Creek. In conflict is the location for this same site, Dje'gedjoho/ Loud Site 8, as mapped by Jordan in 1987 and recorded within the CHRIS as P-12-000066. Jordan in 1987 maps Dje'gedjoho, approximately 0.4 mi southeast of the current project area on Mill Creek. This site is either located at the Mill Creek water falls or nearby and was a known "ancient site". The site was uninhabited at the time of Loud's research (1913/1914). According to A.L. Kroeber, the Yurok believed that the trail of the dead began at a place near this site. The Yurok name for Mill Creek falls is *lohLqoekonan*, "rock has".

Loud Site 6 (Chumi or Djome) is mapped by Cardiff (2019) approximately 0.4 miles southwest near the modern Highway 101 alignment. Loud describes Chumi/ Djome as "practically an outlying portion" of Gwisok but with "a separate archaeological deposit" (Loud 1918:260, 286, Plate 1 in Cardiff 2019:5). Curtis viewed Chumi/ Djome and Gwisok as a single village, Chomem, located "on the north side of Mad River near the crossing of the Humboldt-North[ern] railroad".

Just south of Loud Site 6, approximately 0.5 mi southwest of the current project area is a Wiyot cemetery, informally documented at the CHRIS as C-1453. This site is mapped between Loud Sites 6 and 7, but was not given a site number or specifically discussed by Loud (1918).

In addition, Loud (1918) mapped three other Wiyot sites along the north bank of the Mad River (Loud Sites 4, 5 and 7) all located within one-mile of the current project.

- Kolikeme (Loud Site 4): Loud describes Kolikeme as "located near the mouth of Mad river on the north side ... a considerable town with a population of seventy-five or eighty in 1855 .... Others state that there were 10 or 15 houses in 1853." A jumping dance was held "there every summer for ten days" (Loud 1918:259, 286, Plate 1). Curtis lists two villages in the area of Kolikeme: Hlulutalqhli, "uninhabited in 1870 but many graves," and Taiswek, with "four houses about 1870" (Curtis 1970:226). Loud maps this site approximately 1.2 miles west of the project area (Figure 3).

- Lhiwetgut (Loud Site 5): This site has not been identified since Loud's 1918 recordation. Loud documented Lhiwetgut as a village which had been buried in a "mythical flood". Due to the site's proximity to the historic mouth of the Mad River, this site has likely been destroyed or has experienced substantial disturbance during flooding and high flow events. Loud maps this site approximately 1.0 miles west of the project area (Figure 3).

- Gwisok (Loud Site 7): "located north of Mad River, just west of Mill Creek" approximately 0.6 miles east of the current project area. It was "a village of a dozen houses" with a friendly relationship with the Yuroks of Trinidad, "doubtless because of intermarriage." There were "two sweat-houses and eleven dwelling houses." The community apparently contained "as much or more aristocracy ... than in any other village in the northern half of Wiyot territory" (Loud 1918:259, 286, Plate 1). Loud states, Jim Brock of Blue Lake makes mention of it as a village of a dozen houses, whose occupants were especially friendly with the Trinidad people, doubtless because of intermarriage. He also described the abundance of bushes along the edge of the village, for which reason it was called tet-ming-a, "brush-edge," in Athapascan. The Wiyot name was Gwisok.

  > As this village was the birthplace of two Wiyot informants, Tom Brown and Aleck Sam, the writer obtained some information regarding the number of habitations. There were here two sweathouses and eleven dwelling houses, with the following 6 occupants: 1, father of Tom Brown; 2, Brokearm, uncle of Tom Brown; 3, grandfather of Tom Brown, or Brokearm 's father; 4, grandfather of Jimmy Barto; 5, grandfather of Frank Brown; 6, father of Lookin; 7, uncle of Lookin 's father; 8, grandfather of Aleck Sam; 9, father of Aleck Sam; 10, Bighead; 11, four widows whose husbands had been killed by Chilula Indians. One house was also said to have been occupied by the uncle of Aleck Sam, but probably he was one of the persons mentioned above. It would appear that there was as much or more aristocracy in this village than in any other in the northern half of Wiyot territory" (Loud 1918).

  Loud maps this site approximately 0.6 miles south-southwest of the project area (Figure 3).

The proximity of Dje'gedjoho/ Loud Site 8 (Cardiff 2019), Chumi/ Loud Site 6 (Cardiff 2019) and C-1453 (Roscoe 1996), as well as the presence of other Wiyot villages along the lower Mad River and Mill Creek, suggests that the project area was likely utilized and inhabited by Wiyot peoples into the historic era.

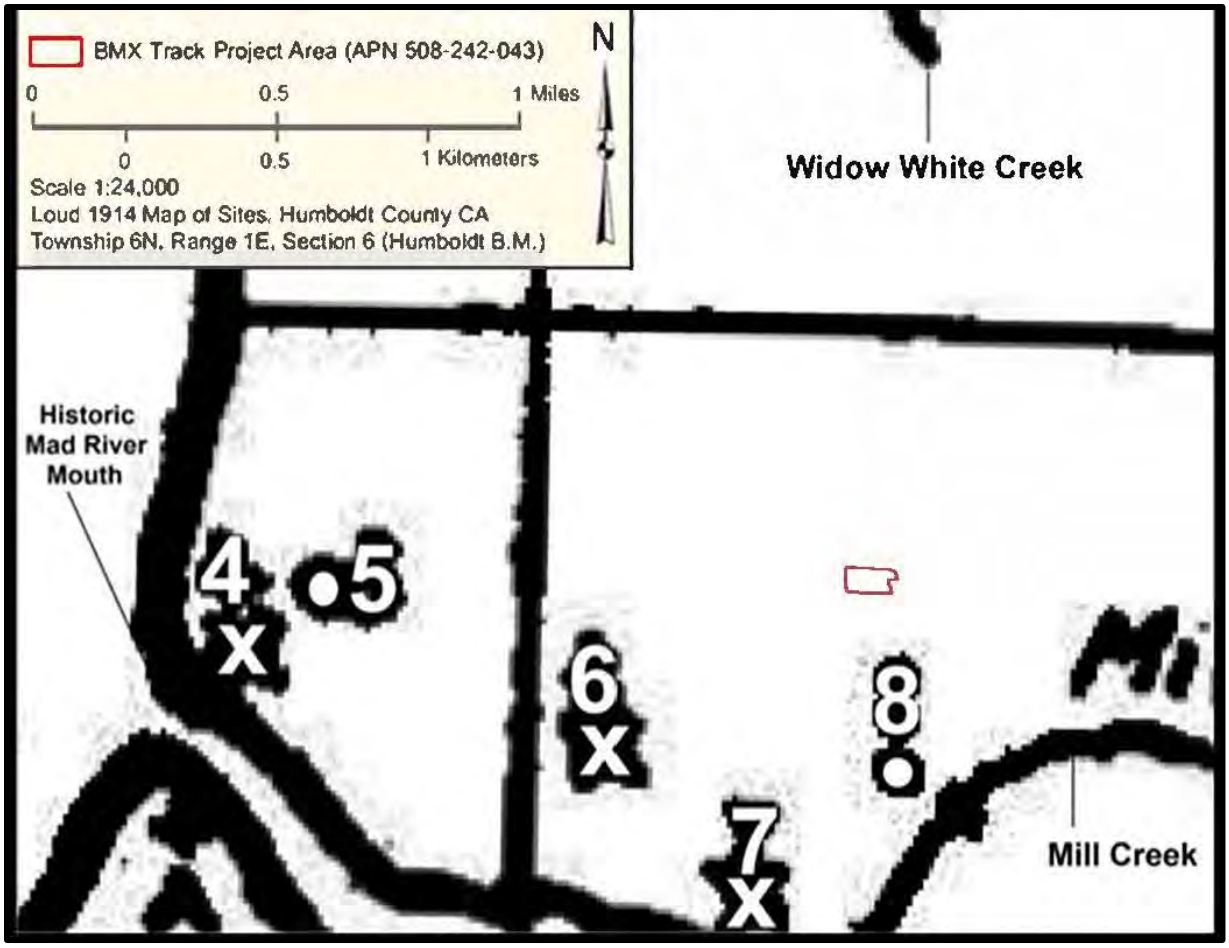

Figure 3. Loud (1914) field map showing Wiyot Place Names in the vicinity of the current project area.

4.3 History of Euro-American Development in The Humboldt Bay Region

In general, areas in California north of San Francisco were not populated by Euro-American settlers as early nor as quickly as southern California. Early settlement was hindered by densely timbered tracts of land that extended from the coast to the interior (Coy 1929). While the North Coast of California had been scouted by European ships beginning in the sixteenth century, the year 1806 marks the first record of Humboldt Bay's discovery by the *O'Cain*, an American ship chartered by a Russian-American Company in Alaska. Sustained Euro-American settlement of the area did not take place until 1850; a year after the bay was "rediscovered" by the overland expedition led by Josiah Gregg (Coy 1929, Loud 1918). At that time, Humboldt and Trinidad bays became jumping off places for miners heading to the interior gold mines. Settlements rapidly developed around the bays to provide services and supplies for the miners (Shoup 1983). The dense redwood forests of northern California provided the timber needed to build these settlements. Initially, the only way of transporting lumber was by custom-built schooners adept at carrying lumber through the steep and rocky coastal terrain of California's west coast.

Fort Humboldt was established in 1853 on a high bluff behind Bucksport, a community located in southern Humboldt Bay, to meet the need for military protection of the new American settlements (Coy 1929). Senators from northern California decried the need for military protection from hostile Indians, claiming that in the past "few months" 130 settlers had been killed and $240,000 worth of property destroyed by Indians. Coincidently, U.S. Indian Agent Redick McKee wrote the Governor, blaming the

Euro-Americans of this region for their unjustifiable hostility towards the Indians and citing as an example the murder of 15 or 20 Indians on Humboldt Bay near the mouth of Elk River in February 1853. There was strong sentiment in California among Euro-Americans that the Indians should be exterminated. Despite the hostilities, there was a substantial increase in the amount of lands enclosed and cultivated between 1860 and 1865, due in large measure to passage of the Homestead Act of 1862 (Coy 1929). Most of the Indian attacks on Euro-Americans were confined almost exclusively to depredations on stock or the robbing of isolated ranch houses (Coy 1929).

In the 1850s, timber resources were recognized as being more valuable than gold. The first lumber mill was set up at Eureka by 1852, and Humboldt Bay became an important seaport, as seagoing vessels were the only way to move the forest products to market. As logging progressed, those in the timber industry and their employees had to move further back from the bay to reach new untouched areas. As the problem of transportation became less difficult with the organization of the San Francisco and North Pacific Railroad Company in 1869; the railroad became the fastest way to transport lumber to mills and timber harvesting rapidly became the largest industry in this region. Explosives were employed in the construction of railroads and highways in order to clear land through redwood forests, it was considered an efficient means of clearing stumps and assisting in grading as well as excavating through rock masses. By the mid 1890's the northwest lumber industry had been infused with new industrial machinery that exponentially increased production and drove down market prices. The capitalization of the lumber industry caused smaller, local mills to be consumed by larger corporations by 1910. Completion of the railroad between Eureka and San Francisco in 1914 opened up the north coast to new commercial opportunities and markets.

The huge demand for lumber all across North America was leading to the rapid depletion of this resource and preservation of the dwindling redwood forests became a prime concern of local citizens. With the onset of WWII and the subsequent economic boom of the 1950's logging peaked so that by the 1960's nearly 90 percent of all original redwoods had been harvested. In 1968 Redwood National Park was established to secure some of the very few abiding groves of ancient North Coast redwoods.

4.3.1 McKinleyville History

McKinleyville is located on a low marine terrace along the Pacific coast between Humboldt Bay in the south and Trinidad Bay in the north. Settlement of McKinleyville area began around 1850 in response to growing populations at the nearby seaports of Arcata, Eureka, and Trinidad. Settlers quickly colonized the prairies and forests between the bays and to supply the booming port towns with food, lumber, and draft animals. Farmers raised apples, barley, oats, potatoes, wheat, strawberries, cattle, chickens, and sheep (Eidsness and Heald 2004:14, Eisenman 1979:4, Fountain 1967:(109)140).

The name "McKinleyville" dates from between 1890 and 1897 (Elliott 1881:5, Eidsness and Heald 2004:14, Hamm 1890:12); previously the area was known as Dow's Prairie, named for Joseph Dow, who occupied a large tract north of the Mad River in the 1850s (Humboldt Times 7 August 1949:13).

Settlement at Dow's Prairie nucleated around the Arcata to Crescent City wagon road which was developed over the late 19th century (Doolittle 1865, Forbes 1886, Fountain 1967:(24)318), likely following an existing Wiyot trail. Bridges were constructed over the Mad River in 1874 and the Little River in 1877 (Elliott 1881:138), and the wagon road was declared complete around 1890 (CITE).

John Vance built the first lumber mill and logging railroad on the Mad River in 1874 or 1875 (Elliott 1881:138, Hamm 1890:67). Vance's Humboldt and Mad River Railroad connected Dow's Prairie to the Arcata Bay and "opened up a large and beautiful section of farming, grazing and fruit land" (Hamm 1890:67). In 1905, the Dolbeer Carson Company constructed the Humboldt Northern Railroad, connecting the McKinleyville area to lumber mills in Samoa. The Humboldt Northern Railroad was in use until about 1960 (Roscoe 2019:7).

Isaac Minor, a prominent Arcata-area pioneer, opened a creamery and McKinleyville's first general store on Central Avenue in 1897. The community of Dow's Prairie had been recently renamed to McKinleyville; Minor's business interest prompted a petition to rename McKinleyville to Minor. Minor's store and creamery became the center of local commercial activity, while the surrounding area remained largely agricultural into the 1920s (Eidsness and Heald 2004:14).

The Redwood Highway was constructed across Dow's Prairie in 1921, improving vehicle access to the McKinleyville area. A military airport was constructed in 1943 and used in rocket training and experimental fog dispersal until 1949 or 1950 (Military Museum:I-3). The airport was deeded to the county in 1956 (U.S. Army Corps of Engineers 1996:1-2) and remains in use as Humboldt County's primary airfield.

McKinleyville's agricultural and lumbering industries diminished following World War II, and the community's population spiked as housing demands rose across California throughout the late 20th century. Today, McKinleyville residents work primarily in education, health care, and social services (United States Census 2010).

4.3.2 Project Area History

The project area is located in the SW ¼ of the NE ¼ of Section 6, T6N R1E, between Little River in the north and Mad River in the south. The earliest recorded cultural features near the project area, shown on the 1855 Surveyor General's original survey plat map (Figure 4), are a "Grist Mill" located on the north bank of "Cedar Creek", now Mill Creek, and a northwest-southeast trail apparently terminating at the grist mill. The mill and associated trail are located in the SE ¼ of Section 6. "Cedar Creek" was renamed to Mill Creek before 1911 (Denny), and known as Fish's Mill Creek from about 1920 to about 1950 (Belcher 1921:7, USGS 1933, 1952)

The earliest settler ownership of the project area was likely claimed by Peter Lothian, who occupied "a large parcel of Dows Prairie farmland in the 1850s" (Eidsness and Heald 2004:15) until his death in 1864; in 1875, eleven years later, 320 acres within Section 6 of Township 6N, Range 1E were patented by his heirs, and subsequently divided and sold. One H.H. Gast purchased a 28.5-acre block of parcels from the Lothian family, which he sold to Johan Kellerer in 1894 (Eidsness and Heald 2004:15).

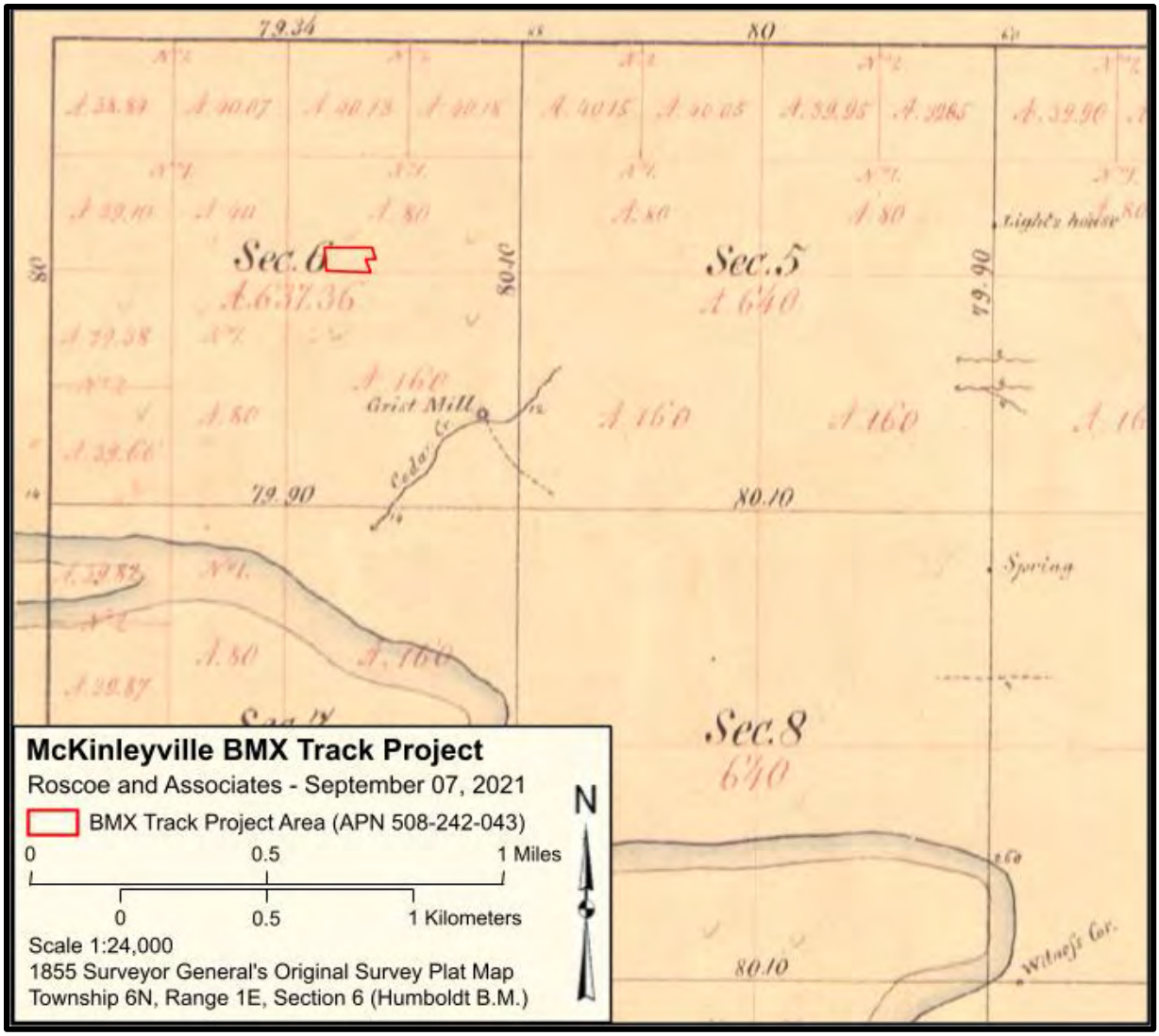

Figure 4. 1855 Surveyor General's plat map showing the approximate location of the current project area relative historic-era features noted above.

Johan Kellerer, a native of Austria, won U.S. citizenship in 1895 and changed his name to John. Later that year, he brought his wife Franzicka and their four children to Kellerer's new acreage. John and his family built a house (1245 School Road) and began operating a farm on the property (Eidsness and Heald 2004:18). The Kellerer farm remained in operation until the 1940s.

Forbes' 1886 Official Map of Humboldt County California shows the county road passing through Section 6, just east of the approximate location of the project area (Figure 5), but does not show "Cedar Creek"/ Mill Creek or include ownership information for the section (Forbes 1886). The county road alignment closely matches the "Road from Arcata to Trinidad" shown on the Surveyor General's 1873 Township 7N Range 1E (Surveyor General 1873); the road is otherwise attested in 1877 when it was reported that the "long-awaited" bridge over Little River was nearly complete. The road was completed in the 1890s and became known as the Arcata to Crescent City wagon road (Fountain 1967:(24)318).

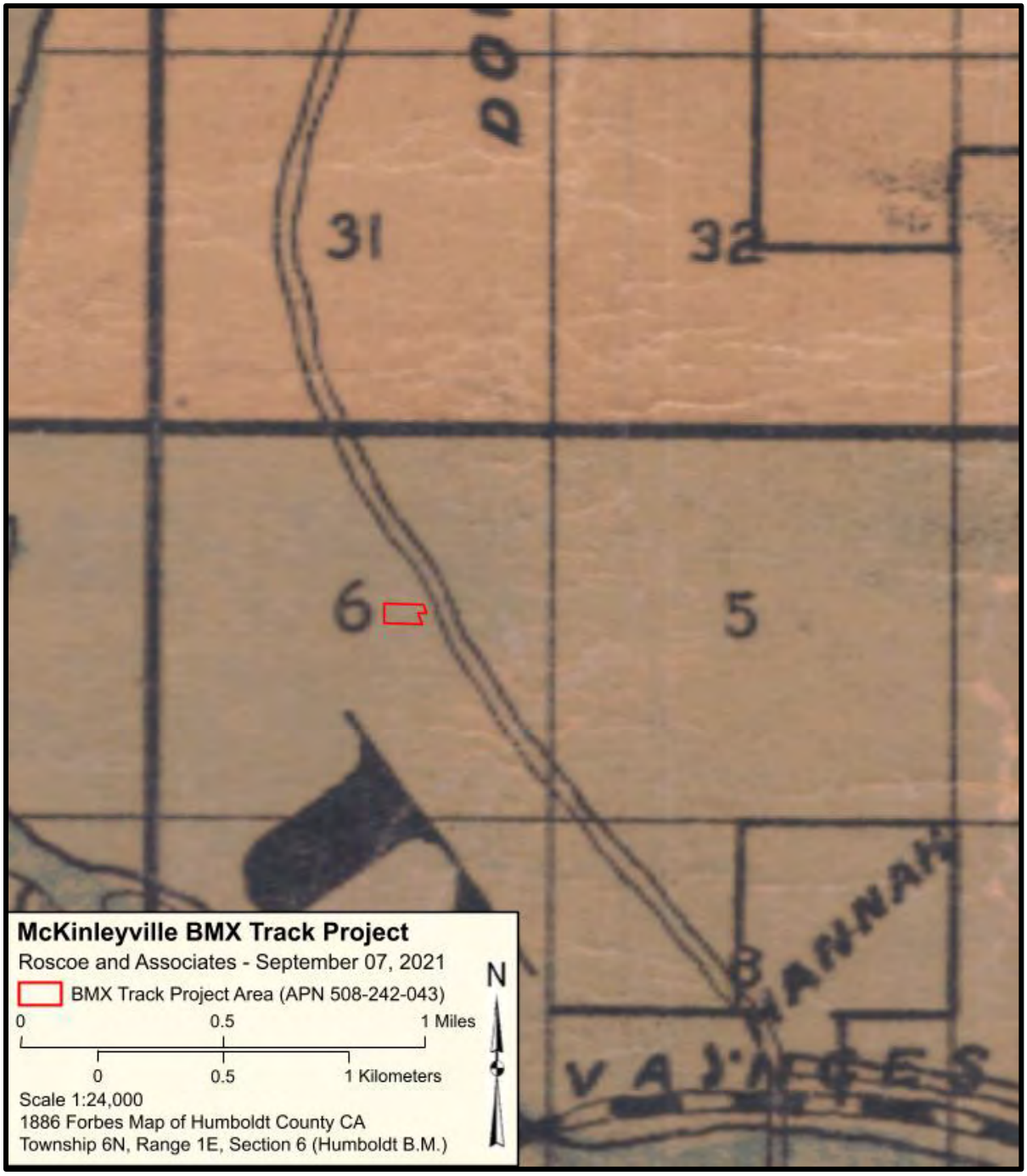

Figure 5. 1886 Forbes Map showing approximate location of the project relative to noted features.

Denny's 1911 map shows the same north-south county road and Mill Creek in Section 6, and adds a northwest-southeast road in the NE ¼ of the section (now Washington Avenue); an east-west road near the center of the section (now School Road); and the Hammond Company railroad near the section's western border (Denny 1911).

The 1911 Denny map shows no ownership information for the SW ¼ of the NE ¼ of Section 6, where the Kellerer's dairy farm had been in operation since about 1895 (Eidsness and Heald 2004:15-19). Neighboring parcels were held by H.H. Falk in the north, A[vere]tt in the east, [Law]fer and Morris in the south, and John Hawks in the west (Figure 6).

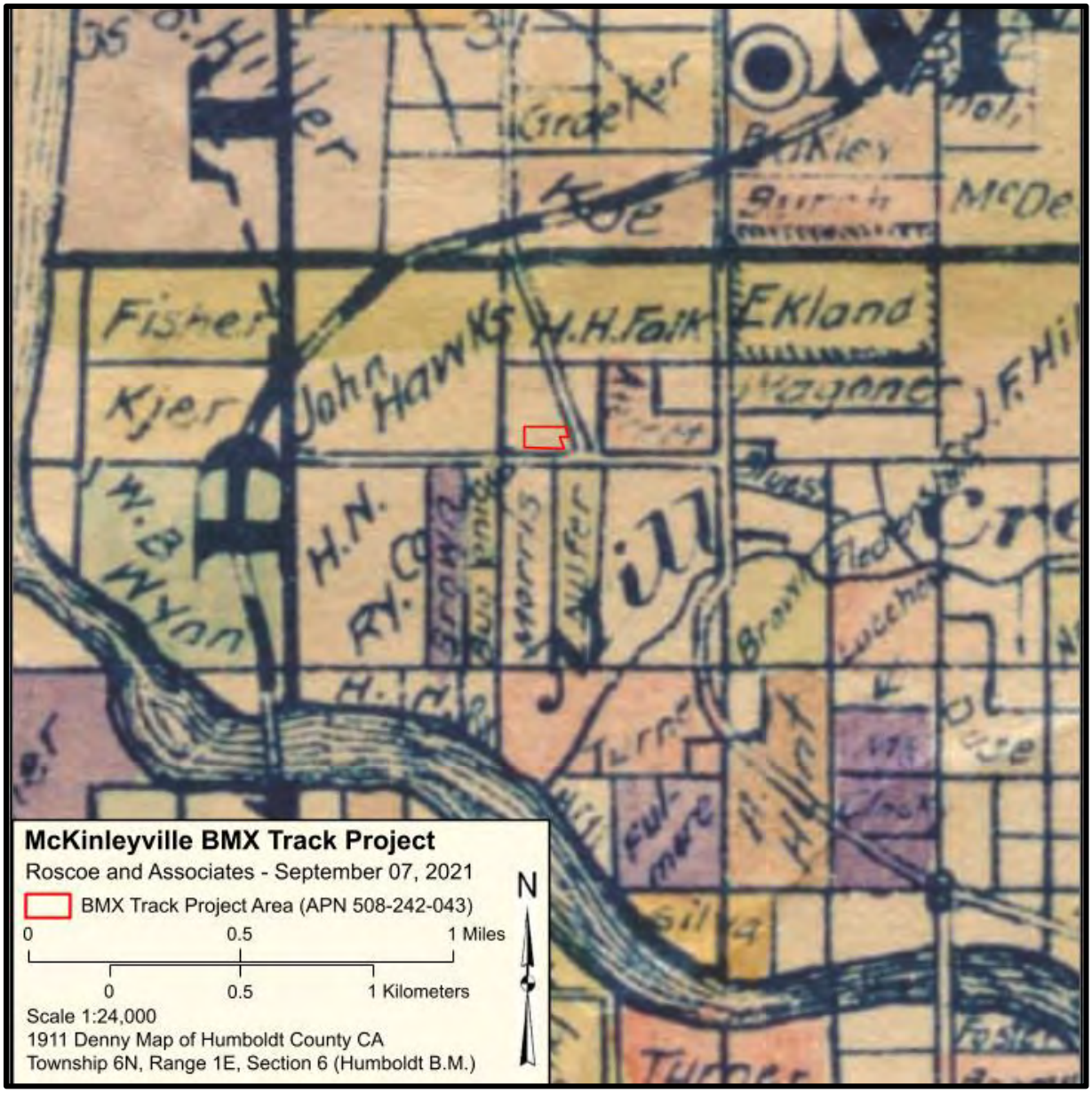

Figure 6. 1911 Denny Map showing approximate location of the project relative to noted features.

The 1921 Belcher Map of Humboldt County shows the Kellerer family ownership of the SW ¼ of the NE ¼ of Section 6 west of Washington Avenue. The Arcata to Crescent City wagon road had been developed into a state highway (later a U.S. Highway, now Central Avenue). Belcher also shows "Fish's Mill Creek" and a realignment of Washington Avenue (Belcher 1921:7, Figure 7).

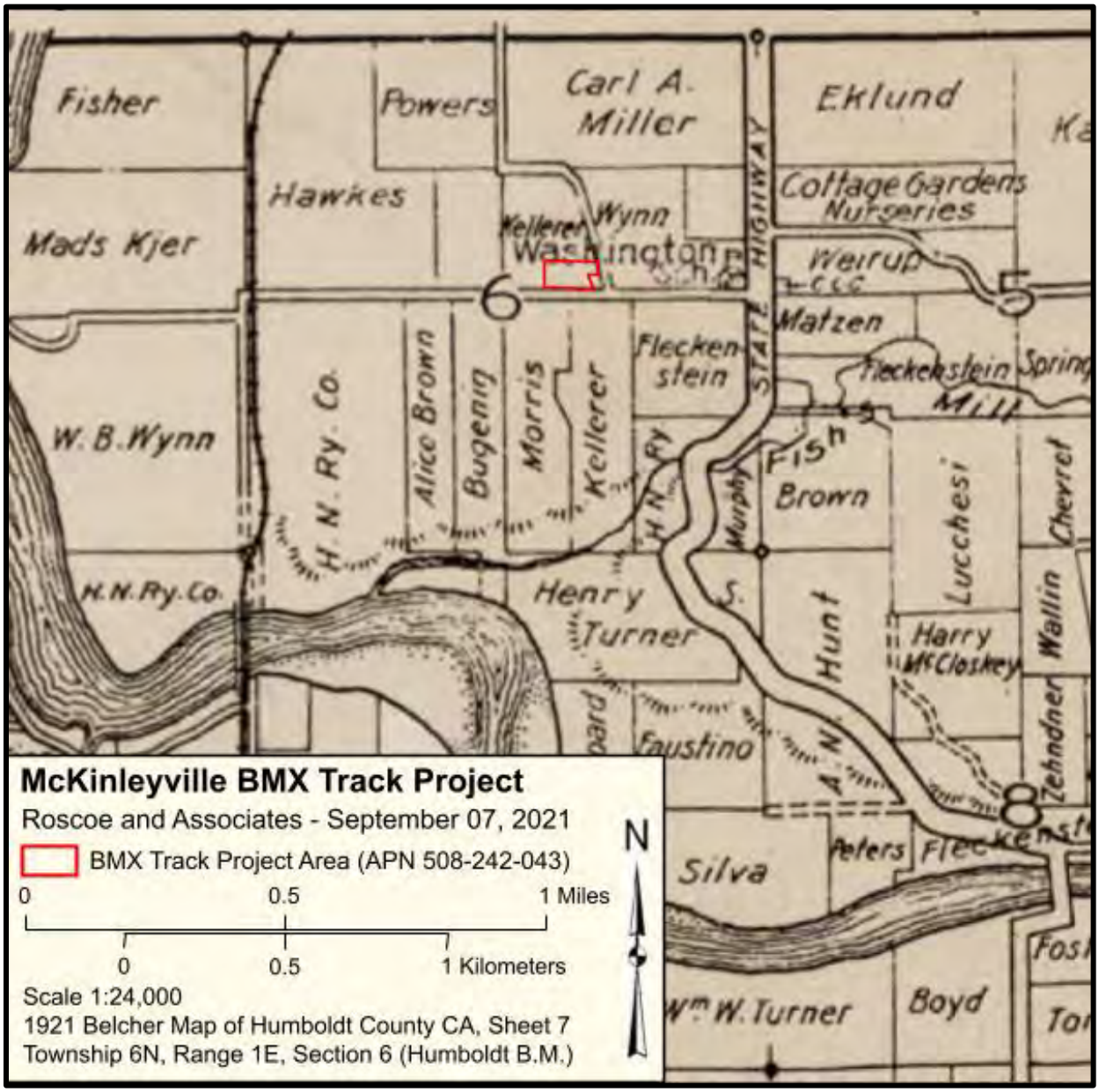

Figure 7. 1921 Belcher Map of Humboldt County, showing Kellerer ownership of the project area and surrounding parcel.

The 1933 USGS 15' Eureka California topographic quadrangles also shows "Fishs Mill Creek" in the southeast quarter of Section 6. The State Highway had been developed to a U.S. Highway (now Central Avenue) and the Hammond Company's railroad had become the Humboldt Northern Railroad. One building, likely the Kellerer House (P-12-001515), is noted in the SW ¼ of the NE ¼ of Section 6, near the center of the section and adjacent to School Road (Figure 8).

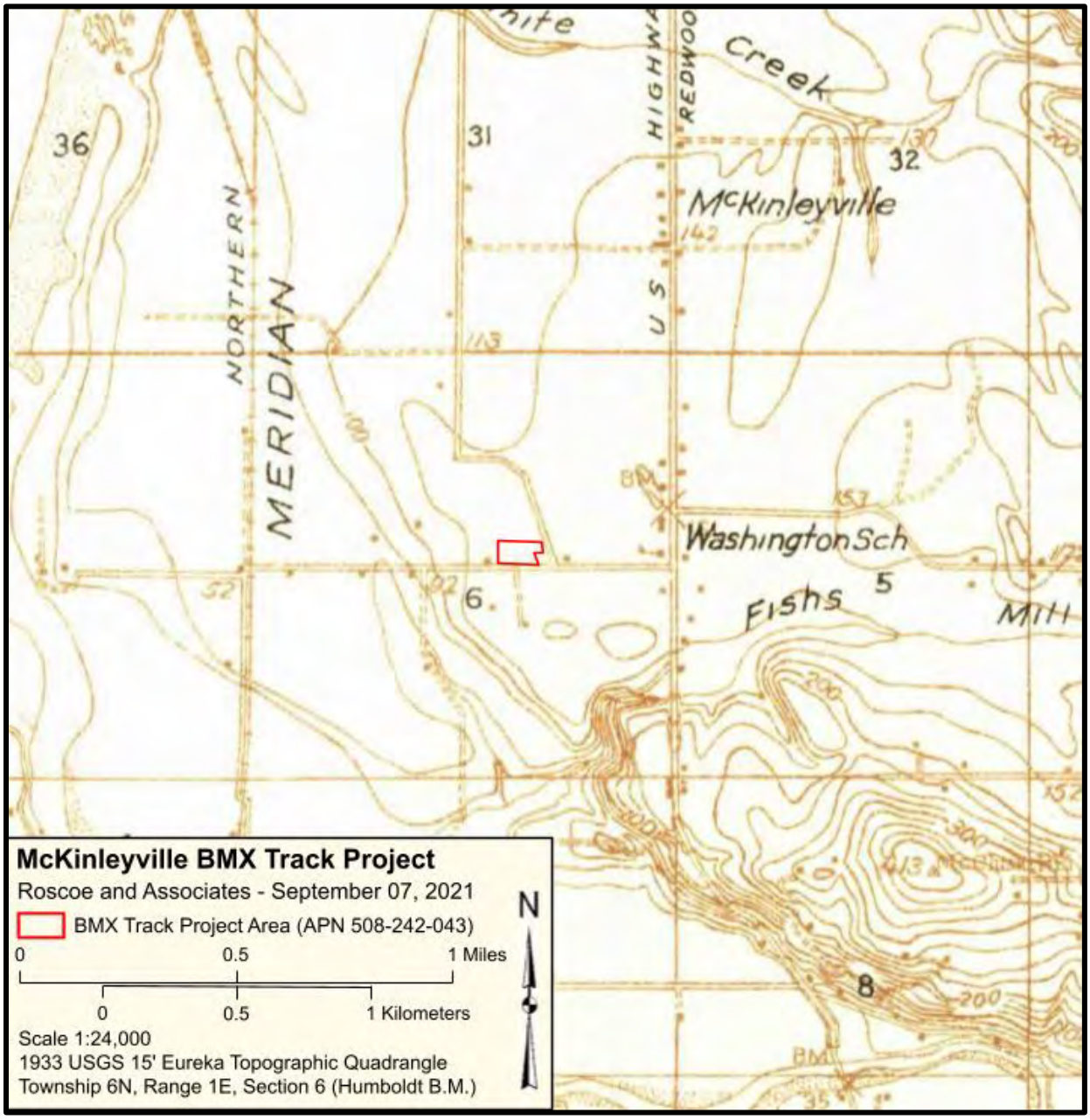

Figure 8. 1933 USGS 15' Eureka Topographic Quadrangle showing the approximate location of the project area relative to noted historic-era features.

Stella Kellerer, wife of John Kellerer and daughter-in-law of Johan/ John and Franzicka, was the last Kellerer to actively farm the property. Stella, her husband John, and their four children raised cattle, chickens, apples, carrots, and hay. In 1937 a stroke left John unable to work; Stella and the children kept the farm going until 1948 when Stella moved to Eureka. The 1949 Metsker map shows continued Kellerer ownership of the project area and surrounding parcel (Figure 9).

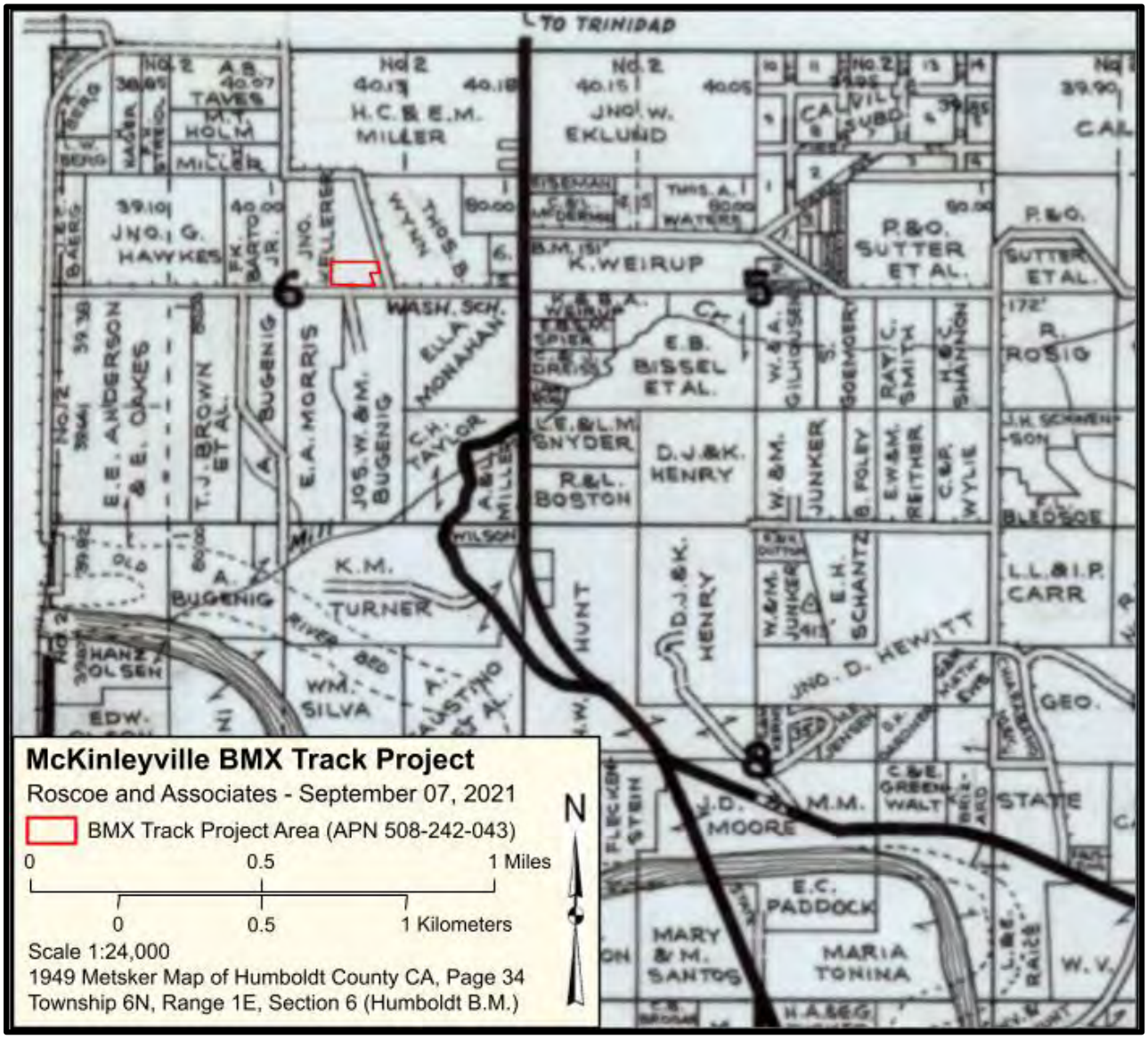

Figure 9. 1949 Metsker's Map of Humboldt County, showing Jno. Kellerer's ownership of the project area and surrounding parcel.

In 1960, Stella Kellerer transferred ownership of the farm to her four children. In 1961, the family sold 10 acres of the farm, including the 3.0-acre project area, to McKinleyville Elementary (Figure 10); in 1964, the siblings subdivided the remainder among themselves (Eidsness and Heald 2004:19). The Kellerer House (P-12-001515) was ultimately inherited by Stella's daughter Vesta Sleppy who rented out the property until 1987, when she sold it (Eidsness and Heald 2004:19). The Kellerer House is no longer standing.

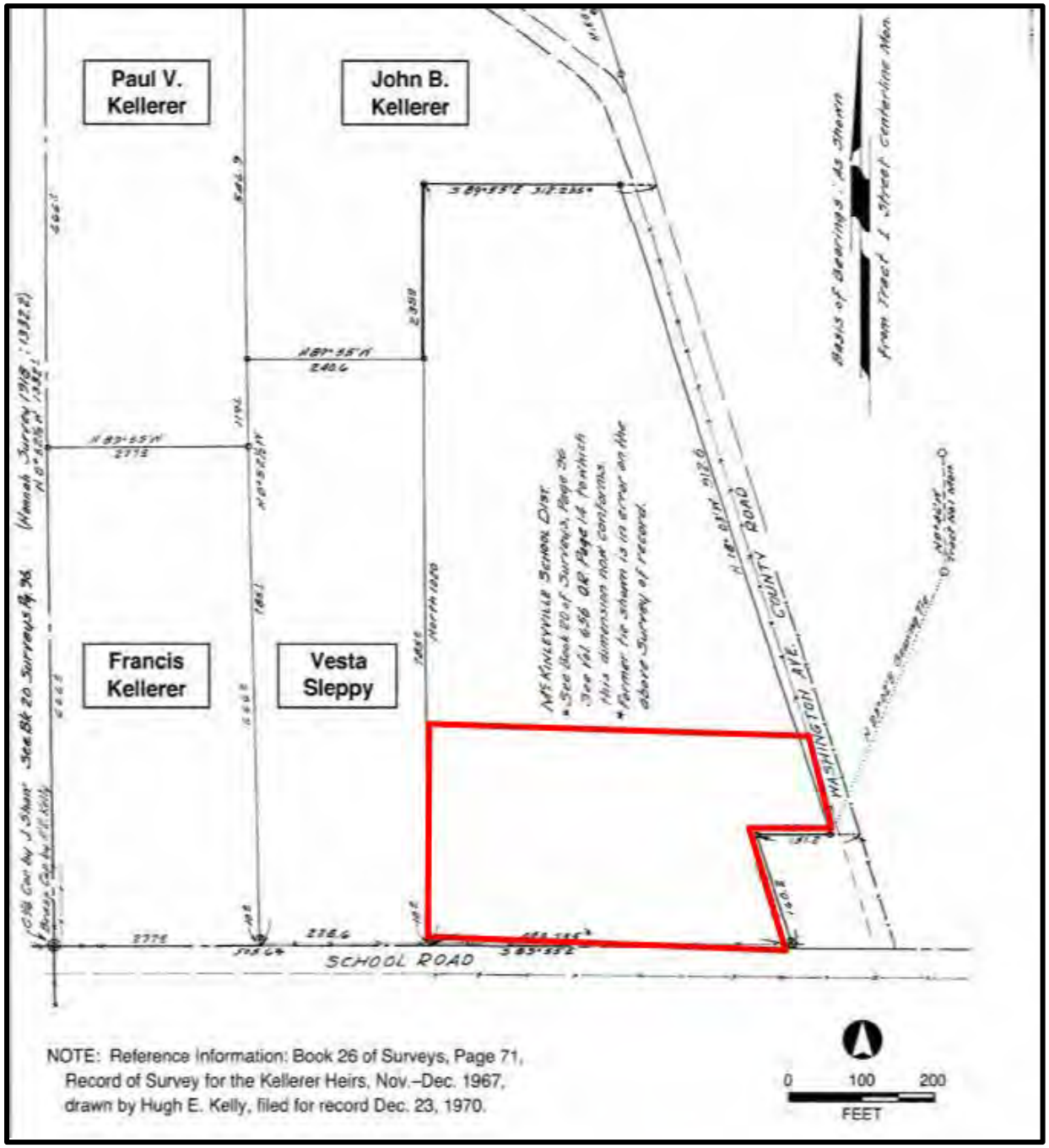

Figure 10. 1970 Record of Survey for the Kellerer Heirs, showing McKinleyville School District ownership of the project area.

A review of the air photos from 1956, 1964, 1972 and 1980 shows that the project area has been vacant of any buildings or structures since the 1950's. In 1980 the parcel is empty of trees, structures or other features, with a possible tree alignment along the western border of the parcel (Figure 11). No historic-era development is known to have occurred within the project area.

Figure 11. 1980 Air Photo of Humboldt County, showing the approximate location of the current project relative to historic-era features noted above.

5.0 METHODS AND RESULTS

5.1 Background Archival Research

The background research for this project included an examination of the archaeological site records and survey reports at the California Historical Resources Information System regional Northwest Information Center (NWIC) in Rohnert Park, California. Melinda Salisbury, B.A., conducted the records search on August 10, 2021 (I.C. File Number 21-0230). The result of the record search is presented in Appendix A and summarized below.

The objectives of the record search were to determine if cultural or historical resources have been recorded within the project area or within 0.5 miles of the project area, and to review cultural resource survey reports that either included the project area or were conducted within 0.5 miles of the project area (defined as the "study area" or SA). The following inventories were reviewed: The Historic Property Directory, the National Register of Historic Places (NRHP), Determinations of Eligibility for the National Register of Historic Places, the California Register of Historical Places, and the California Inventory of Historic Resources. Following completion of this archaeological study, a copy of this report will be filed with the NWIC.

The NWIC record search revealed that no resources have been documented within the current project area. Two Native American sites (C-1453, P-12-000066) and one historic-era resource (P-12-001515) are documented within 0.5 miles of the project area. Additionally, one ethnographic site (Loud Site 6) is known to have been within 0.5 miles of the project, however this site has not been formally recorded at the NWIC and has not been assigned a CHRIS number. All four resources previously identified within 0.5 miles of the current project area are listed in Table 1.

Portions of the project area have been included in two previous cultural resource studies (Fredrickson et al. 1975| S-000132 and Benson et al. 1977| S-000886). These three studies investigated large areas of Humboldt County and identified or noted several resources; all were identified more than 0.5 miles from the current project area. Five other investigations have been conducted within 0.5 miles of, but outlying, the project area (Table 2); one of these (Eidsness and Heald 2004| S-041893) investigated the parcel directly adjacent to (west of) the project area and identified one historic-era farm house (P-12-001515).

Table 1. Previously recorded cultural resources within 0.5 miles of the project area.

Resource Number/ Name	Recording Author/ Date	Resource Description	Distance from Project Area
C-1453	Roscoe, James 1996	A Wiyot cemetery.	Approximately 0.5 mi (0.8 km) southwest of the project area
P-12-000066/ CA-HUM-0008/ Loud Site 8/ *Dje'gedjoho*	Loud, L.L. 1918 Jordan, Leigh 1987	A waterfall and trail held sacred by Wiyot tradition. Has two possible locations. NWIC maps this site according to Jordan 1987. Site mapped in alternate location as part of an ethnographic analysis by Cardiff 2019.	0.4 mi (0.6 km) southeast of the project area as mapped by NWIC per Jordan in 1987. 0.3 mi (0.4 km) south of the project area as mapped by Cardiff 2019.

Resource Number/ Name	Recording Author/ Date	Resource Description	Distance from Project Area
P-12-001515/ Kellerer House	Eidsness, Janet P., and Leslie Heald 2004	A historic single-family residence associated with a small dairy farm, constructed ca. 1895. The Kellerer House is no longer standing.	Immediately west of the project area
Loud Site 6/ *Chumi*	Cardiff, Darrell 2019	A Wiyot village site including a house pit, midden soil, shell, charcoal, and a pestle fragment.	0.4 mi (0.6 km) south of the project area

Table 2. Cultural resources investigations conducted within 0.5 miles of the project area.

Survey Number	Title	Author/ Date	Results
S-000132*	An Archaeological Survey of the Proposed McKinleyville Sewage Collection and Treatment Facility	Fredrickson, David A., Sonia Tamez and Pamela R. Roberts 1975	Fredrickson et al. identified four resources as a result of their investigation. None are located within the current 0.5-mile record search study area.
S-0000298	Central Avenue, McKinleyville Road Widening Project (letter report)	Flynn, Katherine 1976	No resources were identified as a result of this investigation.
S-000886*	Humboldt Bay Wastewater Authority, Regional Water Pollution Control Board Facility, Archaeological Resource Analysis: Archaeological Reconnaissance of the Humboldt Bay Area	Benson, James R., David A. Fredrickson, and Karen C. McGrew 1977	Benson et al. identified fourteen resources as a result of their investigation. None are located within the current 0.5-mile record search study area.
S-001798	An Archaeological Investigation of the Eklund Ranch Major Subdivision, Phase One, McKinleyville, Humboldt County, California (Humboldt County Assessor's Parcel No. 509-231-08)	Bramlette, Allen G. 1979	No resources were identified as a result of this investigation.

Survey Number	Title	Author/ Date	Results
S-0418938*	Initial Cultural Resources Study for APN 508-351-040, Including the Old Kellerer House at 1245 School Road in McKinleyville, Humboldt County, California	Eidsness, Janet P. and Leslie Heald 2004	Eidsness and Heald's investigation identified one historic building (P-12-001515/ Old Kellerer House) immediately west of the project area and reported previously described isolated finds from the Kellerer parcel and surrounding area, including projectile points, formed tools, and two pestles; and two possible Chinese artifacts.
S-043100	New Tower ("NT") Submission Packet, FCC Form 620, MCSD, SF-20280A	Billat, Scott 2007	No resources were identified as a result of this investigation.
S-043193	An Archaeological Survey Report for the School Road – Fisher Avenue to Salmon Avenue Pedestrian Safety Improvement Project Located in McKinleyville, Humboldt County, California, RPSTPLE-5904(106)	Roscoe and Associates 2012	No resources were identified as a result of this investigation.
S-045329	A Cultural Resources Study of Proposed Improvements to the McKinleyville Wastewater Treatment System, McKinleyville, California	Roscoe, James and Susie Van Kirk 1993	Roscoe and Van Kirk noted but did not record a CCS debitage scatter, a CCS bifacial tool, and historic-era buildings and structures.

*Studies which directly intersect the current project area.

RA's records review at the NWIC also provided the authors with eight documents that focus on the regional ethnography and history of Humboldt County and the north coast region of California. These documents discuss broad patterns of human behavior and, in some cases, specific site locations; none discuss the current project area explicitly (Table 3).

Table 3. Regional Overview Documents

Study Number	Title	Author	Findings
S-000848	A Summary of Knowledge of the Central and Northern California Coastal Zone and Offshore areas, Volume II, Socio Economic Conditions. Chapters 6-8.	Winzler and Kelly 1977	This is an overview document that provides a context for the understanding and interpretation of the historic-era and archaeological sites recorded within California's 17 coastal and bay area counties which are the subject of a coastal zone environmental study. No specific site locations are discussed.
S-002458	Overview of Prehistoric Archaeological for the Northwest Region: California Archaeological Sites Survey	Northwest Regional Office 1981	None of the resources discussed are located within the vicinity of the current project.
S-007888	Early Cultures of the North Coast Ranges, California.	Fredrickson, David A 1973	None of the resources discussed are located within the vicinity of the current project.
S-008226	Status of Archaeological Resources in the Northern Region, California Department of Parks and Recreation	Parkman, E. Breck 1986	None of the resources discussed are located within the vicinity of the current project.
S-011185	Boundary Development in Northwestern California, an Ecological Approach to Culture History	Gmoser, Glenn 1988	No specific resource locations are discussed in this document.
S-015529	California, Oregon, and Washington Archaeological Resource Study	Gearhart II, Robert L. 1990	This six-volume report is the last in a series of similar baseline reports that identify and discuss areas where prehistoric and historic archaeological sites are likely to be preserved along the west coast of the Americas.
S-020395	Pecked Curvilinear Nucleations of the Coast Ranges of California: Religious Expression or the Result of Quarrying? A Thesis presented to the Graduate Faculty of California State University, Hayward	Gillete, Donna L. 1998	This graduate thesis discusses 86 concentrations of the Pecked Curvilinear Nucleation rock art style in the north and central coast ranges. None are located within the current study area.
S-030204	The Distribution and Antiquity of the California Pecked Curvilinear Nucleated (PCN) Rock Art Tradition.	Gillette, Donna L. 2003	This document discusses the distribution of Pecked Curvilinear Nucleation rock art, but does not discuss the project area specifically.

5.2 Correspondence with Native American Tribal Representatives

RA conducted correspondence with local tribal representatives as part of this investigation's background research effort. On September 15, 2021, RA sent written correspondence regarding this cultural resource investigation to the Native American Heritage Commission (NAHC) requesting a search of the Sacred Lands Inventory File. Roscoe and Associates also requested the current list of local Native American groups and individuals who may have interests and/or concerns about cultural resources in the project area. The NAHC has not yet responded as of this writing.

Roscoe and Associates sent letters to representatives of the Bear River Band of the Rohnerville Rancheria, Blue Lake Rancheria, Cher-ae Heights Indian Community of the Trinidad Rancheria and the Wiyot Tribe on September 5, 2021, to request information regarding tribal cultural resources within the project area.

On September 7, 2021, Janet Eidsness, Tribal Historic Preservation Officer (THPO) for the Blue Lake Rancheria, responded in an email. THPO Eidsness stated that she was unaware of any known resources in the project area and requested that that this report include protocols for inadvertent archaeological discovery (Section 6) and that she be notified of the survey results. On September 9, Ted Hernandez, THPO for the Wiyot Tribe, and Edwin Smith, Acting THPO/ Vice Chairperson for the Bear River Band of the Rohnerville Rancheria, also responded in an e-mail. THPO Hernandez and Acting THPO Smith concurred with THPO Eidsness on all points.

On September 9, 2021, James Roscoe and Kelly Hughes met with Bear River Band of the Rohnerville Rancheria's Chairperson and Acting THPO, Edwin Smith and Assistant THPO, Anna Cantor at the project location. Acting THPO Smith and Assistant THPO Cantor participated in the field survey of the project area. Following the field survey, Mr. Roscoe contacted Tribal representatives of the Blue Lake Rancheria and the Wiyot Tribe to discuss that the representatives of the Bear River Band of the Rohnerville Rancheria were present during the field survey ant that no artifacts, features, or sites were identified as a result of the survey efforts.

Records of this correspondence are presented in Appendix B.

5.3 Field Survey Methods and Results

On September 9, 2021, James Roscoe M.A., and Kelly Hughes B.A. conducted a pedestrian field survey of the entire project area (APN 508-242-043), accompanied by representatives of the Bear River Band of the Rohnerville Rancheria. Surveyors conducted parallel transects of the entire 3.0-acre project area spaced no more than 10 meters apart. The majority of the project area is very flat; the southern portion of the project area slopes gently (approximately 3◦) down toward School Road (Figure 12) and the eastern portion slopes more steeply (approximately 5◦) down toward Washington Avenue.

Vegetation is primarily moderately dense grasses and scattered conifer, eucalyptus, and fruit trees. A tree alignment is present at northern portion of the western border along the 1960s Kellerer property boundary (Figures 13, 14). The project area is moderately disturbed, and it appears that the ground surface has been previously graded. Several push piles are present throughout the western portion of the parcel (Figures 12, 13, 14). Soils within the project include gray, brown silty loam containing very few small, rounded gravels over orange clay. Surveyors encountered mineral soil within areas of sparse vegetation, within push piles, and within overturned soil mounds caused by ground dwelling rodents (Figure 15). Despite good survey conditions, no artifacts, features, or sites were identified.

Figure 12. Overview of project area showing border with the 1960s Kellerer property boundary, tree alignment, southerly slope, and push piles. View southwest, September 9, 2021. Note that the Kelerer House (P-12-001515) is no longer present.

Figure 13. Overview of project area showing grassy ground cover, tree alignment at 1960s Kellerer property boundary, push pile, and sparse conifer trees. View southwest, September 9, 2021.

Figure 14. Detail of project area showing degree of vegetal growth on push pile. View north, September 9, 2021.

Figure 15. Detail of project area showing typical ground cover and overturned soil mounds. Plan view, September 9, 2021.

The project area and the area covered by the pedestrian field survey are shown on the 7.5' USGS Arcata North, CA Quadrangle in Figure 2 (See Section 2).

6.0 CONCLUSIONS AND RECOMMENDATIONS

No historic properties or historical resources were identified within the project area during this investigation. Despite a thorough investigation, ground disturbing project activities always have the potential to inadvertently uncover subsurface archaeological material or human remains. In the event that materials or remains are unearthed, the following pages offer recommendations to ensure potential project impacts on inadvertently discovered resources are eliminated or reduced to less than significant levels.

Inadvertent Discovery of Archaeological Material

The following provides means of responding to the circumstance of a significant discovery during the cultural monitoring of the final implementation of the proposed agricultural development within the project parcel. If cultural materials for example: chipped or ground stone, historic debris, building foundations, or bone are discovered during ground-disturbance activities, work shall be stopped within 20 meters (66 feet) of the discovery, per the requirements of CEQA (Title 14 CCR 15064.5 (f)). MCSD representatives shall be immediately notified and work near the archaeological finds shall not resume until a professional archaeologist, who meets the Secretary of the Interior's Standards and Guidelines, has evaluated the materials and offered recommendations for further action.

Inadvertent Discovery of Human Remains

If human remains are discovered during project construction, work will stop at the discovery location, within 20 meters (66 feet), and any nearby area reasonably suspected to overlie adjacent to human remains (Public Resources Code, Section 7050.5). MCSD representatives shall be immediately notified. The Humboldt County coroner will be contacted to determine if the cause of death must be investigated. If the coroner determines that the remains are of Native American origin, it is necessary to comply with state laws relating to the disposition of Native American burials, which fall within the jurisdiction of the NAHC (Public Resources Code, Section 5097). The coroner will contact the NAHC. The descendants or most likely descendants of the deceased will be contacted, and work will not resume until they have made a recommendation to the landowner or the person responsible for the excavation work for means of treatment and disposition, with appropriate dignity, of the human remains and any associated grave goods, as provided in Public Resources Code, Section 5097.98.

7.0 PROFESSIONAL QUALIFICATIONS

The RA consultants who completed the investigation meet the Secretary of Interior's Professional Qualifications Standards for Archaeology (Title 36 Code of Federal Regulations Part 61, and 48 Federal Regulation 44716). James Roscoe, M.A., oversaw all aspects of the investigation. Kelly Hughes B.A. assisted Mr. Roscoe with the field survey and report preparation. Melinda Salisbury, B.A. performed the archival records search and assisted with report preparation. Some of the historical research for the area was previously conducted by Historian Jerry Rohde, M.A. and is summarized in the historic background section of this report.

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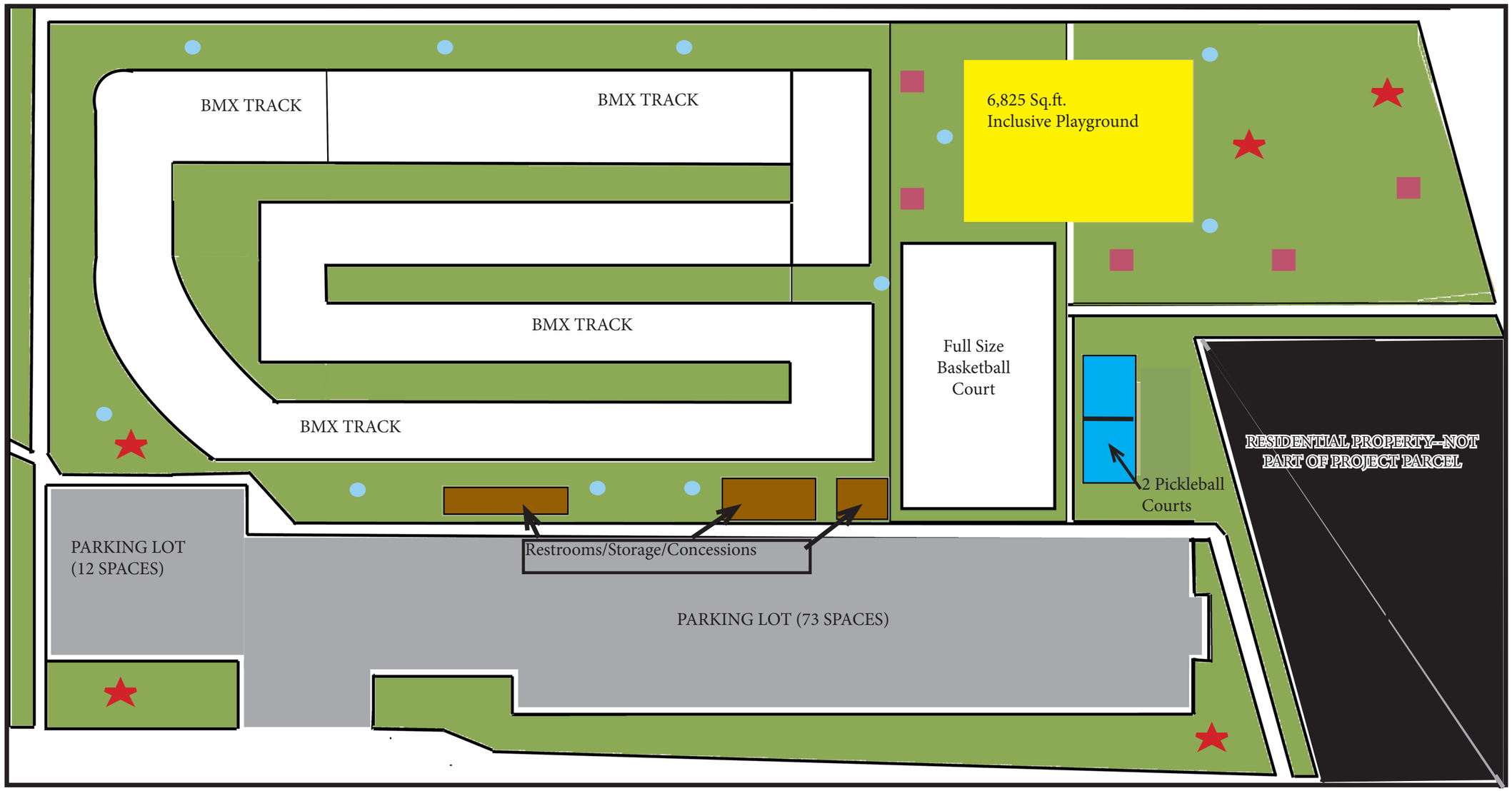
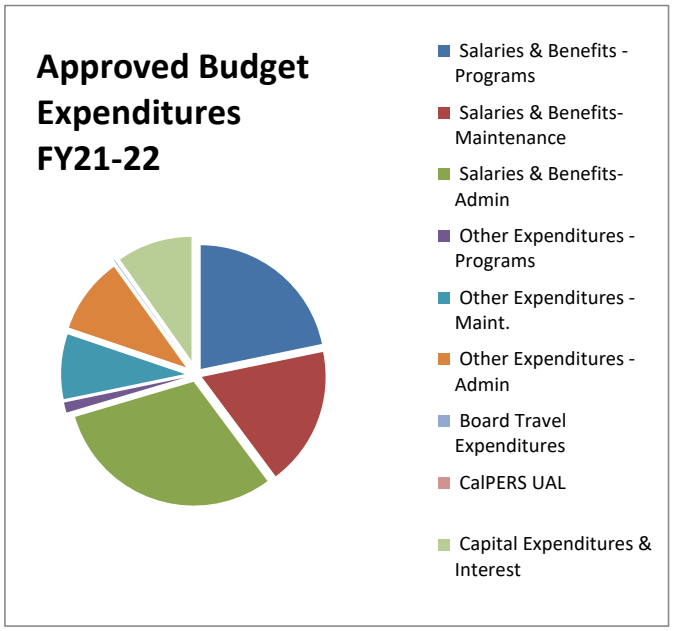
APPENDIX A
NWIC Record Search Results

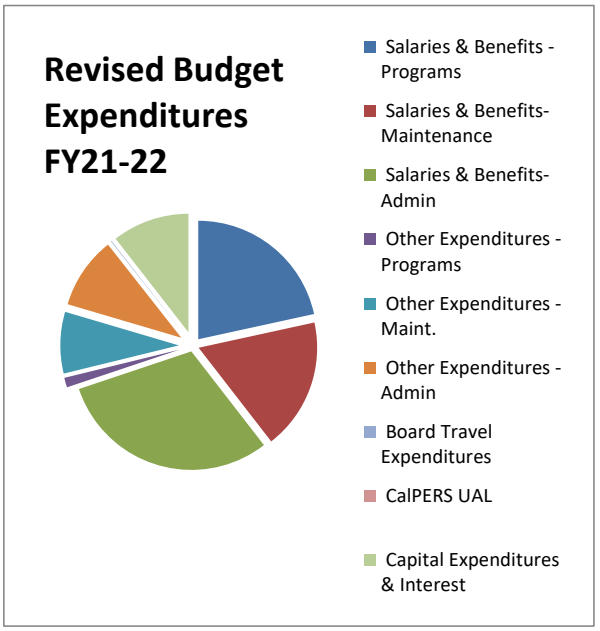


LEGEND:
- =Picnic Table
- =Safety Lighting
- =Art Installation

McKinleyville Community Services District
Parks/General Fund Operating Budget, Revision 01
FY 2021-22

Description	Parks/General Fund Approved Budget FY2021-22		Parks/General Fund Proposed Budget FY2021-22		Difference (Memorandum Only)	
Revenues						
Program Fees	242,280	19%	242,280	19%	-	0%
Facility Fees	49,150	4%	49,150	4%	-	0%
Property Taxes	664,824	53%	664,824	53%	-	0%
Open Space Fees	126,600	10%	126,600	10%	-	0%
Contributions & Other Program	1,650	0%	1,650	0.1%	-	0%
Other Revenue	25,712	2%	25,712	2%	-	0%
Quimby Fees/ Grants/Loans	105,000	8%	105,000	8%	-	0%
Interest Revenue	35,000	2.8%	35,000	2.8%	-	0%
Total Revenues	**1,250,216**	**100%**	**1,250,216**	**100%**	**-**	0.0%
Expenditures						
Salaries & Benefits - Programs	270,708	22%	270,708	22%	-	0%
Salaries & Benefits- Maintenance	224,907	18%	224,907	18%	-	0%
Salaries & Benefits- Admin	380,740	31%	380,740	30%	-	0%
Other Expenditures - Programs	16,550	1%	16,550	1%	-	0%
Other Expenditures - Maint.	105,245	8%	105,245	8.4%	-	0%
Other Expenditures - Admin	123,225	10%	123,225	9.8%	-	0%
Board Travel Expenditures	1,100	0.1%	1,100	0.1%	-	0%
CalPERS UAL	-	0%	-	0.0%	-	0%
Capital Expenditures & Interest	122,000	10%	132,000	11%	10,000	0.7%
Total Expenditures	**1,244,476**	**100%**	**1,254,476**	**100%**	**10,000**	0.8%
Excess (Deficit)	**5,740**		**(4,260)**			





Budget Modification 01, Attachment 5

McKinleyville Community Services District

General Fund (Parks & Recreation) Capital Improvement Project Budget

For the Fiscal Years Ending June 30, 2022 - 2031

(All numbers in $000s)	1	2	3	4	5	6	7	8	9	10
	June 30, 2022	June 30, 2023	June 30, 2024	June 30, 2025	June 30, 2026	June 30, 2027	June 30, 2028	June 30, 2029	June 30, 2030	June 30, 2031
1. Hiller Park & Sports Complex Projects										
Totals:	0	50	0	25	0	0	13	5	0	0
2. Pierson Park Projects										
Totals:	8	125	0	12	0	0	0	0	0	0
3. Azalea Hall Projects										
Totals:	6	118	36	66	6	11	6	21	31	0
4. McKinleyville Activity Center Projects										
Totals:	85	47	10	70	26	0	0	0	0	0
5. Other Park Projects & Equipment										
Totals:	8	24	11	0	11	0	12	0	12	18
6. Law Enforcement Facility Projects										
Totals:	0	6	0	5	10	0	21	0	0	0

Budget Modification 01, Attachment 5

McKinleyville Community Services District

General Fund (Parks & Recreation) Capital Improvement Project Budget

For the Fiscal Years Ending June 30, 2022 - 2031

(All numbers in $000s)	1	2	3	4	5	6	7	8	9	10
	June 30, 2022	June 30, 2023	June 30, 2024	June 30, 2025	June 30, 2026	June 30, 2027	June 30, 2028	June 30, 2029	June 30, 2030	June 30, 2031
7. McKinleyville Library Projects										
Totals:	10	6	0	6	20	21	0	0	0	0
8. Teen & Community Center										
Totals:	0	5	5	0	20	0	5	0	0	0
9. Projects Contingent Upon Grant Funding										
Totals:	5	0	0	0	0	10	0	0	0	0
10. Projects Funded by Quimby & Other Funds										
Skate Park/ Washington property proj Totals:	510	400	225	0	0	0	0	0	0	0
Total Planned Capital Expenditures	632	781	287	184	93	42	57	26	43	18

McKinleyville Community Services District

BOARD OF DIRECTORS

October 6, 2021 TYPE OF ITEM: **ACTION**

ITEM: E.7 **Consider Approval of Resolution 2021-23 Initiation of Central Ave OSMZ and Notice of Public Hearing for Central Avenue Open Space Management Zone**

PRESENTED BY: **Patrick Kaspari, General Manager**

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

Staff recommends that the Board participate in the presentation of information, review the information provided and then consider adopting Resolution 2021-23, **Attachment 1** initiating the reformation of the Central Avenue Open Space Management Zone #6.

Discussion:

The Central Avenue Open Space Zone (Zone #6) is located within the Humboldt County Central Avenue Right of Way which extends 50-feet to the east and west of the Central Avenue center line. The landscape areas are 11-feet wide on the west side and 20-feet wide along the eastern side. The eastern side of Central Avenue Open Space Zone also contains a 5-foot-wide bridle

trail in addition to the sidewalk and landscape areas, while the western side contains a sidewalk and landscape areas.

Zone History

McKinleyville Community Services District formed the Central Avenue Open Space Zone #6 in June of 1997. The zone extends from Anna Sparks Way at the Ray's shopping center on the south end of Central Avenue to the intersection of Central Avenue and Bates Road to the North.

The zone was established in 1997 with a five-year "sunset clause" and, in accordance with Proposition 218, was reformed on July 1, 2000. At the time an independent contractor was retained to perform landscape maintenance work along the zone at a total cost of $1,020/month or $0.15 per linear foot of frontage. No fees were increased in 2000 and 8.5hrs/week of maintenance was performed by the contractor on the Zone.

In January 2005, the zone was again reformed, and, with the addition of a new maintenance person, MCSD took over all maintenance for the Zone. The total maintenance fee was calculated to be $1,350 per month and 10hrs/week of maintenance was performed by District Staff.

In 2010, the zone was again reformed. New assessment costs included banners and insurance cost increases. Zone maintenance fees increased to a total of $2,202 per month.

In 2016, the zone was again reformed and reassessed. During this assessment the method for assessing fees for each individual parcel was revised to account for “maintenance area” opposed to “linear frontage”. Another consideration was the District’s successful negotiation with Humboldt County Public Works for contributed maintenance labor and $10,000 per year in cost sharing. This reassessment increased fees collected by MCSD to a total of $2,400 per month.

In 2021, the assessment methodology remained consistent with the 2016 methods. Zone maintenance fees to be collected by MCSD increased to a total of $3,061.63 per month.

The estimated cost of maintenance includes weeding, hedge and tree pruning, new plantings, mulching and bridle trail maintenance as well as bookkeeping and billing fees.

Assessment

In previous years (1997- 2010), the Central Avenue open space fees were assessed by calculating how many linear feet of each parcel fronted Central Avenue, minus driveways and entry points. This method was applied to all parcels within the zone. This method was modified for the 2016 reassessment due to General and Special Benefit considerations.

Since 2016, the method for assessing fees was changed to an area-based calculation to account for the difference in open space width along the eastern and western sides of Central Avenue. The total assessable square footage of maintenance area was calculated by multiplying the total assessment frontage, by the zone depth, minus area for driveways, entry points and sidewalks.

The Central Avenue Open Space Zone totals approximately 126,300 square feet of area, including both east and west sides of Central Avenue. Of the total area, 39,452-square feet are non-assessable sidewalks and driveways, resulting in an assessable area of approximately 86,874-square feet. The zone is comprised of 75 assessor’s parcels with 93 customers on these parcels.

Reformation via Proposition 218

The current Central Avenue Open Space Zone requires reauthorization every five years. In November 1996, California voters passed Proposition 218, the “Right to Vote on Taxes Act”. This constitutional amendment protects taxpayers by limiting the methods by which local governments can create or increase taxes, fees and charges without taxpayer consent. The Proposition 218 process requires voter approval prior to imposition or increase of general taxes, assessments, and certain user fees and is not a protest voting process.

Proposition 218 requires that an assessment be supported by a detailed engineer’s report quantifying the benefit obtained by each parcel. The District prepared an Engineer’s Report detailing this assessment in 2016 and updated the Engineer’s Report for this year based on changed conditions and increased costs. The detailed Engineer’s Report is included as **Attachment 2**. The detailed

costs per customer are included in the Engineer's Report but also as **Attachment 3**.

Prop. 218 also requires, prior to implementing an assessment, the agency must hold a Public Hearing, mail advance notice of the Public Hearing to the owner of each parcel and conduct a ballot protest proceeding. The Notice of Public Hearing (**Attachment 5**) will be mailed along with the Engineer's Report and ballots (**Attachment 4**) to the affected customers in the zone after Board approval.

The Public Hearing must be held not less than 45-days after the Notice has been mailed and has been scheduled for the general Board Meeting to be held on **December 1, 2021.** Public input will be gathered at that meeting prior to the reformation of the zone. The votes will be tallied, and the Board will have the option to consider reforming the zone after the closing of the Public Hearing.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

As detailed in the Engineers Report (Attachment 2)

Environmental Requirements:

Not applicable

Exhibits/Attachments:

Attachment 1 – Resolution 2021-23 Initiation of Central Ave OSMZ
Attachment 2 – Central Ave OSMZ #6 Engineers Report 2021
Attachment 3 – Central Ave OSMZ Cost Estimate Breakdown Sheet
Attachment 4 – Draft Central Ave OSMZ Ballot
Attachment 5 – Draft Central Ave OSMZ Notice
Attachment 6 – Central Ave OSMZ Power Point Presentation

RESOLUTION 2021-23

**A RESOLUTION OF
THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT
INITIATING PROCEEDINGS TO
LEVY ASSESSMENTS IN CONNECTION WITH
CENTRAL AVENUE OPEN SPACE MAINTENANCE ZONE # 6**

Whereas, In connection with the District's Central Avenue Open Space Maintenance Zone # 6 (the "Zone"), the District funds the maintenance of landscaping improvements on the frontage on Central Avenue through the levy of an assessment (the Assessment) that is collected on the District's water bill; and

Whereas, the District's practice has been to renew the Assessment every five years; and

Whereas, the District's existing authorization to levy the Assessment has sunset; and

Whereas, the District Board desires to initiate proceedings to renew the assessment for an additional five years, and

Whereas, an Engineer's Report for the Assessment has been filed with the District Board and is on file and available for public inspection in the District's offices (the Engineer's Report).

NOW, THEREFORE BE IT RESOLVED that the Board

1. Approves the Engineer's Report and makes reference to the Engineer's Report for a complete description of the boundaries of the Zone, of the nature of the Improvements, and of the amount of the proposed assessment against parcels in the Zone;
2. Sets December 1, 2021, 7:00 pm at Azalea Hall, McKinleyville, CA as the time and place for a public hearing on the proposed assessment and the formation of the Zone (the Public Hearing);
3. Directs that Notice of the Public Hearing be mailed to the billing address, as shown on the District's records, of each person directly responsible for the payment of the Assessment. Such notice shall include an assessment ballot.
4. In the event the number of ballots returned (and not withdrawn) in opposition to the increased assessment exceeds the number of ballots returned (and not withdrawn) in support of the increased assessment, the rate of the assessment will not be increased. For purposes of this determination, ballots will be weighted based on the proportionate financial obligation of the parcel for which they are cast.
5. The District is conducting an assessment ballot proceeding in order to encourage public participation in the proceedings to levy the assessment. The fact that the District is conducting these proceedings should not be

construed as an admission by the District that the District is required by law to conduct such proceedings. The District notes that in addition to its authority to levy a benefit assessment, the District also has the authority to charge a fee to cover the cost of any service which the district provides.

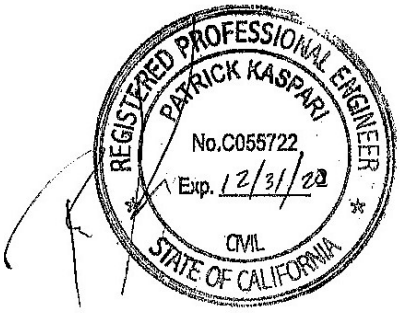
PASSED AND **ADOPTED** at the duly called meeting of the Board of Directors of the McKinleyville Community Services District on the ____ day of _____, 2021 by the following polled vote:

AYES:
NOES:
ABSENT:
ATTEST:

_____
Dennis Mayo, Board President

_____
April Sousa, MMC, Board Secretary

Central Avenue
Open Space Maintenance Zone #6
Engineers Report



Prepared By: MCSD Staff

September 2021

McKinleyville Community Services District

1656 Sutter Rd.

McKinleyville, CA 95519

Ph: (707) 839-3251

ENGINEERS REPORT

CENTRAL AVENUE OPEN SPACE MAINTENANCE ZONE #6

Introduction

The purpose of this report is to outline the basis of assessments for the Central Avenue Open Space Maintenance Zone (Open Space Zone #6) in McKinleyville California. This maintenance zone provides for landscaping along portions of Central Avenue, and for the maintenance of the bridal trail. The funding is billed by McKinleyville Community Services District (MCSD) as a surcharge on the monthly water bill that customers within the zone pay.

Description of the Zone

The Central Avenue Open Space Zone includes existing landscape strips on both sides of Central Avenue generally from the area of School Road to just north of Railroad Avenue. The landscape strips along the western portion are 11 feet deep from the face of the curb and include a sidewalk and planting beds with small shrubs and trees. The landscape strips along the eastern portion are 20 feet deep from the face of the curb and include planting beds with small shrubs and trees, a sidewalk, and a bridal trail. These landscape strips are owned by the property owners where MCSD and Humboldt County have an easement for maintenance of the strip.

Maintenance Activities

Maintenance activities for the open space zone shall include, weeding, pruning, hedging, planting, mulching, tree trimming, and bridal trail maintenance. Currently MCSD is performing the maintenance work with financial assistance from Humboldt County and labor support from the Sheriff's Working Alternative Program (SWAP) and Northern Humboldt Employment Services.

Cost Estimate

The cost estimate details the current estimated costs and expenses for maintenance of the zone. Costs of maintaining the landscaped frontage are allocated to each parcel based on the area of the landscaped frontage that fronts each parcel. Each assessed parcel is allocated an equal share of the cost of bridal trail maintenance.

Total Annual Cost of Landscape maintenance [(1)]	$48,599
Total Annual Cost for Bridal Trail maintenance [(1)]	$ 3,099
Plus 12% Insurance, Contract Fees, and Bookkeeping	$ 6,374
Less Annual County Subsidy	($10,000)
Less Credit for SWAP Crew	($11,000)
TOTAL Annual Costs Charged	**$37,072**

(1) *Annual Costs for Landscape and Bridal Trail maintenance are based on a review of the actual maintenance costs since 2015 with a Consumer Price Index addition to account for inflation.*

The cost estimate is a determination of the cost of the special benefit to each parcel within the zone from the maintenance of the landscaping shown on the site plan (Exhibit A). Landscape maintenance specially benefits the parcels fronting Central Avenue because the landscaping serves as an attractive "front yard" for the parcel.

There is no general benefit from the landscaping because each square foot of landscaping is associated with a specific parcel (or group of parcels) that is assessed for the maintenance costs.

The total assessment per lot per month is estimated in 2021 dollars. This monthly assessment (aside from the fifty-cent administrative fee) may be adjusted annually, beginning February 2022, to reflect the change in prices as set forth in the California Department of Finance's "Price and Population" calculation. However, in no event will the assessment per lot be increased higher than the upcoming year's total expected cost of maintenance, insurance, administrative and inspection, and plant replacement divided by the number of parcels subject to the assessment.

The assessment will be collected on the water/sewer bill and administered pursuant to Regulation 73 of the District.

Definitions and References for the Central Avenue OSMZ#6 Spreadsheet (Exhibit B)

Column# Description

1. **Assessed Frontage Length**: This equals the parcel frontage along Central Avenue minus driveways and entry points. Parcel Frontage was derived from Humboldt County Assessor maps. Driveway frontage was derived using aerial imagery and field verification.

2. **Side:** Describes which side of Central Avenue the parcel is on, either East or West side.

3. **Frontage Depth**: The land between the face of curb and the Central Avenue Right of way defines the borders of the maintenance zone. On the East side of Central Avenue the Right of Way extends 20 feet beyond the face of curb. On the West side of the Central Avenue Right of Way extends 11 feet beyond the face of curb.

4. **Total Frontage Area:** The Frontage Depth multiplied by the Assessed Frontage Length.

5. **Sidewalk Depth:** Sidewalks are 5ft wide.

6. **Sidewalk Area:** The Sidewalk Depth multiplied by the Assessed Frontage Length.

7. **Assessed Square Footage:** The Total Frontage Area less the Sidewalk Area, which is the landscape area to be paid by each parcel.

8. **Proposed Base Cost per Month:** Equals, Assessed Square Footage multiplied by the maintenance cost of $.05/square foot per month.

9. **Overhead for Insurance:** The Proposed Base Cost listed in column 8 is multiplied by 2% for insurance costs.

10. **10% Overhead Contract Fee:** The Proposed Base Cost listed in column 8 is multiplied by 10% for Overhead and Contract Fees.

11. **$.50 Cost for Bookkeeping:** A lump sum of $.50 per month added to each account for bookkeeping
cost.

12. **Cost for Trail Re-Surfacing:** The cost of re-surfacing and maintaining the gravel Bridal Trail. Re-surfacing will occur every five years.

Trail Distance	4000ft	Gravel @ $55/Yard	$10,175.00
Trail Width	5ft	Labor = 96hrs @ $45/hr	$4,320.00
Trail Depth	0.25ft	Equipment	$600.00
Volume Cubic Ft	5000 Cubic Ft	Roller Rental	$400.00
Yards of Gravel	185 yards	**Total Cost (5yr)**	**$15,495.00**
		Cost/Year	$3,099.00
		Cost/Month	$258.25
		Number of Customers	93
		Customer Cost/Month	**$2.72**

13. **$10,000 County Subsidy:** The County of Humboldt has agreed to subsidize MCSD $10,000 annually for maintenance of the zone. Thus, the monthly subsidy per customer equals: (column 16 individual Gross Cost Per Cust. Per Month) x [($10000/12)*(total gross cost/mo.)]

14. **Credit for SWAP Crew**: MCSD receives workers from the Sheriffs Work Alternative Program (SWAP) this labor comes to the District at a discounted cost. The value of this benefit is estimated at $11,000/year. Thus, this monthly subsidy per customer equals:

(column 16 individual Gross Cost Per Cust. Per Month) x [($11000/12)*(total gross cost/mo.)]

15. **Total Credits:** The total amount credited back to the customer, equal to the sum of column 13 and 14 credits

16. **Gross Cost per Cust. per Month:** The amount customers would pay per month without any credits or subsidies, equal the sum of columns 8 through 12.

17. **Net Cost per Cust. per Month**: The amount customers pay per month, including all fees, subsidies and credits.

Exhibit A Site Plan

Central Ave. Landscape Area

Central Ave Landscape Maintenance Area

OSMZ #6

1 inch = 600 feet

Exhibit B
Cost Estimate Spreadsheet

Central Avenue Landscape Zone OSMZ #6 2021 Reformation

Rev 8/20/2021

93 Total Customers

						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
						Assessed Frontage		Frontage	Total Frontage	Sidewalk	Sidewalk	Landscape Area: Assessed	$0.05 Base Cost	2% Overhead for	10% Overhead	$0.50 Cost for	Cost for Trail	10000/yr County	$11000/yr Credit for	Total	Proposed Gross	Proposed Net
APN	Customer or Business Name	East or West Central	Address	MCSD Cust #	RTE/SRVC	Length$_b$	Side$_2$	Depth$_b$	Area (s.f.)$_k$	Depth$_b$	Area (s.f.)$_k$	Square Footage$_2$	per s.f. per Month$_k$	Insurance$_k$	Contract Fee$_{20}$	Bookeeping$_{20}$	Re-Surfacing$_{22}$	Subsidy$_{13}$	SWAP Crew$_{14}$	Credits$_{20}$	Cost per Cust per Month$_{16}$	Cost per Cust per Month$_{16}$
50824212	American Hospital Management	West	1680 Central	AME0012	020/0502	107	West	11	1177	5	535	642	$32.10	$0.64	$3.21	$0.50	$2.72	$6.78	$7.46	$14.25	$39.17	$24.93
50824215	ANDERSON, GREG	West	1660 Central	AND0084	005/0430	90	West	11	990	5	450	540	$27.00	$0.54	$2.70	$0.50	$2.72	$5.79	$6.37	$12.17	$33.46	$21.29
50824223	LNR Holdings	West	1600 Central	WAT0017	020/0503	109	West	11	1199	5	545	654	$32.70	$0.65	$3.27	$0.50	$2.72	$6.90	$7.59	$14.49	$39.84	$25.35
50824224	CVS	West	1720 Central	CVS0004	005/0400	229	West	11	2519	5	1145	1374	$68.70	$1.37	$6.87	$0.50	$2.72	$13.88	$15.27	$29.16	$80.16	$51.01
50824225	Humboldt Petrolium (Shell Gas station)	West	1606 Central	HUM0004	006/0010	89	West	11	979	5	445	534	$26.70	$0.53	$2.67	$0.50	$2.72	$5.74	$6.31	$12.05	$33.12	$21.08
50824229	Chamber of Commerce / Tri counties bank	West	1640 Central	TRI0027	005/0435	241	West	11	2651	5	1205	1446	$72.30	$1.45	$7.23	$0.50	$2.72	$14.58	$16.04	$30.62	$84.20	$53.57
50824239	Miller Farms Parcel 2 (south one along nursery wy)	West	1595 Nursery	MIL0011	005/0332	146	West	11	1606	5	730	876	$43.80	$0.88	$4.38	$0.50	$2.72	$9.05	$9.96	$19.01	$52.28	$33.26
50825105	D. R. Miller Family LLC	West	1836 Central	MIL0018	005/0357	68	West	11	748	5	340	408	$20.40	$0.41	$2.04	$0.50	$2.72	$4.51	$4.97	$9.48	$26.07	$16.59
50825108	Coast Central Credit Union	West	1968 Central	COA0002	005/0290	200	West	11	2200	5	1000	1200	$60.00	$1.20	$6.00	$0.50	$2.72	$12.20	$13.42	$25.61	$70.42	$44.81
50825123	Joyful Healer / Karate dojo	West	1944 Central	CHU0009	005/0300	63	West	11	693	5	315	378	$18.90	$0.38	$1.89	$0.50	$2.72	$4.22	$4.65	$8.87	$24.39	$15.52
50825125	Murphy's Pizza Office	West	1940 Central	MUR0010	005/0305	13	West	11	143	5	65	78	$3.90	$0.08	$0.39	$0.50	$2.72	$1.31	$1.45	$2.76	$7.59	$4.83
50825126	Becci Matson	West	1936 Central	MAT0063	005/0306	13	West	11	143	5	65	78	$3.90	$0.08	$0.39	$0.50	$2.72	$1.31	$1.45	$2.76	$7.59	$4.83
50825127	Northern CA Safety Consortium	West	1932 Central	NOR0034	005/0307	13	West	11	143	5	65	78	$3.90	$0.08	$0.39	$0.50	$2.72	$1.31	$1.45	$2.76	$7.59	$4.83
50825128	Paul Trapanier (McK Office Supply)	West	1928 Central	TRE0006	005/0308	13	West	11	143	5	65	78	$3.90	$0.08	$0.39	$0.50	$2.72	$1.31	$1.45	$2.76	$7.59	$4.83
50825134	Burger King	West	1645 Heartwood	BUR0092	005/0313	187	West	11	2057	5	935	1122	$56.10	$1.12	$5.61	$0.50	$2.72	$11.44	$12.58	$24.02	$66.05	$42.03
50825135	Starbucks	West	1924 Central	STA0052	005/0310	119	West	11	1309	5	595	714	$35.70	$0.71	$3.57	$0.50	$2.72	$7.48	$8.23	$15.71	$43.20	$27.49
50825145	Miller Farms (Cottage Realty / Humboldt Human Resources)	West	1834 Central	MIL0008	005/0359	75	West	11	825	5	375	450	$22.50	$0.45	$2.25	$0.50	$2.72	$4.92	$5.41	$10.34	$28.42	$18.08
50825150	Miller Farm	West	1828 Central	MIL0009	005/0360	178	West	11	1958	5	890	1068	$53.40	$1.07	$5.34	$0.50	$2.72	$10.92	$12.01	$22.92	$63.03	$40.10
50825159	Opies Fine Cars	West	1900 Central	OPI0001	005/0354	179	West	11	1969	5	895	1074	$53.70	$1.07	$5.37	$0.50	$2.72	$10.97	$12.07	$23.05	$63.36	$40.32
50918158	Grocery Outlet	East	1581 Central	GRO0046		176	East	11	1936	5	880	1056	$52.80	$1.06	$5.28	$0.50	$2.72	$10.80	$11.88	$22.68	$62.36	$39.68
50918160	Auto Zone	East	1585 Central	AUT0001		85	East	11	935	5	425	510	$25.50	$0.51	$2.55	$0.50	$2.72	$5.50	$6.05	$11.56	$31.78	$20.22
50919116	Central Station	East	1631 Central	CEN0002	005/2180	97	East	20	1940	5	485	1455	$72.75	$1.46	$7.28	$0.50	$2.72	$14.67	$16.14	$30.81	$84.70	$53.89
50919107	Mary Keehn	East	1607 Central	KEE0013	005/2170	79	East	20	1580	5	395	1185	$59.25	$1.19	$5.93	$0.50	$2.72	$12.05	$13.26	$25.31	$69.58	$44.27
50919122	Sydriel LP	East	1699 Central				East						$0.00					$0.00				
50919127	CSK Auto Kragen #1428 C/O Oriely Auto Parts	East	1605 Central	CSK0001	005/2165	74	East	20	1480	5	370	1110	$55.50	$1.11	$5.55	$0.50	$2.72	$11.32	$12.46	$23.78	$65.38	$41.60
50919155	Redwood Oil Co.	East	1697 Central	RED0029	005/2190	172	East	20	3440	5	860	2580	$129.00	$2.58	$12.90	$0.50	$2.72	$25.58	$28.14	$53.72	$147.70	$93.98
50922144	Carmellas	East	1701 Central	CAR0090	004/0830	103	East	20	2060	5	515	1545	$77.25	$1.55	$7.73	$0.50	$2.72	$15.54	$17.10	$32.64	$89.74	$57.10
50922147	NORTH COAST NATUROPATHIC	East	1727 Central	NOR0072	002/0030	20.5	East	20	410	5	103	308	$15.38	$0.31	$1.54	$0.50	$2.72	$3.54	$3.89	$7.43	$20.44	$13.01
50922148	VACANT	East				20.5	East	20	410	5	103	308	$15.38		$1.54		$2.72	$0.00				
50922149	CVS	East	1711 Central	CVS0001	002/0010	20.5	East	20	410	5	103	308	$15.38	$0.31	$1.54	$0.50	$2.72	$3.54	$3.89	$7.43	$20.44	$13.01
50922150	Mad River Hospital	East	1733 Central	MAD0001	002/0060	20.5	East	20	410	5	103	308	$15.38	$0.31	$1.54	$0.50	$2.72	$3.54	$3.89	$7.43	$20.44	$13.01
50922151	Mad River Hospital	East	1735 Central	MAD0004	002/0050	20.5	East	20	410	5	103	308	$15.38	$0.31	$1.54	$0.50	$2.72	$3.54	$3.89	$7.43	$20.44	$13.01
50922152	Gregory Mellon D.D.S.	East	1737 Central	MEL0001	002/0040	20.5	East	20	410	5	103	308	$15.38	$0.31	$1.54	$0.50	$2.72	$3.54	$3.89	$7.43	$20.44	$13.01
50922153	Luzmilla's	East	1751 Central	LUZ0001	002/0067	145	East	20	2900	5	725	2175	$108.75	$2.18	$10.88	$0.50	$2.72	$21.65	$23.82	$45.47	$125.02	$79.55
50922158	BMW of Humboldt	East	1795 Central	BMW0001	002/0085	113	East	20	2260	5	565	1695	$84.75	$1.70	$8.48	$0.50	$2.72	$17.00	$18.70	$35.69	$98.14	$62.45
50922162	BMW of Humboldt	East	1781 Central	BMW0001	002/0077	62	East	20	1240	5	310	930	$46.50	$0.93	$4.65	$0.50	$2.72	$9.58	$10.54	$20.11	$55.30	$35.19
50923218	Mickeys Car Dealership	East	1901 Central	MIC0002	002/0890	216	East	20	4320	5	1080	3240	$162.00	$3.24	$16.20	$0.50	$2.72	$31.98	$35.18	$67.16	$184.66	$117.50
50923301	LDS Church Heartwood/Central Ave.	East	1660 Heartwood	LDS0002	002/0116	330	East	20	6600	5	1650	4950	$247.50	$4.95	$24.75	$0.50	$2.72	$48.57	$53.42	$101.99	$280.42	$178.43
50923302	J.A. Southerland DBA Taco Bell	East	1811 Central	LAS0002	002/0110	55	East	20	1100	5	275	825	$41.25	$0.83	$4.13	$0.50	$2.72	$8.56	$9.42	$17.97	$49.42	$31.45
50923305	Mark Rynearson	East	1803 Central	RYN0003	002/0090	21	East	20	420	5	105	315	$15.75	$0.32	$1.58	$0.50	$2.72	$3.61	$3.97	$7.59	$20.86	$13.27
50923306	Forbes and Associates	East	1807 Central	FOR0001	002/0100	21	East	20	420	5	105	315	$15.75	$0.32	$1.58	$0.50	$2.72	$3.61	$3.97	$7.59	$20.86	$13.27
50926128	Roettger, Timothy	East	1955 Central	CEN0007	002/2180	100	East	20	2000	5	500	1500	$75.00	$1.50	$7.50	$0.50	$2.72	$15.11	$16.62	$31.72	$87.22	$55.50
50926129a	Trinity Ballet	East	1981 Central	MAC0056	002/2235	30	East	20	600	5	150	450	$22.50	$0.45	$2.25	$0.50	$2.72	$4.92	$5.41	$10.34	$28.42	$18.08
50926129b	Wright Management Services	East	1965 Central	WRI0070	002/2190	30	East	20	600	5	150	450	$22.50	$0.45	$2.25	$0.50	$2.72	$4.92	$5.41	$10.34	$28.42	$18.08
50926129c	Stacy Scheffler	East	1969 Central	SCH0148	002/2200	30	East	20	600	5	150	450	$22.50	$0.45	$2.25	$0.50	$2.72	$4.92	$5.41	$10.34	$28.42	$18.08
50926129d	Edward Jones Co .	East	1973 Central	EDW0014	002/2220	30	East	20	600	5	150	450	$22.50	$0.45	$2.25	$0.50	$2.72	$4.92	$5.41	$10.34	$28.42	$18.08
50926129e	Lenore and Randy Meyers	East	1985 Central	MYE0030	002/2240	30	East	20	600	5	150	450	$22.50	$0.45	$2.25	$0.50	$2.72	$4.92	$5.41	$10.34	$28.42	$18.08
50926129f	Little Ceasars	East	1977 Central	LIT0022	002/2230	30	East	20	600	5	150	450	$22.50	$0.45	$2.25	$0.50	$2.72	$4.92	$5.41	$10.34	$28.42	$18.08
50926201	HODGE PROPERTY LLC,	East	1933 Central	HOD0012	002/0904	100	East	20	2000	5	500	1500	$75.00	$1.50	$7.50	$0.50	$2.72	$15.11	$16.62	$31.72	$87.22	$55.50
51012205	Les Schwab Tires	West	2210 Central	LES0009	013/1436	167	West	11	1837	5	835	1002	$50.10	$1.00	$5.01	$0.50	$2.72	$10.28	$11.30	$21.58	$59.33	$37.75
51012236	Dennis McDonald	West	2260 Central	MCD0028	011/1652	132	West	11	1452	5	660	792	$39.60	$0.79	$3.96	$0.50	$2.72	$8.24	$9.06	$17.30	$47.57	$30.27
51013207	L&A Enterprise (Vacant lot NW corner pickett & central)	West	2160 Central	LAE0008	020/0517	95	West	11	1045	5	475	570	$28.50	$0.57	$2.85	$0.50	$2.72	$6.09	$6.69	$12.78	$35.14	$22.36
51013215	The Look Clothing and salon	West	2196 Central	THE0018	013/1438	65	West	11	715	5	325	390	$19.50	$0.39	$1.95	$0.50	$2.72	$4.34	$4.77	$9.11	$25.06	$15.95
51013231	Piersons City Center L&A enterprises	West	City Center	LAE0001	005/0170	675	West	11	7425	5	3375	4050	$202.50	$4.05	$20.25	$0.50	$2.72	$39.84	$43.82	$83.66	$230.02	$146.36
51013232	St Joseph Hospital	West	2192 Central	STJ0005	013/1439	50	West	11	550	5	250	300	$15.00	$0.30	$1.50	$0.50	$2.72	$3.47	$3.81	$7.28	$20.02	$12.74
51013306	Big Oil &Tire	West	1980 Central	BIG0006	005/0280	70	West	11	770	5	350	420	$21.00	$0.42	$2.10	$0.50	$2.72	$4.63	$5.09	$9.73	$26.74	$17.01
51034117	Eureka Natural Foods	East	2165 Central	MCK0130	013/0020	230	East	20	4600	5	1150	3450	$172.50	$3.45	$17.25	$0.50	$2.72	$34.02	$37.42	$71.44	$196.42	$124.98
51034141	The Club	East	2197 Central	THE0030	013/0030	75	East	20	1500	5	375	1125	$56.25	$1.13	$5.63	$0.50	$2.72	$11.47	$12.62	$24.08	$66.22	$42.14
51034132	Mck Middle School	East	2285 Central	MCK0015	013/0050	392	East	20	7840	5	1960	5880	$294.00	$5.88	$29.40	$0.50	$2.72	$57.59	$63.34	$120.93	$332.50	$211.57
51034142	McKinleyville Trailer Park	East	2331 Central	MCK0017	013/0110	156	East	20	3120	5	780	2340	$117.00	$2.34	$11.70	$0.50	$2.72	$23.25	$25.58	$48.83	$134.26	$85.43
51034143	Vern McGaughy	East	2375 Central	MCG0023	013/0114	290	East	20	5800	5	1450	4350	$217.50	$4.35	$21.75	$0.50	$2.72	$42.75	$47.02	$89.77	$246.82	$157.05
51040103	MACC VET INC,	East	2151 Central	MAC0081	012/1575	114	East	20	2280	5	570	1710	$85.50	$1.71	$8.55	$0.50	$2.72	$17.14	$18.86	$36.00	$98.98	$62.98
51040128	Arcata Fire Protection Dist.	East	2149 Central	ARC0002	013/0010	69	East	20	1380	5	345	1035	$51.75	$1.04	$5.18	$0.50	$2.72	$10.60	$11.66	$22.25	$61.18	$38.93
51040106	Niveens	East	2145 Central	NIV0004	012/0010	114	East	20	2280	5	570	1710	$85.50	$1.71	$8.55	$0.50	$2.72	$17.14	$18.86	$36.00	$98.98	$62.98
51040111	Umpqua bank	East	2095 Central	UMP0001	012/1750	88	East	20	1760	5	440	1320	$66.00	$1.32	$6.60	$0.50	$2.72	$13.36	$14.70	$28.06	$77.14	$49.08
51041116	Round Table Developmant Corp.	East	2023 Central	ROU0014	002/2310	71	East	20	1420	5	355	1065	$53.25	$1.07	$5.33	$0.50	$2.72	$10.89	$11.98	$22.86	$62.86	$40.00
51041131	George Berry	East	2019 Central	BER0032	002/9979	68	East	20	1360	5	340	1020	$51.00	$1.02	$5.10	$0.50	$2.72	$10.45	$11.50	$21.95	$60.34	$38.39
51041132	George Berry	East	1955 Central	BER0032	002/9979	125	East	20	2500	5	625	1875	$93.75	$1.88	$9.38	$0.50	$2.72	$18.74	$20.62	$39.36	$108.22	$68.86
	LUGER, BRETT	East	1630-D MARGO LANE	LUG0001	013/0060	6.3	East	20	126	5	32	95	$4.74	$0.09	$0.47	$0.50	$2.72	$1.48	$1.62	$3.10	$8.53	$5.43
	FERARU, PHILIP T	East	1630 A MARGO LANE	FER0033	013-0070	6.3	East	20	126	5	32	95	$4.74	$0.09	$0.47	$0.50	$2.72	$1.48	$1.62	$3.10	$8.53	$5.43
	CULBRETH, DEBRA	East	1630 B MARGO LANE	CUL0004	013/0074	6.3	East	20	126	5	32	95	$4.74	$0.09	$0.47	$0.50	$2.72	$1.48	$1.62	$3.10	$8.53	$5.43
	LEE, DORA	East	1630-C MARGO LANE	LEE0048	013-0075	6.3	East	20	126	5	32	95	$4.74	$0.09	$0.47	$0.50	$2.72	$1.48	$1.62	$3.10	$8.53	$5.43
	SIMON, KIMBERLY	East	1640-D MARGO LANE	SIM0046	013-0076	6.3	East	20	126	5	32	95	$4.74	$0.09	$0.47	$0.50	$2.72	$1.48	$1.62	$3.10	$8.53	$5.43
	KENNARD, VICTORIA	East	1640-A MARGO LANE	KEN0007	013-0072	6.3	East	20	126	5	32	95	$4.74	$0.09	$0.47	$0.50	$2.72	$1.48	$1.62	$3.10	$8.53	$5.43
	MAYO, RACHEL	East	1640 B MARGO LANE	MAY0048	013-0079	6.3	East	20	126	5	32	95	$4.74	$0.09	$0.47	$0.50	$2.72	$1.48	$1.62	$3.10	$8.53	$5.43
	BRADY, KATELYN	East	1640 C MARGO LANE	BRA0166	013-0080	6.3	East	20	126	5	32	95	$4.74	$0.09	$0.47	$0.50	$2.72	$1.48	$1.62	$3.10	$8.53	$5.43
51048107	SAILLE, GABRIEL	East	1650 D MARGO LANE	SAI0011	013-0081	6.3	East	20	126	5	32	95	$4.74	$0.09	$0.47	$0.50	$2.72	$1.48	$1.62	$3.10	$8.53	$5.43
51048107	MARSHALL, FRANKLIN	East	1650 A MARGO LANE	MAR0183	013-0078	6.3	East	20	126	5	32	95	$4.74	$0.09	$0.47	$0.50	$2.72	$1.48	$1.62	$3.10	$8.53	$5.43
51048107	NEFF, CAMERON ETHAN	East	1650 C MARGO LANE	NEF0001	013-0084	6.3	East	20	126	5	32	95	$4.74	$0.09	$0.47	$0.50	$2.72	$1.48	$1.62	$3.10	$8.53	$5.43
51048107	HOOPER, ROBERT S.	East	1650 B MARGO LANE	HOO0072	013-0086	6.3	East	20	126	5	32	95	$4.74	$0.09	$0.47	$0.50	$2.72	$1.48	$1.62	$3.10	$8.53	$5.43
	MATYSHOCK, LEON	East	1660 C MARGO LANE	MAT0060	013-0085	6.3	East	20	126	5	32	95	$4.74	$0.09	$0.47	$0.50	$2.72	$1.48	$1.62	$3.10	$8.53	$5.43
	SCHOEN, CATHERINE E.	East	1660 B MARGO LANE	SCH0208	013-0083	6.3	East	20	126	5	32	95	$4.74	$0.09	$0.47	$0.50	$2.72	$1.48	$1.62	$3.10	$8.53	$5.43
	COLLINS, KYLE	East	1660 A MARGO LANE	COL0103	013-0091	6.3	East	20	126	5	32	95	$4.74	$0.09	$0.47	$0.50	$2.72	$1.48	$1.62	$3.10	$8.53	$5.43
	COLEGROVE, PRINCESS	East	1660 D MARGO LANE	COL0107	013-0090	6.3	East	20	126	5	32	95	$4.74	$0.09	$0.47	$0.50	$2.72	$1.48	$1.62	$3.10	$8.53	$5.43
	GAGNE, JOHN F.	East	1655 B MARGO LANE	GAG0004	013-0089	6.3	East	20	126	5	32	95	$4.74	$0.09	$0.47	$0.50	$2.72	$1.48	$1.62	$3.10	$8.53	$5.43
	BLACK, ALAN	East	1655 C MARGO LANE	BLA0073	013/0092	6.3	East	20	126	5	32	95	$4.74	$0.09	$0.47	$0.50	$2.72	$1.48	$1.62	$3.10	$8.53	$5.43
	PAYSINGER, ISIS	East	1655 A MARGO LANE	PAY0012	013-0099	6.3	East	20	126	5	32	95	$4.74	$0.09	$0.47	$0.50	$2.72	$1.48	$1.62	$3.10	$8.53	$5.43
	WEAVER, JAMES	East	1655 D MARGO LANE	WEA0018	013-0098	6.3	East	20	126	5	32	95	$4.74	$0.09	$0.47	$0.50	$2.72	$1.48	$1.62	$3.10	$8.53	$5.43
	VALADAO, LUIS	East	1645 B MARGO LANE	VAL0026	013-0097	6.3	East	20	126	5	32	95	$4.74	$0.09	$0.47	$0.50	$2.72	$1.48	$1.62	$3.10	$8.53	$5.43
	LEE, DENNIS	East	1645 C MARGO LANE	LEE0030	013-0096	6.3	East	20	126	5	32	95	$4.74	$0.09	$0.47	$0.50	$2.72	$1.48	$1.62	$3.10	$8.53	$5.43
	HORRIE, DOUGLAS S	East	1645 A MARGO LANE	HOR0011	013-0095	6.3	East	20	126	5	32	95	$4.74	$0.09	$0.47	$0.50	$2.72	$1.48	$1.62	$3.10	$8.53	$5.43
51048107	RIGGINS, MARC "BUBBA"	East	2295 CENTRAL	RIG0006	013-0093	6.3	East	20	126	5	32	95	$4.74	$0.09	$0.47	$0.50	$2.72	$1.48	$1.62	$3.10	$8.53	$5.43
51048107	BURROWES, MIKKEL	East	2301 CENTRAL	BUR0124	013-0094	6.3	East	20	126	5	32	95	$4.74	$0.09	$0.47	$0.50	$2.72	$1.48	$1.62	$3.10	$8.53	$5.43
	Monthly TOTALS					7588			118,937		37940.0	80,997	$4,049.85	$80.69	$404.99	$45.50	$250.24	$833.33	$916.67	$1,750.00	$4,811.63	$3,061.63
	Annual TOTALS												$48,598.20	$968.27	$4,859.82	$546.00	$3,002.88	$10,000.00	$11,000.00	$21,000.00	$57,739.58	$36,739.58

Central Avenue Landscape Zone OSMZ #6 2021 Reformation		
Rev 8/20/2021		*17*
93 Total Customers		Proposed
		Net
APN	Customer or Business Name	Cost per Cust per Month[16]
50824212	American Hospital Management	$24.93
50824215	ANDERSON, GREG	$21.29
50824223	LNR Holdings	$25.35
50824224	CVS	$51.01
50824225	Humboldt Petrolium (Shell Gas station)	$21.08
50824229	Chamber of Commerce / Tri counties bank	$53.57
50824239	Miller Farms Parcel 2 (south one along nursery wy)	$33.26
50825105	D. R. Miller Family LLC	$16.59
50825108	Coast Central Credit Union	$44.81
50825123	Joyful Healer / Karate dojo	$15.52
50825125	Murphy's Pizza Office	$4.83
50825126	Becci Matson	$4.83
50825127	Northern CA Safety Consortium	$4.83
50825128	Paul Trapanier (McK Office Supply)	$4.83
50825134	Burger King	$42.03
50825135	Starbucks	$27.49
50825145	Miller Farms (Cottage Realty / Humboldt Human Resources)	$18.08
50825150	Miller Farm	$40.10
50825159	Opies Fine Cars	$40.32
50918158	Grocery Outlet	$39.68
50918160	Auto Zone	$20.22
50919116	Central Station	$53.89
50919107	Mary Keehn	$44.27
50919122	Sydriel LP	
50919127	CSK Auto Kragen #1428 C/O Oriely Auto Parts	$41.60
50919155	Redwood Oil Co.	$93.98
50922144	Carmellas	$57.10
50922147	NORTH COAST NATUROPATHIC	$13.01
50922148	VACANT	
50922149	CVS	$13.01
50922150	Mad River Hospital	$13.01
50922151	Mad River Hospital	$13.01
50922152	Gregory Mellon D.D.S.	$13.01
50922153	Luzmilla's	$79.55
50922158	BMW of Humboldt	$62.45
50922162	BMW of Humboldt	$35.19
50923218	Mickeys Car Dealership	$117.50
50923301	LDS Church Heartwood/Central Ave.	$178.43
50923302	J.A. Southerland DBA Taco Bell	$31.45
50923305	Mark Rynearson	$13.27
50923306	Forbes and Associates	$13.27
50926128	Roettger, Timothy	$55.50
50926129a	Trinity Ballet	$18.08
50926129b	Wright Management Services	$18.08
50926129c	Stacy Scheffler	$18.08
50926129d	Edward Jones Co .	$18.08
50926129e	Lenore and Randy Meyers	$18.08
50926129f	Little Ceasars	$18.08
50926201	HODGE PROPERTY LLC,	$55.50
51012205	Les Schwab Tires	$37.75

51012236	Dennis McDonald	$30.27
51013207	L&A Enterprise (Vacant lot NW corner pickett & central)	$22.36
51013215	The Look Clothing and salon	$15.95
51013231	Piersons City Center L&A enterpries	$146.36
51013232	St Joseph Hospital	$12.74
51013306	Big Oil &Tire	$17.01
51034117	Eureka Natural Foods	$124.98
51034141	The Club	$42.14
51034132	Mck Middle School	$211.57
51034142	McKinleyville Trailer Park	$85.43
51034143	Vern McGaughy	$157.05
51040103	MACC VET INC,	$62.98
51040128	Arcata Fire Protection Dist.	$38.93
51040106	Niveens	$62.98
51040111	Umpqua bank	$49.08
51041116	Round Table Developmant Corp.	$40.00
51041131	George Berry	$38.39
51041132	George Berry	$68.86
	LUGER, BRETT	$5.43
	FERARU, PHILIP T	$5.43
	CULBRETH, DEBRA	$5.43
	LEE, DORA	$5.43
	SIMON, KIMBERLY	$5.43
	KENNARD, VICTORIA	$5.43
	MAYO, RACHEL	$5.43
	BRADY, KATELYN	$5.43
51048107	SAILLE, GABRIEL	$5.43
51048107	MARSHALL, FRANKLIN	$5.43
51048107	NEFF, CAMERON ETHAN	$5.43
51048107	HOOPER, ROBERT S.	$5.43
	MATYSHOCK, LEON	$5.43
	SCHOEN, CATHERINE E.	$5.43
	COLLINS, KYLE	$5.43
	COLEGROVE, PRINCESS	$5.43
	GAGNE, JOHN F.	$5.43
	BLACK, ALAN	$5.43
	PAYSINGER, ISIS	$5.43
	WEAVER, JAMES	$5.43
	VALADAO, LUIS	$5.43
	LEE, DENNIS	$5.43
	HORRIE, DOUGLAS S	$5.43
51048107	RIGGINS, MARC "BUBBA"	$5.43
51048107	BURROWES, MIKKEL	$5.43
	Monthly TOTALS	**$3,061.63**
	Annual TOTALS	**$36,739.58**

OFFICIAL ASSESSMENT BALLOT

McKINLEYVILLE COMMUNITY SERVICES DISTRICT (District)

CENTRAL AVENUE LANDSCAPE OPEN SPACE ZONE #6

The MCSD Board of Directors will only accept ballots provided by MCSD and will not accept photocopies, faxes or other forms of the ballot. If a ballot is lost or destroyed, you may request a duplicate ballot from MCSD. This ballot becomes a public record at the close of the public input portion of the Public Hearing on this matter and is subject to public inspection at that time.

To ensure the privacy of your ballot, please seal it within the enclosed return envelope. Mail or deliver ballot to the MCSD Office at: 1656 Sutter Rd. McKinleyville, CA 95519. Mailed ballots must be *received* in the MCSD Office no later than 4:30 pm on Wednesday, December 1, 2021

Ballots may also be hand delivered to the MCSD Board of Directors at the Public Hearing scheduled to be held at 7:00 PM on December 1, 2021 at Azalea Hall located at 1620 Pickett Road, McKinleyville, California. The ballot must be received by MCSD prior to the time the Board of Directors closes the public input portion of the public hearing on the proposed assessment.

Customer/Business: **«First_Name» «Customer_Name_____»**

Property Address: **«Serv_Add_NameNumber_____»**

Current monthly assessment: **$«current»**

Proposed monthly assessment: **$«proposed»**

PLEASE MARK ONE BOX BELOW:

☐ Yes, I support the proposed assessment, including the annual inflation adjustment.

☐ No, I do not support the proposed assessment.

_____ _____

Signature Date

Ballot must be *received* prior to the close of the public hearing on December 1, 2021 in order to be considered. Mailed ballots must be *received* no later than 4:30 pm on December 1, 2021. Postmarks are not sufficient.

McKINLEYVILLE COMMUNITY SERVICES DISTRICT

NOTICE OF PUBLIC HEARING AND PROPOSED ASSESSMENT

CENTRAL AVENUE OPEN SPACE MAINTENANCE ZONE # 6

On October 6, 2021, by its Resolution No. 2021-23, the Board of Directors of the McKinleyville Community Services District (District) proposed to renew the assessment levied in connection with Central Avenue Open Space Maintenance Zone # 6 ("Zone #6"). The Assessment is collected on the water bills for parcels on the portion of Central Avenue that contain frontage landscaping maintained by the District. You are being provided this notice because the District's records show that you are the billing customer responsible for payment of the assessment.

The purpose of the Zone #6 assessment is to fund the maintenance of the 80,997 square feet of publicly maintained landscaping fronting Central Avenue, as well as resurfacing and maintaining the gravel bridle trail. The assessment was first levied in 1997. The District's practice has been to renew the assessments every five years. The most recent assessment expires in December 2021. It is proposed to renew the assessment for the period beginning December 2021 and ending December, 2026.

The District's anticipated annual cost of frontage landscape and trail maintenance is $37,072 (reduced from $57,739 by a $10,000 county subsidy and a $11,000 "swap crew" credit). This cost will be assessed to each parcel in proportion to the square feet of frontage landscaping adjacent to the parcel. Annual costs for the bridle trail and administration of the assessment total $3,099 These costs will be assessed with each parcel paying an equal share of $2.72 per month.

The proposed monthly assessment for each parcel is $2.72 plus $0.05 per square foot of frontage landscaping. This monthly assessment (aside from fifty cents per month that is collected for assessment administration) may be adjusted annually to reflect the change in prices as set forth in the California Department of Finance's "Price and Population" calculation. However, in no event will the assessment rate exceed the anticipated cost of providing services.

Reference is made to the Engineer's Report for the proposed Zone (which is available on the District's website) for a more complete description of the facilities and landscaping to be maintained and operated, as well as a map of the Zone. Additional information about the Zone can be found at *(weblink to be inserted after Oct 6th approval of initiation resolution)*

Public Hearing

On **December 1, 2021 at 7:00 pm at Azalea Hall, 1620 Pickett Road, McKinleyville, CA** the Board of Directors of the CSD will hold a public hearing on the proposed assessment. At the hearing, the Board will consider oral and written testimony (and written objections and protests) regarding the proposed assessments. The enclosed assessment ballot may be returned to the District at the hearing, or may be mailed or hand delivered to the District prior to the hearing. The Board will not impose the assessment if, upon the conclusion of the hearing, ballots submitted in opposition to the assessment exceed the ballots submitted in favor of the assessment. In tabulating the ballots, the ballots will be weighted according to the proportional financial obligation of the affected property (i.e. the amount of the assessment).

If you have questions about this notice or the proposed assessment, please contact General Manager, Patrick Kaspari at (707) 839-3251. Completed Assessment Ballots, as well as written comments and protests for the Board's consideration at the hearing, can be delivered to the District at its offices located at 1656 Sutter Rd, McKinleyville, California.

McKinleyville Community Services District

Central Avenue Open Space Zone 2021 Reformation

Central Avenue Open Space Zone

- Enhances the downtown McKinleyville area and businesses.
- Having trees and landscaping throughout the community provide special benefits to local business owners and community members.
- Provides an aesthetically pleasing experience throughout the McKinleyville shopping and business district.

History

1997 – Open Space was first established and approved by voters through Proposition 218 with a 5-year "sunset clause" requiring MCSD to reform the zone every 5-years. Work was contracted.

2000 – Zone approved by voters and was expanded to include eastern Central Avenue just south of school Road. Work was contracted.

2005 – Zone approved by voters, MCSD employees took over the maintenance of the zone.

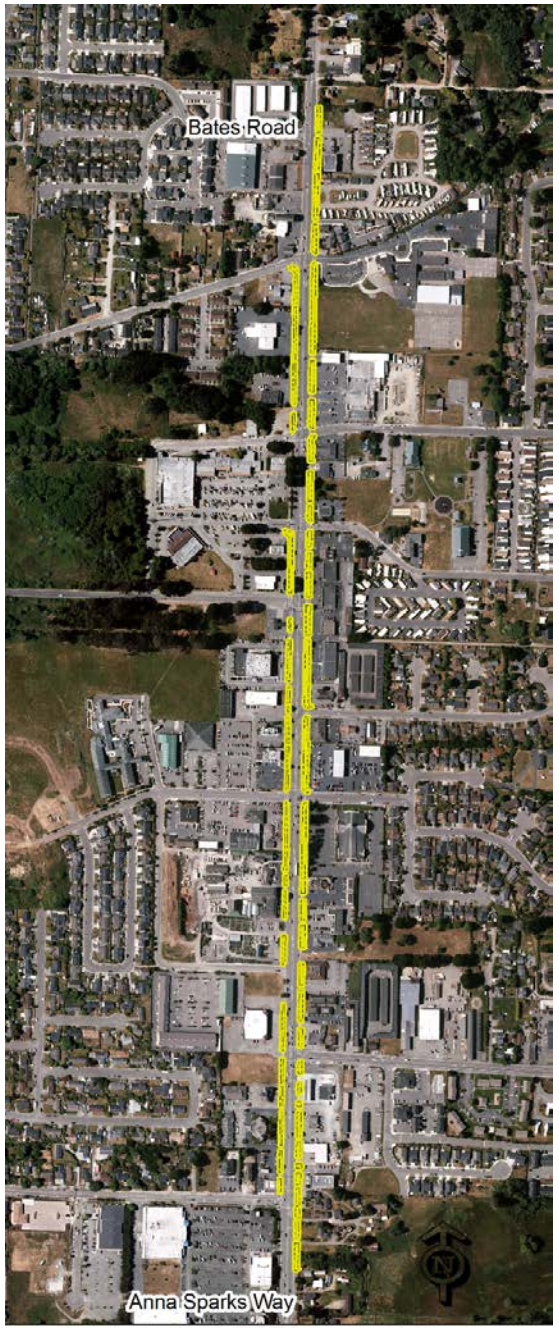
2010 – Zone approved by voters, included the installation and hanging of banners.

2016 – Zone approved by voters, included newly developed businesses, re-assessed frontages.

2021 – **2021: The Zone is to be reformed based on current maintenance cost and cost of materials. Voters will vote through the 218 process.**

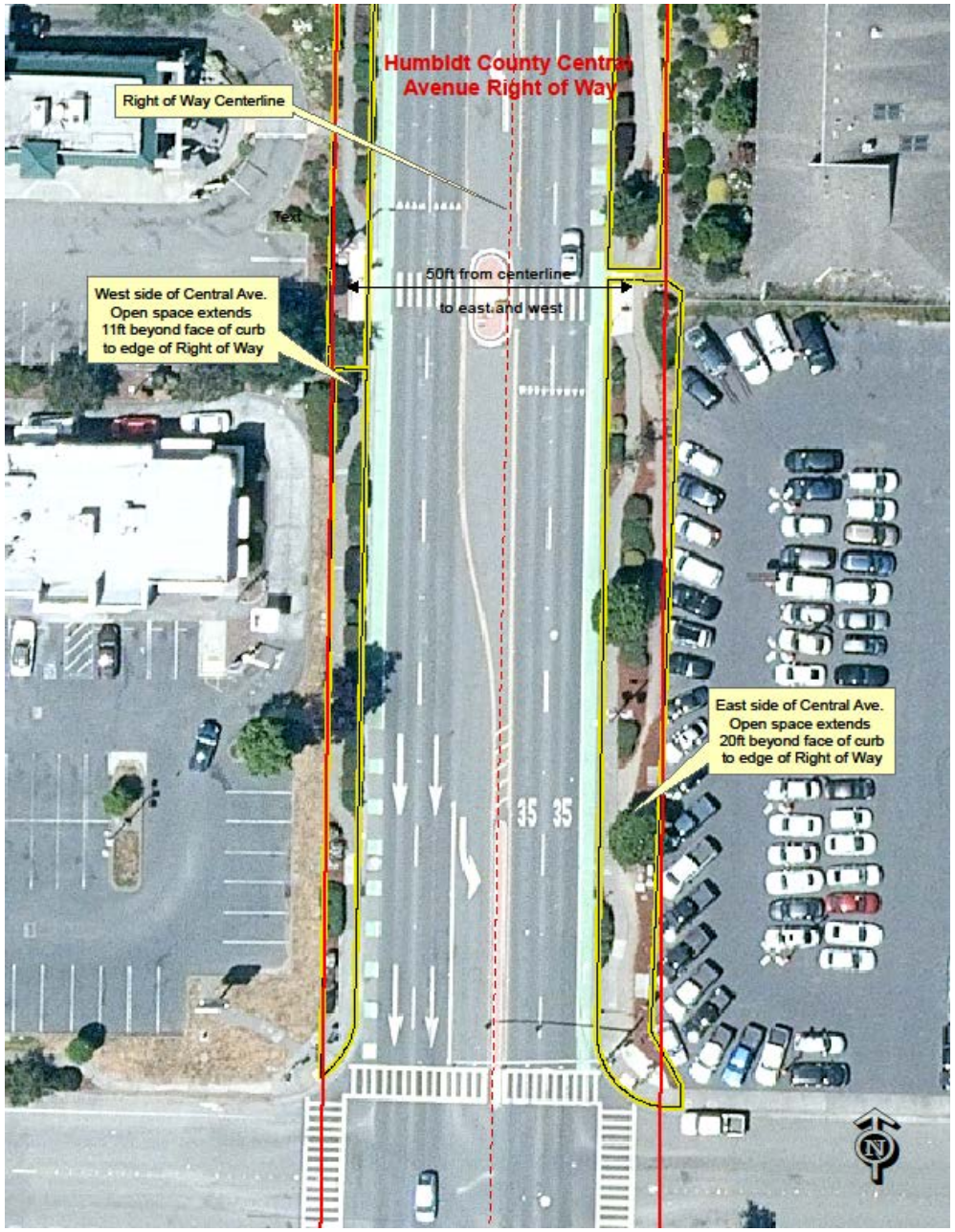
The Zone

- The zone extends from just south of School Road to just north of Bates Rd.
- Western portion extends 11 feet west from face of curb and includes planter beds and a sidewalk.
- Eastern portion extends 20 feet from face of curb to the east and includes planter beds a sidewalk and a 5ft wide bridle trail.



The Customers

- **93 Customers**
  - Customers are charged based on how much landscape area fronts their property.
- **75 Properties**
  - Properties include mostly commercial businesses with a few private residences.



Maintenance Activities

Maintenance activities for the landscape zone shall include:

- **Weeding**: Weed removal along planter beds and bridle trail.
- **Hedging**: Hedging and trimming of shrubs, bushes and hedges.
- **Pruning:** Pruning of trees and removal of debris as needed.
- **Planting:** Planting of new plants or replacement of plants.
- **Mulching:** Areas are refreshed with new mulch as needed.
- **Trail Repair and Maintenance**: Bridle trail, created in the 1970's as a horse and multi-use trail, is maintained monthly with planned re-surfacing every five years.

Assessment Calculations

- Uses Humboldt County Assessor Maps to determine linear frontage.
- All Driveways and entry point footages were subtracted.
- Linear feet was multiplied by depth of zone. 11ft for west side, 20ft for east side.
- Area of sidewalks were calculated and subtracted from the area.
- Determines Assessed Square Footage: which is the landscape area to be paid by each parcel.
- Applies same method to both sides of zone.

The Fees

Monthly Fees Include

- The cost of conducting maintenance: $.05/square foot per month
- 2% overhead for insurance costs
- 10% for overhead and contract fees
- $.50 added to each account per month for bookkeeping costs

Proposition 218 Process

Proposition 218: The "Right to Vote on Taxes Act" 1996. Limits the methods by which local governments can create or increase taxes, fees and charges without taxpayer consent. Proposition 218 requires voter approval prior to imposition or increase of general taxes, assessments, and certain user fees.

Reformation Approval

1. Follows Proposition 218 process.
2. Created with a 5-year “Sunset Clause”. Zone must be re-assessed and voted on every 5-years.
3. Assessments must include an Engineers Report. Report Includes:
   - Zone Background & Description.
   - Assessment of fees.
   - Ensures assessments are apportioned by a formula that fairly distributes the net cost in accordance with general and special benefits that are received.
   - Include an annual inflation rate adjustment .
4. Business and property owners vote on assessment and reformation.
5. The District holds a protest hearing to tally votes and vote on reformation.

THANK YOU

ANY QUESTIONS

McKinleyville Community Services District

BOARD OF DIRECTORS

October 6, 2021 TYPE OF ITEM: **INFORMATION**

ITEM: F.3.A **Support Services – Aug-Sept 2021 Report**

PRESENTED BY: **Colleen M. R. Trask, Finance Director**

TYPE OF ACTION: **None**

FINANCIAL, AUDIT, & BUDGET INFORMATION

The District has $1,366,223.71 to date in the Trust Account for the next Biosolids Disposal project.

Customer adjustments at Aug month-end total $1,273.78, which represents 3.0% of the annual $42,000 budget for this sub-item. (GL# 501/551-62120)

Total Board Travel as of Aug 31, 2021 stands at $4,057.60 which is 23.2% of the approved $17,500 budget for this item. (GL# 001/005/501/551 62090/62155-888)

Audit/Budget Update:

Fedak & Brown made their initial information request, and the chosen sample data has been provided to them. Audit confirmations have gone out, and final onsite field work is scheduled for later in October.

Treasurer's Report Highlights:

Water Fund capacity fees collected through August totaled $8,333.80. Wastewater Fund capacity fees of $12,421.00 were collected through the end of August. No capital contributions have been received for FY2021-22. Capital Contributions and Capacity fees are included in the income vs. expenses graphs of the Treasurer’s Report, but they are called out separately on the Budget to Actuals report.

Activity Summary

The Activity Summaries by Fund provides information on revenues and expenses or expenditures for each Fund, both current month and year-to-date. There is also a column showing the year-to-date budget and amounts and percents over or under. Lines that deviate from the calculated budget by more than 10% have an explanatory note. Often, this is no more than a reminder that, while the budget is divided evenly across twelve months, actual expenses often do not follow the same pattern. Other times, there are specific reasons for a deviation, such as contributed construction or the collection of unexpected capacity fees.

The Water and Wastewater Funds are listed first, followed by the graphs showing revenue versus expenses versus budgets. Parks, Measure B, and Streetlights information is given next, with accompanying graphs for each.

OTHER UPDATES

The governor's moratorium on non-payment lock was set to expire at the end of September but has been extended by Senate Bill No. 155 through the end of December 2021. The State survey to collect information on the total water bills unpaid due to the lock moratorium totaled less than the funds budgeted for payment, so there will be funding to cover wastewater arrearages as well. The California Special Districts Association's update from the State Water Board is attached.

Late fees will not be covered, but some administrative costs will be. An application to formally request funds will be sent out shortly and due by December 6, 2021. Funds might be distributed as early as November 1, 2021. These funds cover arrearages from March 2020 through June 2021. There is no indication on whether non-payment lock arrearages from July through December 2021 will be covered by these funds or by funds allocated later.Once we have the application package and have some idea what the State Water Board is willing to pay, we will notify the 116 active customers affected and arrange for credits to their accounts.

At this time, we are assuming we will be able to resume regular non-payment locks in January 2022. Until that time, we will continue to lock only for abandonment of service. When we have information about how the State wishes to deal with the additional non-payment lock arrearages from July through December 2021, we will treat the customer balances covered by the State's reimbursement procedures as disputed balances under our normal procedures until the reimbursement funds have been received. We will bring any policy changes needed to assist customers with past-due balances the State does not cover to the Board for review and approval.

State Water Board Fund to Cover 100% of Districts' Eligible COVID-19 Water Arrearages and Establish Program for Wastewater Arrearages

By Vanessa Gonzales posted 21 hours ago

0 LIKE

At its September 21 board meeting, the State Water Resources Control Board (SWRCB) announced that arrearages reported by water systems on the SWRCB's August-September survey will be fully funded by the California Water and Wastewater Arrearage Payment Program. With $985 million available to for

the program, water systems reported a total of $315,400,661 in arrearages, meaning that the fund can fully cover the pandemic-related costs to these systems. Additionally, because the fund was not fully utilized, wastewater systems will now have the opportunity to apply for arrearages as well.

The board meeting also provided important clarifications to the program on issues raised during a September 9 SWRCB workshop:

- *Late Fees:* In addition to arrearages, water systems reported $16 million in late fees that will *not* be eligible for reimbursement,
- *Administrative Costs:* Districts will be eligible for an additional three percent of total arrearage reimbursement for administrative related costs of the program.
- *Prioritization:* Because the fund can cover all arrearages, systems will not need to prioritize which customers' arrearages to address first.
- *Data Sharing:* Finally, data sharing with other utility financial assistance programs will be recommended, but not required.

Water systems and others have been concerned regarding the tax implications of this program. While the state continues to seek guidance on whether these reimbursements will be considered taxable income, at this point, the SWRCB recommends that districts split up the credits that the arrearage reimbursements will provide to customers over the span of two tax years. More information on this issue will likely be forthcoming.

The SWRCB will begin funds disbursement to eligible survey respondents no later than November 1, 2021, and complete distribution by January 31, 2022. Water systems should look for an application package from the SWRCB in the coming days and complete it as soon as possible to formally request funds. The deadline for applications is December 6, 2021. Since it is now known that the fund will have a significant amount of money unused by drinking water systems, a wastewater arrearages program is assured. Staff reported that this program is currently in design and will be established no later than February 1, 2022.

The $985 million California Water and Wastewater Arrearage Payment Program through the SWRCB is a separate and distinct program from the $100 million COVID-19 relief fund for independent special districts. Special districts with water or wastewater arrearages must choose which of these two funds is

the best fit; a special district cannot participate in both programs.

For additional details regarding the arrearage payment program, visit www.waterboards.ca.gov/arrearage_payment_program/. Water districts can also sign up to receive regular email updates about the program at this site.

For additional details regarding the $100 million COVID-19 relief fund for independent special districts, visit www.csda.net/take-action/covid.

#AdvocacyNews
#FeatureNews
#COVID-19Relief
#Water

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https://www.csda.net/blogs/vanessa-gonzales/2021/09/28/state-water-board-fund-to-cover-100-of-districts-e

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McKinleyville Community Services District

BOARD OF DIRECTORS

October 6, 2021 TYPE OF ITEM: **INFORMATION**

ITEM: F.3.B **Operations Department – August/Sept. 2021 Report**

PRESENTED BY: **James Henry, Operations Director**

TYPE OF ACTION: **None**

Water Department:

Water Statistics:
The district pumped 52.1 million gallons of water in August.
Five water quality complaints were investigated and rectified.
Daily, weekly and monthly inspections of all water facilities were conducted.

Double Check Valve Testing:
Annual routine testing was conducted on Routes 15 along with a minimal number of retests. Customers with failed DCV's were notified to make repairs and call the office to schedule a retest.

Average and Maximum Water Usage:
The maximum water usage day was 2.0 million gallons and the average usage per day was 1.6 million gallons.

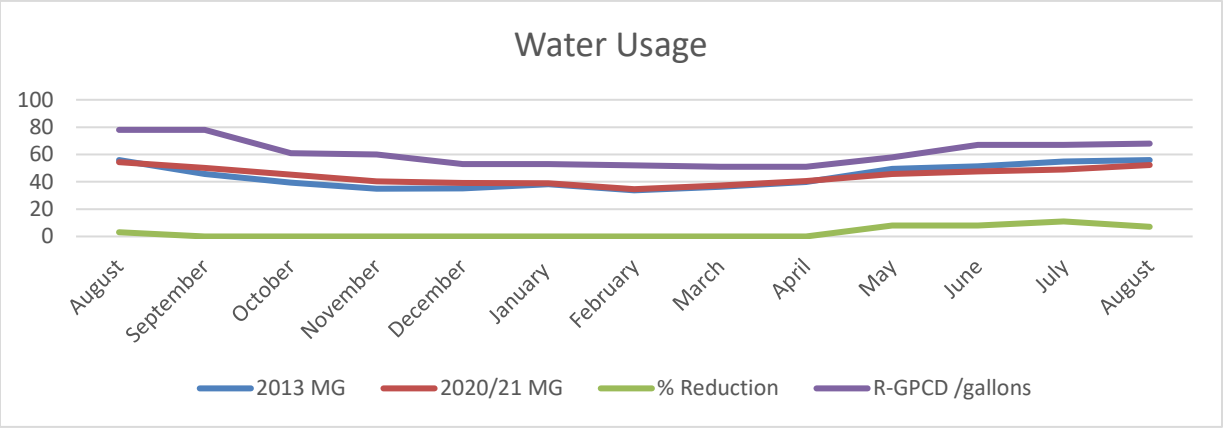
Water Distribution Maintenance:
Weekly Bacteria Samples were collected on Schedules 1, 3, 4, 5, and 6 which represent different locations in the water distribution system. The schedules are made up of a sample taken in each pressure zone. The annual valve exercising continues along with hydrant inspections to ensure that they work properly when needed in an emergency. Any issues found are tagged to have a work order generated for repairs. A new water service was installed on C Street. Offsite meters were marked to make it easier to locate when needing access to turn on or off. A hydrant was hit on Nursery Way. The driver came in and agreed to pay for the damages. The hydrant was repaired, and the driver was billed.

Water Station Maintenance:
Monthly inspections and daily routines were conducted at the water stations. Any minor issues found are repaired during inspections, but if they require parts or extensive labor, the issue is documented on the monthly sheet, which will then generate a work order for repairs. The semi-annual PRV station inspections were completed. Each station is inspected, exercised and calibrated to ensure adequate pressure is leaving the station. Tubing and gauges are replaced when needed on the PRV valves. The tops of the Cochran and Norton tanks were prepped and painted where paint was blistering or peeling. Several leaning trees were cut down at Cochran Station along with cleaning the

asphalt of debris from fallen trees. Northbank station was cleaned and touch up painting was performed on the piping. The altitude valve at Cochran was cleaned and painted.

As of July 2014, the District is required to submit a Public Water Monthly Monitoring Report to compare water usage to last year's usage in the same month. I will keep the Board updated each month using the Table below.

	2013 (MG)	2020/21 (MG)	% Reduction	R-GPCD
August	55.908	54.366	3	78
September	45.702	50.074	(-8)	78
October	39.439	45.279	(-13)	61
November	34.879	40.336	(-13)	60
December	35.203	39.076	(-11)	53
January	38.241	38.974	(-2)	53
February	33.751	34.603	(-2)	52
March	36.244	37.375	(-3)	51
April	39.755	40.465	(-2)	51
May	49.407	45.752	8	58
June	51.337	47.654	8	67
July	54.757	49.099	11	67
August	55.908	52.171	7	68



R-GPCD = Residential Gallons Per Capita Day

New Construction Inspections:
Imeson Court: Avalar plans have been reviewed and commented. This project has started. The sewer mains and laterals were installed. Water will be installed in September and October. Midtown Court Tract: Plans were reviewed. The 11 month inspection was completed at the Valadao Subdivision and everything checked out good.

Sewer Department:

WasteWater Statistics:
25.3 million gallons of wastewater were collected and pumped to the WWMF. 25.4 million gallons of wastewater were treated and discharged to land disposal or reclamation in August.

Sewer Station Maintenance:
Monthly inspections and daily routines were conducted on all sewer stations. Quarterly servicing was completed at the Hiller, Kelly and Letz station, which included wet well washing and pump inspections. The wet well washing is important, in order to prevent hydrogen sulfide buildup, which is detrimental to the concrete casings and grease buildup which will plug the pumps. Pump shimming is done to keep pumps running efficiently and to reduce rags from plugging up the pumps. String trimming, tree trimming and mowing was completed at the Letz station road entrance. Graffiti was removed from the B Street Station concrete building. Mowing and hedge trimming was completed at the Fischer and Kelly stations.

Sewer Collection System:
Grease traps were inspected at required facilities. Customers that are out of compliance were notified to have their traps pumped and possibly shorten their pumping schedule. The Smart Covers, which record sewer flow data, is being rotated around selected manholes to capture dry weather flows that can be used to compare to the wet weather flows, that was recorded during the winter. This will help locate any inflow or infiltration issues in the sewer mains. The quarterly hydro-cleaning was completed on approximately 14,000 feet of sewer main using 3000 psi of water through a spinning nozzle. These routes are made up of areas that have known bellies in the line. Customers were notified in advance of the scheduled cleaning.

Wastewater Management Facility:
Daily and weekly maintenance continues at the treatment plant to perform required service on the equipment. String trimming was performed around the fence perimeter. A small coolant leak was repaired on the generator. Clarifier #2 was cleaned and serviced as part of the preventative maintenance and inspection.

Daily Irrigation and Observation of Reclamation Sites:
Discharge has been going to land since May 1st. Irrigation sites have been mowed and pipe has been laid out and is being utilized for discharge. The farmer worked the lower fields and planted corn which is scheduled to be harvested in October.

Street Light Department:
There were no streetlights complaints.

Promote Staff Training and Advancement:
Weekly tailgate meetings and training associated with job requirements. Staff received training on Working Safely Around Water, Facing Up to Stress, Lock-out Tag-out and Fire Prevention.

Special Notes:
Monthly river samples were completed.
Monthly Self-Monitoring Reports (DMR/SMR) were submitted.
Public Water Monthly Monitoring report was submitted.
Monthly Water Quality report was sent to the Dept. of Health.
Attended Community Forest meeting.
Attended Micro-grid progress meetings
Working with Synagro on schedule to dredge Biosolids Basin
Attended Emergency Operations meetings with staff
RFQ for Central Avenue Water and Sewer Design went out.
Compiled data and populated the annual Water Loss Audit report.
Compiled data and submitted the annual DMR-QA Study to the State.
Annual Crane inspection at Fischer and WWMF was conducted by an outside agency.

GIS:
Plans and Programs

Maps Completed/General GIS

- Created map-based inspection forms for Valves and Blow Off Inspections.
- Created map-based inspection forms for Air Relief Valve Inspections.
- GPS'd new water and sewer services and updated GIS accordingly.
- Investigated Murray Rd Lateral.
- Investigated Imeson Rd. PVC to AC footages.
- Continued developing procedures for adding Easements to the GIS
    - Using docstar, old files.

Misc. Work Completed

- Central Avenue Open Space Zone Reformation
    - Re-Assessed all parcels along Central Avenue for the 2021 reformation process.
    - Calculated frontages, total areas, and projected cost.
    - Completed DRAFT engineers report.
    - Created Power Point
- Purchased new GPS Unit. (EOS Arrow 100)
    - Set up unit
    - Began collecting data! Works great!
- Review Smart Cover Information
    - Began analyzing data comparing wet weather flow to dry weather flow
- Attended TAC meeting
- Operations document filing

McKinleyville Community Services District

BOARD OF DIRECTORS

October 6, 2021 TYPE OF ITEM: **INFORMATION**

ITEM: F.3.C **Parks & Recreation Director's Report for September 2021**

PRESENTED BY: **Lesley Frisbee, Parks & Recreation Director**

TYPE OF ACTION: **None**

TEEN & COMMUNITY CENTER-BOYS & GIRLS CLUB PARTNERSHIP:
Staff continues to meet with BGCR staff weekly. The Teen Club is open Monday- Friday 12:00pm-6:00pm. The Teen Club is running a wide variety of programs including a weekly cooking program, a cycling program, an art program, a community service program and several BGCA national programs such as Power Hour, SMART Girls, SMART Moves and Youth for Unity. The Club's average daily attendance decreased slightly in the last month from 20.5 teens on average per day to 17 teens per day.

Participants are learning about interpersonal communication and self-awareness in SMART Girls and SMART Moves. Participants get Academic assistance during Power Hour. The Keystone Club focuses on developing leadership skills and behaviors.

PARK AND RECREATION COMMITTEE:
The Park and Recreation Committee (PARC) met on September 16, 2021. The notes from the meeting can be reviewed in **Attachment 1**.

COMMUNITY FOREST UPDATES:
Staff continues planning and preparing for the acquisition of a Community Forest.

Staff has submitted comments on the DRAFT Community Forest Framework report to BBW Associates. It is anticipated that BBW Associates will present a final draft to the MCSD Board of Directors at the November 3rd Board meeting. An MOU between Trust for Public Lands and MCSD is going to the MCSD Board for approval on October 6, 2021

RECREATION PROGRAM UPDATES
Drop-in Pickleball is running on Friday evenings 6:30pm-8:30pm. Masks are required to play. Tot-letics Soccer began on September 11th. The program will run through October 2nd. Staff have been working to develop new programs that can be delivered within the safety recommendations for limiting the spread of COVID-19. To that end staff have developed an afternoon 3 on 3 basketball program for youth in 2nd through 5th grades. This is a new program that will provide youth an opportunity to learn and develop basketball skills in the after-school hours on Tuesdays or Thursdays October 5 through November 12, 2021. At the time of writing this report the enrollment is at half of the program capacity. We anticipate that it will meet enrollment capacity at 30 kids per age group.

PARK & FACILITY MAINTENANCE UPDATES:

Several open space zones received mowing, hedging and weeding maintenance and detention basins received clearing as part of the Open Space Maintenance Zone agreements. The SWAP program has resumed this month and is once again providing labor on Saturdays. The Parks crew and NHES continue the routine schedule for maintenance on Central Ave. landscaping. Redwood mulch continues to be placed along Central this month. Staff continues to keep up with daily/weekly routine facility and vehicle maintenance. Monthly inspections were conducted on all facilities and Open Spaces. At Hiller Sports Site staff have spent many hours on gopher trapping and hole filling. Sprinkler repairs were completed and fields were fertilized and aerated this month as well.

OTHER UPDATES:

- Staff began work on Rural Recreation and Tourism Grant applications. One for the skatepark project and one for the BMX track project.
- Staff participated in volunteer service for the McKinleyville Chamber of Commerce, the McKinleyville Family Resource Center, and the Boys and Girls Club of the Redwoods
- Staff is preparing to renew the Central Ave. OSMZ through the 218 process. The Central Ave. OSMZ sunsets every 5 years and must go through the renewal process.
- Mad River Youth Soccer League and McKinleyville Little League have been holding practices and games at Hiller Sports Site all month.
- Park and facility rentals increased this last month
- Staff is preparing for an ALL-District Employee Emergency Operations Training to be held in October.
- Staff continues to provide support to other departments of the District; assisting with accounts payable, payroll, and facilitating professional development workshops.

ATTACHMENTS:

Attachment 1 – PARC Meeting Notes from 9-16-21

Thursday, September 16, 2021
6:30pm
Parks & Recreation Committee Meeting
NOTES

Members Present: Johnny Calkins, Scott Binder, Charlie Caldwell, John Kulstad; Ben Winker,
Members Absent: Laura Bridy, Jeff Dunk, Phil Heidrick,

Meeting Notes:
Communications:

- None.

Public Comment:

- None.

Recreation Director Report

- Recreation Program Updates
  - Drop-in Pickleball is running on Friday evenings 6:30pm-8:30pm. Masks are required to play.
  - Tot-letics Soccer began on September 11th. The program will run through October 2nd.
  - Staff have been working to develop new programs that can be delivered within the safety recommendations for limiting the spread of COVID-19. To that end staff have developed an afternoon 3 on 3 basketball program for youth in 2nd through 5th grades. This is a new program that will provide youth an opportunity to learn and develop basketball skills in the after-school hours on Tuesdays or Thursdays. If this initial program is successful, staff will roll out additional sport programming for elementary age youth in the after-school hours.
- Park & Facility Maintenance Updates
  - Several open space zones received mowing, hedging and weeding maintenance and detention basins received clearing as part of the Open Space Maintenance Zone agreements. The Parks crew and NHES continue the routine schedule for maintenance on Central Ave. landscaping. Redwood mulch continues to be placed along Central. Hiller Sports fields were thatched, several gophers were trapped, and sprinklers repaired. Downed tree limbs were cleared on the Hiller Loop trails. Staff continues to keep up with daily/weekly routine facility and vehicle maintenance. Monthly inspections were conducted on all facilities and Open Spaces.

- Community Forest Updates
  - Staff has submitted comments on the DRAFT Community Forest Framework report to BBW Associates. It is anticipated that BBW Associates will present a final draft to the MCSD Board of Directors at the November 3rd Board meeting.
  - An MOU between Trust for Public Lands and MCSD is going to the MCSD Board for approval on October 6, 2021

- Hewitt Ranch Property Updates
  No updates at this time.

- North Bank River Property Updates
  No updates at this time.

- Other updates:
  - Staff is preparing to renew the Central Ave. OSMZ through the 218 process. The Central Ave. OSMZ sunsets every 5 years and must go through the renewal process.
  - Staff is preparing for an ALL-District Employee Emergency Operations Training to be held in October.
  - Staff continues to provide support to other departments of the District; assisting with accounts payable, payroll, and facilitating professional development workshops.

BMX Track & Park Project:

- Staff is moving forward with the filing of a "Class-32 Categorical Exemption" for CEQA compliance for the BMX track and park project. Staff will be requesting the MCSD Board to approve the Notice of Exemption filing at the October 6th Board meeting.

Parks & Recreation Development Guidelines

- Staff presented the most recent draft of guidelines to the committee for review.
  - Ben Winker made a motion to adopt the guidelines
    - John Kulstad seconded
    - Motion passed unanimously.

Intermodal Transportation Committee (Hum. County) Report:

- Ben Winker reported on the recent activities of the county committee regarding improving safety for alternative transportation methods.

Report on Actions of MCSD Board

- No actions to report

AdHoc Committee Reports:

- Skate Park—Charlie Caldwell reported that he could not provide the quarterly reported due to computer failure. HSC currently has $120,000 in the bank. Is in the second round of review for a $30k Headwaters Fund grant and recently submitted a $25k funding request from Coast Central Credit Union.
- Fischer Ranch Estuary project—Nothing new to report
- BMX— See notes on above
- Community Garden—no report

Agenda Items for next meeting:

- No additions offered

Adjournment:

- Adjourned: 6:52pm

McKinleyville Community Services District

BOARD OF DIRECTORS

October 6, 2021 TYPE OF ITEM: **INFORMATION**

ITEM: F.3.D **General Manager's Report for October 2021 Meeting**

PRESENTED BY: **Patrick Kaspari, General Manager**

TYPE OF ACTION: **Information Only**

A summary of activity for the month of September 2021

Cost Savings Related to District Activities – The following is a review of some of the recent cost savings opportunities District staff identified for the month:

• Use of NHE Services =	$2,145
• SWAP =	$4,080
• WAS Pump Electrical Repair =	$120
• Create/Install Sign at WWMF =	$400
• Repair Coolant Leak-WWMF Gen =	$60
• Switch to Mitel Phone vs AT&T =	$5,000
TOTAL COST SAVINGS FOR Sept =	$11,805

Since the start of the District's 2021/22 Fiscal Year, Staff was responsible for over $18,522 in savings to the District and its Rate Payers.

District staff are recognized and commended for their continued efforts in looking for cost savings, the use of internal labor, and grant opportunities that result in real savings for the District, ratepayers, and the community.

COVID-19 – The District continues to track COVID related costs including costs related to people not paying their water bills. Guidance has come out on AB/SB 48, the California Water and Wastewater Arrearage Payment Program from the State Water Resources Control Board (SWRCB). The time period covered by the program will be from March 4, 2020 to June 15, 2021. Community water systems have been asked to provide, via an Electronic Annual Report (EAR) portal survey, their residential and commercial arrearages that have accrued for their billing periods between these dates. The State Water Board's Program will be a direct one-time payment to water systems. Water systems will be the applicant to receive funding under this Program and will deliver the benefits directly to customers as credits. Water systems' customers do not need to apply for these benefits.

The Program will initially prioritize drinking water residential and commercial arrearages and revenue loss. If the Program still has funding available, it will extend to wastewater residential

and commercial arrearages and revenue loss by February 2022. Staff thinks that it is highly unlikely that benefits will be available to pay outstanding sewer fees.

“Past-due bills” means customer water bills that are 60 days or more past due and includes both active and inactive accounts, and accounts that have payment plans or payment arrangements. The key information being collected in the survey includes: a) the number of residential and commercial accounts and total accrued debt; total amount of late fees; the number of accounts and total accrued debt with $600 in debt or more. b) Revenue loss: i. 2019 total revenues; and 2019 total expenses for maintaining water system. ii. Revenue loss that has occurred during the COVID-19 pandemic (within billing cycles that include March 4, 2020 through June 15, 2021). Community water systems must complete the survey by September 10, 2021. The District has completed the survey as detailed below.

The State Water Board is using the survey results to determine the total amount of residential and commercial arrearages from community water systems. They will then use this information to determine whether there are sufficient funds to reimburse the total amount of reported arrearages and revenue shortfalls of community water systems. If the total need is greater than available funding, the State Water Board will develop an allocation formula to disburse the funds on a proportional basis to each community water system applicant. This will be based on reported arrearages and the State Water Board’s estimation of customer arrearages for community water systems unable to report arrearages but report water enterprise revenue shortfalls.

After the September survey deadline, the State Water Board will analyze the information collected to determine the allocation of the Program funds. The State Water Board will then adopt a resolution to provide guidance on Program eligibilities and requirements. Within 14 days of adopting the resolution, the State Water Board will begin accepting applications from community water systems for funds to assist customers who have past-due bills from the COVID-19 pandemic bill relief period. SWCRB provided guidance on Sept 29th and stated 100% of the water arrearages will be funded and applications will be accepted for wastewater arrearages. The District will continue to follow updates and report to the Board.

We have completed the Survey and reported 168 accounts that are past due for a total of $47,746.22 in water arrearages that are 60 or more days past due and between the March 4, 2020 and June 15, 2021 dates. The $47k number doesn’t include the unpaid wastewater fees, which are approximately the same again.

The California Special District Association also worked with the State of California to identify $100 million in relief funding specifically for CSDs across the State. Unfortunately, if you apply for the Arrearages funding, you CANNOT apply for a portion of the $100M. For the CSD funding program, each District’s allocation is also based on its proportionate share of the total revenue losses incurred by ALL DISTICTS. Since we have already applied for the arrearages

program, and it is likely that we will receive more from that program than the CSD direct funding, we will not be applying for this program.

As previously reported, the Governor's ban on locking water services for customers that do not pay their bills has been extended to December 31, 2021.

Also at this Board Meeting, we are addressing the requirements of AB361 for remote meetings.

4.5 Gallon Water Tank Project – The District continues work on this Project with Kennedy Jenks (KJ) and their subconsultants. All Phase 1 documents, with the exception of the land purchase agreement, have been completed and have been submitted to CalOES/FEMA. We have received questions from FEMA on the potential environmental impacts of the project so we know that the project as begun FEMA environmental review. Once FEMA adopts a Finding of No Significant Impact (FONSI) for their National Environmental Protection Act (NEPA) review, they will release Phase 2 funding for the project.

As previously reported, on July 29th, a meeting was held with Doug Shaw and Janne Page of American Hospital Management Corp. (AHMC) along with Russ Gans, District Legal Counsel, Ryan Plotz of Mitchell Law firm, Michael Pulley of Points West Surveying, Operations Director Henry and GM Kaspari to discuss the land purchase for the tank. It was generally a good meeting. Mr. Shaw did sign the General Plan Conformance review application and that has been submitted to County Planning, but we have not received a response from the County on the permit yet. Mr. Shaw requested that we look at moving the tanks to be south of the existing tanks to leave some additional room for his development. He also requested a right-of-way across the District's future property to allow access to the Hewitt Ranch property. An assessment of moving the tank indicated that it would be a very expensive proposition and likely impossible. The District did grant pedestrian access across the acquired land to allow for future access to the park in our offer. We also granted a drainage easement across District property in the Purchase Agreement. The revised Purchase Agreement was forwarded to Mr. Shaw on August 18th and is for the purchase of approximately 6.5 acres for $253,511. We continue to wait for a response from Mr. Shaw. Meanwhile, we are moving forward with eminent domain discussions with Michael Colantuono.

As reported over the last several months, the estimated construction cost for this project is significantly higher than the value estimated in the grant application. KJ's construction cost estimate came in at $9.3M ($10.3M including engineering and CM) or $3.1M over the cost estimate submitted with the grant application. The grant was for a total of $7.2M ($5.4 Federal share and $1.8M match). We have reached out to CalOES to see if there are additional grant funds available to cover the shortfall. We have been told there is additional funding, and the District has submitted a letter with the revised cost estimate and a revised Benefit Cost Analysis asking for an additional $3.1M. If available, FEMA/CalOES would cover $2.33M or 75% of the additional cost, and the District would have to match that with $777,000 above our original match commitment of $1.8M. There has been some additional back and forth with CalOES on

the additional funding request, so the request is working its way through their system, but we have not received a definitive response yet.

The total District match for the $10,331,280 project would be $2,582,820, assuming CalOES/FEMA funds the additional request. $4,132,000 was budget for the permitting, engineering, property purchase and initial construction costs in this Fiscal Year. The remaining construction cost will be budgeted for in the 2022/23 Fiscal Year. As detailed in the September and October Board packets, we have been discussing funding options with Brandis Tallman/Oppenheimer & Co. on financing for the $2.6M from this project and the $1.7M match from the Highway 101 Sewer Crossing Project.

Water and Sewer Mainline Master Plan Phase 3c – GHD has submitted the *Draft Sanitary Sewer Main Line Replacement and Rehabilitation Master Plan*, July 2021 detailing which sewer mainline pipes should be replaced first, second, etc. District Staff reviewed the Report and provided comments. We are waiting on their final report, and the Draft Water Mainline Report.

Meanwhile, the District has released the Request for Qualifications for the first mainline replacement design for the replacement of the water and sewer mains on Central Avenue between Sutter and Hiller. Both the water and sewer lines in this section are asbestos cement (AC) dating from the early 1970's. The sewer lines in particular are degrading and in urgent need of replacement. Since we are replacing the sewer lines in this section, it would likely be most efficient and economical to replace the AC waterlines as well. The RFQ was released on August 23rd and is due back on October 8. The intent is to have the design completed in 2022 and then have the work done in the summer of 2023.

SRF Energy Efficiency WWMF Micro-grid Project – Work has started on the installation of the microgrid at the Wastewater Management Facility (WWMF). The current schedule has the construction completed in March 2022, and the facility brought on-line in April 2022. We will update the Board as we go on how well the construction is going.

TESLA Batteries – Tesla has generally completed the battery installations at our Ramey/North Bank Water Pump Station and Fischer Sewer Lift Station sites and the final commissioning completed. The Permission to Operate from PG&E is estimated to be granted in November for both stations.

Mad River Restoration Project – The grant funding for the final design and construction of the Mad River Restoration project has been secured. Funding has been secured by CalTrout from NOAA, the Wildlife Conservation Board, USFWS and the State Coastal Conservancy in the amount of approximately $1.53M. Permits have been finalized, including the Coastal Development Permit from the Coastal Commission. Meanwhile, CalTrout is moving forward on the final design and construction bid documents. The District has had several meetings with CalTrout and their engineers to determine where excess soils suitable soils can be spread on the Pialorsi site to amend the existing soils. The use of soils from the percolation ponds on the

Fischer/Pialorsi sites has been approved in the District's NPDES permit. It is expected that the rehabilitation work will be performed from August 15 through October 15, 2022.

Sewer Undercrossing Project – GHD has completed and submitted the Phase 1 reports to CalOES and FEMA for this project. The 30% Basis of Design Report as well as the biological and cultural resource environmental reports were formally submitted the first part of February. This completes the District's tasks agreed to under Phase 1 of the Hazard Mitigation Grant. FEMA now needs to complete their National Environmental Policy Act (NEPA) review and issue a Finding of No Significant Impact (FONSI) to release the Phase 2 funding of the grant. We have requested a status updated from CalOES and have heard that the NEPA process review has been started by FEMA, but we have yet to hear any schedule for completion.

The 30% Basis of Design Report also had an Opinion of Probably Construction Cost for the three crossing of $5,650,000. This is $3,513,000 more that the Hazard Mitigation Grant construction cost estimate. The overall estimated construction, engineering, and permitting costs is $6,760,130 or $3,512,800 more than the original grant cost estimate. District Staff completed a formal letter request and submitted it to CalOES staff to see if there is additional grant funding available in this Hazard Mitigation Grant disaster request. We have had some back and forth with CalOES on the request and have clarified some information, but we have not heard back yet if there are enough additional funding to cover the increased cost estimate. If there is available grant funding to cover a portion of this cost, at a minimum, the District's share would still approximately double from $801,100 to $1,690,033. We will discuss funding options with the Board at the September Board Meeting.

Pialorsi Ranch Property – GHD has begun working on the new recycled water grant to facilitate the irrigation design. They performed infiltration studies and soil assessment at the end of March. However, the County has required a Coastal Development Permit for the installation of the monitoring wells to monitor groundwater elevations. The CDP application was submitted back in May and was finally approved at the August 19th Zoning Administrator's Meeting. The driller is schedule for October to install the monitoring wells.

The Sousa's have begun on the next round of the house improvements including replacing window, upgrading bathrooms, etc. Their work on the outside and surrounding grounds has been outstanding. They are helping tremendously to turn the house and grounds into a true District asset.

Andy Titus, the current leaseholder for the Fischer and Pialorsi properties has planted corn on most of the property, which is coming in nicely and should be harvested in October. Operations Director Henry continues to coordinate with Mr. Titus on working on both properties and it has been a good working relationship.

Reporting by Sheriff's office, County Public Work, County DHHS – A regular meeting has been scheduled with President Mayo, GM Kaspari, Supervisor Madrone, and Maya Conrad, the

current President of the McKinleyville Municipal Advisory Committee (MMAC), to occur on the last Monday of every month to discuss various topics of concern to all three organizations and the community. This month the meeting was cancelled due to numerous conflicts.

Grant Applications – As mentioned in previous GM Reports, the $15,000 Community Forest Technical Assistance grant from the North Coast Resource Partnership to assist with a Forest Management Plan has been funded. The Consultants, BBW, are moving forward on finalizing the Draft Forest Management Plan. We anticipate that the Draft Plan will be presented to the Board at the November Board Meeting. This is reported under Parks & Rec Director's Community Forest Report.

The McCluski Tanks and the Mad River Crossing Hazard Mitigation grant applications were submitted to CalOES in March. We received a request for additional information on both grant applications and responded to those requests. We have not heard anything on the grant approvals.

Parks & Rec. Director Frisbee also submitted the Prop. 68 Parks grant for the Skate Park, upgrades to Azalea Hall and Pierson Park, and the BMX site development as reported in Parks & Recreation Directors Frisbee's report. She is also working on the Recreational and Tourism grants from the State.

We have also been discussing the CalTrans Clean California Local Grant Program, which is part of a two-year program through which approximately $296 million in funds will go to local communities to beautify and improve local streets and roads, tribal lands, parks, pathways, and transit centers to clean and enhance public spaces through the combination of adding beautification measures and art in public spaces along with the removal of litter and debris.

Meetings –The General Manager was on vacation for much of September and didn't attend as many meetings as usual. The meetings in September included a MMAC Meeting, cSDA webinar on Covid funding, several Microgrid construction meetings, Mad River Restoration project design meetings, and EOP meeting, and Cabinet meetings with Staff every week..

Attachments:

- Attachment 1 – WWMF Monthly Self-Monitoring Report

PHYSICAL ADDRESS:

1656 SUTTER ROAD
McKINLEYVILLE, CA 95519

MAILING ADDRESS:

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McKINLEYVILLE, CA 95519

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R.W.Q.C.B. NORTH COAST REGION
5550 SKYLANE BLVD., SUITE A
SANTA ROSA, CA 95403

September 20, 2021

RE: MONTHLY MONITORING REPORT

Dear Justin:

Enclosed is the Monthly Monitoring Report for August 2021 for McKinleyville Community Services District Wastewater Management Facilities WDID NO. 1B82084OHUM, operating under Order Number R1-2018-0032.

The normal discharge of effluent was 31 days going to 002, 004 and 006. The required monitoring and water quality constituents that were tested and reported was in compliance in August.

Effluent Limitations Parameters	Units	Average Monthly	Average Weekly	Avg. % Removal	Max Daily	Instant Max	Instant Min	Results
Monitoring Location EFF- 001								
BOD	mg/L	30	45	>85				Compliance
TSS	Mg/L	30	45	>85				Compliance
PH	s.u.					6.5	8.5	Compliance
Settleable Solids	ml/L	0.1			0.2			Compliance
Chlorine Total Residual	mg/L	0.1			0.2			Compliance
Carbon Tetrachloride	ug/L	.25			.75			Compliance
Ammonia Impact Ratio	mg/L	1.0			1.0			Compliance
Dichlorobromomethane	ug/L	.56			1.4			Compliance
Monitoring Location LND-001, REC-001								
Nitrate		10						Compliance
PH		6.0- 9.0	6.0 – 9.0					Compliance

Total Coliform Organisms MPN/100 ml. The Monthly Median not to exceed MPN of 23 and the daily maximum not to exceed MPN of 240. The reported results for the month of August are as follows. Median was <1.8 and a Maximum of <1.8. Five samples were collected in the month of August and was in compliance.

Monthly River Monitoring was conducted in August.

Started Land Discharge on May 3rd.

McKINLEYVILLE COMMUNITY SERVICES DISTRICT WASTEWATER MANAGEMENT FACILITY MONITORING DATA

MONTH: August 2021

DATE	INFLUENT FLOW M.G.D.	EFFLUENT FLOW M.G.D.	EFFLUENT MAXIMUM GPM	RIVER CFS	RIVER Dilution	INFLUENT MONITORING B.O.D. mg/L	INFLUENT MONITORING TSS mg/L	EFFLUENT MONITORING pH	EFFLUENT MONITORING (C°) TEMP	EFFLUENT MONITORING B.O.D. mg/L	EFFLUENT MONITORING TSS mg/L	EFFLUENT MONITORING Cl_2 RES.	EFFLUENT MONITORING RIVER Cl_2 RES	EFFLUENT MONITORING SETTLEABLE SOLIDS	EFFLUENT MONITORING TOTAL COLIFORM	RSW-001 TIME	RSW-001 PH	RSW-001 TEMP	RSW-001 D.O	RSW-002 TIME	RSW-002 PH	RSW-002 TEMP	RSW-002 D.O
1	0.824	0.544	730	N/A	N/A			7.4	19.0			1.7	N/A										
2	0.820	0.801	1080	N/A	N/A			7.4	18.3			1.9	N/A		<1.8	10:40	7.5	18.7	9.1	10:50	7.7	19.7	9.7
3	0.805	0.846	1160	N/A	N/A			7.4	19.1			2.1	N/A										
4	0.810	0.878	1151	N/A	N/A			7.4	17.9			1.6	N/A										
5	0.804	0.852	1188	N/A	N/A			7.3	18.8			2.0	N/A										
6	0.810	0.720	1134	N/A	N/A	360	210	7.3	19.2	5.5	3.8	2.1	N/A	<0.1									
7	0.809	0.661	767	N/A	N/A			7.4	19.5			2.0	N/A										
8	0.864	0.660	758	N/A	N/A			7.4	19.8			2.2	N/A										
9	0.827	0.903	1141	N/A	N/A			7.3	19.3			2.5	N/A		<1.8								
10	0.806	0.905	1118	N/A	N/A			7.2	20.7			1.8	N/A			15:40	7.6	20.8	8.5	15:50	8.4	21.6	9.9
11	0.815	0.861	1112	N/A	N/A			7.2	18.2			1.7	N/A										
12	0.813	0.879	1232	N/A	N/A			7.4	18.6			2.1	N/A										
13	0.800	0.765	1080	N/A	N/A	230	100	7.5	18.8	4.8	2.4	1.8	N/A	<0.1									
14	0.817	0.738	830	N/A	N/A			7.1	18.8			1.7	N/A										
15	0.859	0.735	831	N/A	N/A			7.1	19.1			1.5	N/A										
16	0.832	0.928	1116	N/A	N/A			7.4	19.0			2.4	N/A		<1.8								
17	0.813	0.894	1099	N/A	N/A			7.3	19.2			2.0	N/A			11:25	7.9	21.6	7.6	11:35	7.7	21.3	7.6
18	0.806	0.869	1130	N/A	N/A			7.5	18.7			2.0	N/A										
19	0.800	0.862	1115	N/A	N/A			7.4	18.6			2.2	N/A										
20	0.808	0.743	952	N/A	N/A	340	170	7.3	19.1	6.5	2.6	1.7	N/A	<0.1									
21	0.805	0.740	872	N/A	N/A			7.2	19.2			1.8	N/A										
22	0.836	0.735	741	N/A	N/A			7.3	19.1			2.0	N/A										
23	0.818	0.927	1130	N/A	N/A			7.2	18.5			2.3	N/A		<1.8								
24	0.813	0.896	1124	N/A	N/A			7.3	18.1			1.8	N/A			15:25	7.3	20.7	8.9	15:35	7.2	20.4	10.3
25	0.798	0.885	1140	N/A	N/A			7.0	18.3			1.9	N/A										
26	0.792	0.886	1121	N/A	N/A			7.1	19.0			2.0	N/A										
27	0.805	0.774	1080	N/A	N/A	260	150	7.2	19.2	5.0	1.6	1.9	N/A	<0.1									
28	0.822	0.769	773	N/A	N/A			7.2	19.2			1.8	N/A										
29	0.893	0.765	859	N/A	N/A			7.2	19.1			1.7	N/A										
30	0.824	1.016	1164	N/A	N/A			7.4	18.1			2.4	N/A		<1.8								
31	0.800	0.971	1109	N/A	N/A			7.4	18.5			1.9	N/A										

MONTHLY TESTS EFF-001 DISCHARGE TO RIVER

Ammonia Impact	Ammonia	Nitrate	Hardness	Phosphorus	Bis Phthalate	Carbon Tetrachloride	Chlorodibromomethane	Dichlorobromomethane	Turbidity % Increase
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

MONTHLY TESTS LND-001 , REC-001 DISCHARGE TO PERC PONDS and LAND

Organic nitrogen	TDS	AMMONIA	NITRATE	NITRITE	SODIUM	CHLORIDE	BORON
1.00	270	0.63	0.13	ND	33	48	270

MONTHLY RIVER RSW-001

TDS	Hardness	Ammonia	Conductivity	Turbidity
140	120	ND	208	0.5

MONTHLY RIVER RSW-002

TDS	Hardness	Ammonia	Conductivity	Turbidity
4700	900	ND	1404	0.6

ACUTE TOXICITY		
Date	Species	% Survival
	Rainbow Trout	NA

Quarterly Tests	Value in ug/L
Bromoform	ND
Chloroform	3.23

BOD & TSS	BOD mg/L	BOD LBS/DAY	BOD % Removal	TSS mg/L	TSS LBS/DAY	TSS % Removal
30 DAY AVERAGE	5	34	98	3	16	98

EFF-001
REC-001
Quarterly
Permit Exceedance

Signature:_____

Remarks:_____

McKINLEYVILLE COMMUNITY SERVICES DISTRICT
WASTEWATER MANAGEMENT FACILITY
EFFLUENT DISCHARGE DISPOSAL

August 2021

Dischrange Monitoring DATE	**INF-001** INFLUENT MGD	**EFF-001** EFFLUENT MGD	MAXIMUM GPM	**002 LND-001** N.POND MGD	**002 LND-001** S.POND MGD	**004 REC-001** FISCHER MGD UPPER	**003 REC-001** FISCHER MGD LOWER	**006 REC-001** PIALORSI MGD	**005 REC-001** HILLER MGD	IRRGATE TOTAL MGD	**001 EFF-001** RIVER MGD
1	0.824	0.544	730		0.544					0.000	0.000
2	0.820	0.801	1080		0.317	0.250		0.234		0.484	0.000
3	0.805	0.846	1160			0.756		0.090		0.846	0.000
4	0.810	0.878	1151			0.796		0.082		0.878	0.000
5	0.804	0.852	1188			0.761		0.091		0.852	0.000
6	0.810	0.720	1134		0.358	0.329		0.033		0.362	0.000
7	0.809	0.661	767		0.661					0.000	0.000
8	0.864	0.660	758		0.660					0.000	0.000
9	0.827	0.903	1141		0.248	0.546		0.109		0.655	0.000
10	0.806	0.905	1118			0.804		0.101		0.905	0.000
11	0.815	0.861	1112			0.767		0.094		0.861	0.000
12	0.813	0.879	1232			0.787		0.092		0.879	0.000
13	0.800	0.765	1080		0.384	0.345		0.036		0.381	0.000
14	0.817	0.738	830		0.738					0.000	0.000
15	0.859	0.735	831		0.735					0.000	0.000
16	0.832	0.928	1116		0.276	0.549		0.103		0.652	0.000
17	0.813	0.894	1099			0.805		0.089		0.894	0.000
18	0.806	0.869	1130			0.783		0.086		0.869	0.000
19	0.800	0.862	1115			0.768		0.094		0.862	0.000
20	0.808	0.743	952		0.384	0.322		0.037		0.359	0.000
21	0.805	0.740	872		0.740					0.000	0.000
22	0.836	0.735	741		0.735					0.000	0.000
23	0.818	0.927	1130		0.277	0.491		0.159		0.650	0.000
24	0.813	0.896	1124			0.734		0.162		0.896	0.000
25	0.798	0.885	1140			0.734		0.151		0.885	0.000
26	0.792	0.886	1121			0.728		0.158		0.886	0.000
27	0.805	0.774	1080		0.401	0.306		0.067		0.373	0.000
28	0.822	0.769	773		0.769					0.000	0.000
29	0.893	0.765	859		0.765					0.000	0.000
30	0.824	1.016	1164		0.288	0.560		0.168		0.728	0.000
31	0.800	0.971	1109			0.815		0.156		0.971	0.000
TOTAL	25.348	25.408		0.000	9.280	13.736	0.000	2.392	0.000	16.128	0.000
AVERAGE	0.818	0.820	1019	0.000	0.000	0.000	0.000	0.000	0.000	0.520	0.000
MAXIMUM	0.893	1.016	1232	0.000	0.769	0.815	0.000	0.234	0.000	0.971	0.000
MINIMUM	0.792	0.544	730	0.000	0.248	0.250	0.000	0.033	0.000	0.000	0.000
DAYS	31	31		0	18	22	0	22	0	22	0

DAYS WITH NO DISCHARGE = 1