

***Mission statement of McKinleyville Community Services District:***  
*“Provide McKinleyville with safe and reliable water, wastewater, lighting, open space, parks and recreation, and library services in an environmentally and fiscally responsible manner.”*

**NOTICE IS HEREBY GIVEN THAT A REGULAR MEETING OF THE  
MCKINLEYVILLE COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS  
WILL BE HELD AT:**

**Azalea Hall  
1620 Pickett Road  
McKinleyville, California**

**Wednesday, June 4, 2014**  
**Closed Session Meeting: 6:00 P.M.**  
**Regular Meeting: 7:00 P.M.**

**AGENDA**

**Closed Session Meeting: 6:00 P.M.**

**A.1 CALL TO ORDER**

**A.2 ROLL CALL**

**A.3 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.*

**A.3.a CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION-  
MCKINLEYVILLE COMMUNITY SERVICES DISTRICT v COUNTY OF  
HUMBOLDT, BOARD OF SUPERVISORS OF THE COUNTY OF  
HUMBOLDT, CASE NO. CV110632 LITIGATION, pursuant to  
Government Code § 54956.9(a).**

**A.3.b PUBLIC EMPLOYEE PERFORMANCE EVALUATION (California  
Government Code § 54954.5 and 54957) Title: General Manager—  
Gregory Orsini**

**A.4 REPORT OUT OF CLOSED SESSION**

## Regular Meeting 7:00 pm

### **A.5 PLEDGE OF ALLEGIANCE**

### **A.6 ADDITIONS TO AGENDA**

*Items may be added to the Agenda in accordance with Section 54954.2(b)(2) of the Government Code (Brown Act), upon a determination by two-thirds vote of the members of the legislative body present at the time of the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the McKinleyville Community Services District after the Agenda was posted.*

### **A.7 APPROVAL OF THE AGENDA**

### **B. PUBLIC HEARINGS**

*These are items of a Quasi-Judicial or Legislative nature. Public comments relevant to these proceedings are invited.*

### **NO PUBLIC HEARING SCHEDULED**

### **C. PUBLIC COMMENT AND WRITTEN COMMUNICATIONS**

*Any person may address the Board at this time upon any subject not identified on this Agenda but within the jurisdiction of the McKinleyville Community Services District; however, any matter that requires action will be referred to staff for a report of action at a subsequent Committee or Board meeting. As to matters on the Agenda, an opportunity will be given to address the Board when the matter is considered. **Comments are limited to 3 minutes.** Letters should be used for complex issues.*

### **D. CONSENT CALENDAR**

*Consent Calendar items are expected to be routine and non-controversial, to be acted upon by the Board of Directors at one time without discussion. If any Board member, staff member, or interested person requests that an item be removed from the Consent Calendar, it shall be removed so that it may be acted upon separately.*

- D.1 Consider Approval of Minutes from the Board of Directors' May 7, 2014 Regular Meeting **Pg. 5**
- D.2 Consider approval of April 2014 Treasurer's Report **Pg. 9**
- D.3 No DCV Violations this month.
- D.4 Approve recreation program fees as presented in the 2014 Summer Recreation Activity Guide **Pg. 32**

- D.5 Approve Consumer Confidence Report for Inclusion in June Newsletter **Pg. 42**

Attachment 1- Consumer Confidence Report 2013a  
**Pg. 44**

Attachment 2- Consumer Confidence Report 2013b  
**Pg. 48**

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

- E.1 Adopt Resolution 2014-18 Proclaiming July as Parks Make Life Better! Month **Pg. 52**  
Attachment 1 Resolution 2014-18 **Pg. 53**

- E.2 Review and consider authorizing approval and execution of the First Amendment to the Special Facilities Agreement between McKinleyville Community Services District, Humboldt Bay Municipal Water District, City of Arcata and City of Eureka **Pg. 55**  
Attachment A - Special Facilities Agreement **Pg. 57**  
Attachment B - Amendment to Special Facilities Agreement **Pg. 65**

- E.3 Consider Local Agency Formation Commission (LAFCo) Election for Special District Representative **Pg. 67**  
Attachment 1- LAFCo Election Information, Candidate Qualifications & Election Ballot **Pg. 69**

- E.4 Consider Adopting Procedure to Draft Integrated Pest Management Plan for MCSD **Pg. 72**  
Attachment 1- IMP Plan Power Point **Pg. 74**

- E.5 Approve FY 2014/15 Final Budget and Strategic Plan **Pg. 77**  
Attachment 1- FY 2014/15 Budget **Pg. 79**  
Attachment 2- Resolution 2014-19 **Pg. 122**

## **F. REPORTS**

*No specific action is required on these items, but the Board may discuss any particular item as required.*

### **F.1. ACTIVE COMMITTEE REPORTS**

- a. Recreation Advisory Committee (Wheeler/Couch (alternate))
- b. Area Fund (John Kulstad)

- c. Redwood Region Economic Development Commission  
(Mayo/Edwards (alternate))
- d. McKinleyville Senior Center Advisory Committee (Edwards)
- e. Audit (Corbett/Edwards)
- f. Employee Negotiations (Couch/Edwards)
- g. Water Task Force (Wheeler/Corbett (alternate))
- h. AdHoc No Drugs & Toxics Down the Drain (Wheeler/Couch  
(alternate))
- i. McKinleyville Municipal Advisory Committee  
(Edwards/Corbett (alternate))

**F.2. STAFF REPORTS**

- a. Support Services Department (Colleen M.R.Trask) **Pg. 123**
- b. Operations Department (James Henry) **Pg. 124**
- c. Parks and Recreation Department (Jason Sehon) **Pg. 126**
- d. General Manager (Greg Orsini) **Pg. 129**
- Attachment 1- WWMF Report from April 2014 **Pg. 131**

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

**F.4. BOARD MEMBERS' COMMENTS, ANNOUNCEMENTS, REPORTS  
AND AGENDA ITEM REQUESTS**

**G. ADJOURNMENT**

**Posted 5:00 pm on May 30, 2014**



**MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT  
HELD ON WEDNESDAY, MAY 7, 2014 AT 7:00PM  
AZALEA HALL, 1620 PICKETT ROAD, MCKINLEYVILLE, CA.**

**AGENDA ITEM A.1 thru A.3 – CALL TO ORDER, ROLL CALL, And PLEDGE OF ALLEGIANCE:** The regular meeting of the Board of Directors of McKinleyville Community Services District convened at 7:02pm with the following Directors and staff in attendance:

David Couch, President  
Helen Edwards, Director  
George Wheeler, Director

Gregory Orsini, General Manager  
Colleen M.R. Trask, Finance Director  
James Henry, Operations Director  
Lesley Frisbee, Recreation Supervisor  
Becky Schuette, Board Secretary  
Sharon Denison, Ret. Board Secretary

President Couch led the pledge of allegiance.

**AGENDA ITEM A.4 ADDITIONS TO THE AGENDA:** General Manager Greg Orsini made an amendment to Agenda Item A.1 that “Call to Oder” be corrected to “Call to Order.” President Couch asked for public input and no public input was offered.

**AGENDA ITEM A.5 – APPROVAL OF THE AGENDA:**

**MOTION:** It was moved to approve the agenda. Motion Edwards; second by Wheeler

**MOTION VOTE:** Ayes: Couch, Edwards and Wheeler  
Nays: None  
Absent: Corbett, Mayo  
Abstain: None

**MOTION SUMMARY:** Motion Passed –3 Ayes; 0 Nays

**AGENDA ITEM B – PUBLIC HEARINGS:**

**B.1 Public Hearing on the proposed assessment and the formation of the Street Light Zone #97 and Consider Adopting Resolution 2014-16 for Street Light Zone #97:** General Manager Greg Orsini reported that Proposition 218 lays out very definitive processes to initiate street lighting in landscaping act. The initiation resolution was previously approved by the board. The owner of the street light zone was provided an engineer report and a ballot and he has accepted the assessment to the street light zone #97. Ballot included in report. This was a public hearing for the opportunity to protest formation of Street Light Zone #97 and staff requested the Board review the ballot packet and discuss the formation of the zone. President Couch opened the public hearing and closed with no comments received.

**MOTION:** It was moved to adopt Resolution 2014-16 for the formation of Street Light Zone #97.

Motion by Edwards, second by Wheeler

**ROLL CALL VOTE:** Ayes: Couch, Edwards, and Wheeler  
Nays: None  
Absent: Corbett, Mayo  
Abstain: None

**MOTION SUMMARY:** Motion Passed – 3 Ayes; 0 Nays

**AGENDA ITEM C - PUBLIC COMMENT AND WRITTEN COMMUNICATIONS:** President Couch opened public input and closed with no comments received.

#### **AGENDA ITEM D – CONSENT CALENDAR:**

- D.1 Consider approval of the minutes of the Board of Directors' Regular Meeting of April 2, 2014
  - D.2 Consider approval of March 2014 Treasurer's Report
  - D.3 No DCV Violations this month
  - D.4 Consider approval of Party Program fee increases for the McKinleyville Activity Center
  - D.5 Consider Approval of a Facilities Extension Agreement for Central Estates Subdivision Phase 2C
- There was no Board discussion and no public comment received.

**MOTION:** It was moved to adopt the consent calendar item D.1 through D.5.

Motion by Edwards; second by Wheeler

**MOTION VOTE:** Ayes: Couch, Edwards, and Wheeler  
Nays: None  
Absent: Corbett, Mayo  
Abstain: None

**MOTION SUMMARY:** Motion Passed –3 Ayes; 0 Nays

#### **AGENDA ITEM E – CONTINUED AND NEW BUSINESS:**

**E.1 Consider Adoption of Resolution 2014-17 recognizing, honoring and commending Lesley Frisbee for ten (10) years service:** General Manager Orsini presented and read aloud Resolution 2014-17 in honor of Lesley Frisbee's ten years of faithful service. A plaque and signed resolution were presented to Lesley by President Couch and General Manager Greg Orsini. General Manager Orsini praised her as a valuable member of the staff.

**MOTION:** It was moved to adopt Resolution 2014-17 to honor Lesley Frisbee for ten years of service.

Motion by Edwards; second by Wheeler

**ROLL CALL VOTE:** Ayes: Couch, Edwards, and Wheeler  
Nays: None  
Absent: Corbett, Mayo  
Abstain: None

**MOTION SUMMARY:** Motion Passed – 3 Ayes; 0 Nays

**E.2 Consider participation in household hazardous waste collection event at Pierson Park Saturday, July 26, 2014:** Brent Whitener, programs manager for Humboldt Waste Management Authority, spoke from the podium and extended salutations and greetings from his board and executive director and thanked General Manager Orsini and the Board for a chance to address the Board. Mr. Whitener reported that for the sixth year in a row there will be a "road show" for household hazardous waste and reiterated that McKinleyville always offers strong participation. Mr. Whitener briefly reviewed how the cost share worked. Whitener also reported that for the very first time outside the Eureka transfer station, they will be accepting household appliances that may contain Freon or mercury switches. HWMA requested that the Board approve a 30% cost share not to exceed \$10,000 total. There was no public comment received.

**MOTION:** It was moved to participate in the household hazardous waste collection event to be held at Pierson Park on Saturday July 26, 2014 with a 30% cost share not to exceed \$10,000 total.

Motion by Edwards; second by Wheeler

**ROLL CALL VOTE:** Ayes: Couch, Edwards, and Wheeler  
Nays: None  
Absent: Corbett, Mayo  
Abstain: None

**MOTION SUMMARY:** Motion Passed – 3 Ayes; 0 Nays

At this time it was requested by General Manager Orsini that the Board discuss agenda item E.4 prior to E.3 so that an audience attendee could leave if not needed for questions. Board agreed to hear E.4 first.

**E.4 Approve Professional Services Agreement for California Environmental Act (CEQA) Compliance Related to Wastewater Management Facility (WWMF) Improvement Project:** Greg Orsini, General Manager, presented this item and Pat Kaspari from GHD was present for questions. The General Manager read aloud the discussion points for the action and Board recommendations and reviewed the fiscal analysis. The Board had no questions or comments.

**MOTION:** It was moved to approve the budget amendment of \$43,875 and authorize the General Manager to enter into an agreement with GHD to provide services for California Environmental Act Documents related to Wastewater Management Facility Improvement Project.

Motion by Edwards; second by Wheeler

**ROLL CALL VOTE:** Ayes: Couch, Edwards, and Wheeler

Nays: None

Absent: Corbett, Mayo

Abstain: None

**MOTION SUMMARY:** Motion Passed – 3 Ayes; 0 Nays

The Board then proceeded to discuss agenda Item E.3.

**E.3 Review Water/Sewer/Streetlights DRAFT Operating Budget:** Colleen Trask, Finance Director, reported that the draft Water/Sewer/Streetlights operating budget was not vastly different from previous years. She referred to her attachment on page 58 of the Board packet. She explained that the surplus in water and sewer is part of the new rate structure which was intended to fund the loss in the reserve and the rest is needed to fill the reserves and fund future CIP project. There were no public comments or questions. Director Wheeler was pleased to see positive numbers in the draft budget. Finance Director Trask advised the Board that the final budget would be on the June agenda for review and formal approval. No vote was required.

#### **AGENDA ITEM F-REPORTS:**

**F.1.a Recreation Advisory Committee (Wheeler/Couch (alternate))**

Director Wheeler reported the committee had met and discussed the Proposed Integrated Pest Management Plan which would be applied district wide, not just with Parks and Rec. Wheeler also reported public comment regarding the restricted and unrestricted memorial benches; the formation of a skate park committee to be comprised of skaters countywide; creation of a solar fund and the possibility of portable hydration station at Pierson Park.

**F.1.b Area Fund (John Kulstad)**

Director Edwards had nothing to report other than they will not meet until June.

**F.1.c Redwood Region Economic Development Commission (Mayo/Edwards (alternate))**

Director Edwards reported that Director Mayo had attended and may have something to report at the next meeting.

**F.1.d McKinleyville Senior Center Advisory Committee (Edwards)**

Director Edwards reported that the committee did not meet

**F.1.e Audit (Corbett/Edwards)**

Director Edwards reported no updates

**F.1.f Employee Negotiations (Couch/Edwards)**

Director Edwards reported that this is completed

**F.1.g Water Task Force (Wheeler/Corbett (alternate))**

Director Wheeler reported he had attended the last meeting which included a presentation for new members with an overview of the direction of the task force. He added that the current permit expires in 2022 and the task force would be working on a plan that needs to be in place by 2016 to retain control of local water. General Manager Orsini added that the task force will be reviewing the drought contingency plan to include consideration of level of water in the reservoir and time of year. There was a brief discussion of the Boards role on the task force.

**F.1.h AdHoc No Drugs & Toxics Down the Drain (Wheeler/Couch (alternate))**

Did not meet

**F.1.i McKinleyville Municipal Advisory Committee (Edwards/Corbett (alternate))**

Director Edwards reported that the committee had not met.

**F.2.a SUPPORT SERVICES DEPARTMENT:**

Colleen Trask, Finance Director reported that two months of the RRS have been deposited in a trust account and were being separately tracked and that a recovery chart was displayed on the MCSD website to track this recovery. She reported that the final budget will come to the Board June and will include a review of the strategic plan, the Appropriations Limit calculations and final CIP and budget figures for all funds. She referred to the Treasurer's report which highlights the waster/sewer fund surplus and the explanation of the graphic comparisons on pages 28-32 of the Board packet.

**F.2.b - OPERATIONS DEPARTMENT:**

James Henry, Operations Director provided an update on the Streetlight project which is 99% completed. He briefly reviewed some of the items in his written report.

**F.2.c - PARKS & RECREATION DEPARTMENT:**

Lesley Frisbee, Recreation Supervisor reported on behalf of Parks and Recreation Director Sehon. Director Edwards praised Lesley on the "nice job" that she did that the Leadership Training for Teens. Lesley discussed the collection of books for exchange as well as a future mural and reviewed the schedule for the Pony Express Days events. Director Couch queried Lesley on any resulting complaints from the cancellation of Candyland by Parks and Rec. She indicated that she was only aware of one phone call.

**F.2.d - GENERAL MANAGER:**

Greg Orsini reported that School Road transfer to underground power would begin soon. He was unsure of any street closures that may result. He also reported that Marvin Peachy, the lessee on the Fischer Ranch property is in the process of trying to get the hay that he processes on that ranch be certified as organic. Greg Orsini also discussed the Covered Picnic Area at Pierson Park was moving forward and that they broke ground yesterday after lengthy reduction of cost and having most of the project be handled in house.

**AGENDA ITEM F.3 PRESIDENT'S REPORT:**

President Couch reported that he was excited for the Board attendance at the legislative training and that he would be lobbying for money for infrastructure.

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

Director Edwards had a musical request from James Henry to lead the group in singing happy birthday to new Board Secretary Becky Schuette.  
No other items to report.

**AGENDA ITEM G – CLOSED SESSION DISCUSSION – NO CLOSED SESSION SCHEDULED**

**AGENDA ITEM H – ADJOURNMENT:**

**MOTION:** It was moved to adjourn the meeting at 8:18pm. Motion by Edwards; second by Wheeler

**MOTION VOTE:** Ayes; Couch, Edwards, Wheeler  
Nays; None  
Absent; Corbett, Mayo  
Abstain; None

**MOTION SUMMARY:** Motion Passed-3 AYES; 0 NAYS

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**Sharon Denison, Acting Board Secretary**

**McKinleyville Community Services District  
Treasurer's Report  
April 2014**

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**McKinleyville Community Services District  
Investments & Cash Flow Report  
As of April 30, 2014**

Petty Cash & Change Funds 940.00

**Cash**

<b>Operating &amp; Money Market - Beginning Balance</b>		386,310.74
<b>Cash Receipts:</b>		
Utility Billings	373,268.32	
Money Market Account Interest	36.53	
Transfers from County Funds #2560, #4240	-	
Other Cash Receipts	84,623.30	
<b>Total Cash Receipts</b>		457,928.15
<b>Cash Disbursements:</b>		
Payroll Related Expenditures	(198,762.77)	
Debt Service	(53,210.41)	
Capital & Other Expenditures	(273,982.43)	
<b>Total Cash Disbursements</b>		(525,955.61)
<b>Operating &amp; Money Market - Ending Balance</b>		318,283.28
<b>Total Cash</b>		319,223.28

**Investments** (Interest and Market Valuation will be re-calculated as part of the year-end close, if material)

<b>LAIF - Beginning Balance</b>	128,263.73	
Interest Income	-	
<b>LAIF - Ending Balance</b>		128,263.73
<b>Humboldt Co. #2560 - Beginning Balance</b>	638,294.51	
Property Taxes	315,657.88	
Transfer to/from Operating Cash	-	
Interest Income	808.13	
<b>Humboldt Co. #2560 - Ending Balance</b>		954,760.52
<b>Humboldt Co. #4240 - Beginning Balance</b>	4,686,105.01	
Property Taxes	-	
Transfer to/from Operating Cash	-	
Interest Income	3,446.41	
<b>Humboldt Co. #4240 - Ending Balance</b>		4,689,551.42
<b>Humboldt Co. #9390 - Beginning Balance</b>	133,888.62	
Reserves Recovery Deposits	23,558.50	
Interest Income	-	
<b>Humboldt Co. #9390 - Ending Balance</b>		157,447.12
<b>USDA Bond Reserve Fund - Beginning Balance</b>	137,865.01	
Bond Reserve Payment	7,645.83	
Debt Service Payment	-	
Interest Adjustment	7.29	
<b>USDA Bond Reserve Fund - Ending Balance</b>		145,518.13
<b>Market Valuation Account</b>		(180.00)

**Total Investments** 6,075,360.92

**Total Cash & Investments - Current Month** 6,394,584.20

**Total Cash & Investments - Prior Month** 6,111,222.62

**Net Change to Cash & Investments This Month** 283,361.58

**Cash & Investment Summary**

Cash & Cash Equivalents	5,492,706.99
Davis-Grunsky Loan Reserve	597,442.15
Waste Water Capital Reserve	98,916.93
USDA Bond Reserve	145,518.13
I-Bank Loan Reserve	60,000.00
<b>Total Cash &amp; Investments</b>	6,394,584.20

**McKinleyville Community Services District**  
**Consolidated Balance Sheet by Fund**  
**As of April 30, 2014**

	Governmental Funds			Proprietary Funds		
	Parks & General	Measure B	Streetlights	Water	Wastewater	Total (Memorandum Only)
<b><u>ASSETS</u></b>						
<b>Current Assets</b>						
Unrestricted cash & cash equivalents	\$ 946,554.10	\$ 314,298.08	\$ (161,298.65)	\$ 918,036.38	\$ 3,474,842.08	\$ 5,492,431.99
Accounts receivable	2,120.29	-	3,315.95	248,350.76	155,741.47	409,528.47
Prepaid expenses & other current assets	12,884.22	-	436.13	71,778.95	34,509.60	119,608.90
<b>Total Current Assets</b>	<b>961,558.61</b>	<b>314,298.08</b>	<b>(157,546.57)</b>	<b>1,238,166.09</b>	<b>3,665,093.15</b>	<b>6,021,569.36</b>
<b>Noncurrent Assets</b>						
Restricted cash & cash equivalents	171,213.67	-	-	657,442.15	251,871.61	1,080,527.43
Other noncurrent assets	4,454.00	-	-	-	-	4,454.00
Capital assets (net)	-	-	-	6,950,668.80	11,695,578.56	18,646,247.36
<b>Total Noncurrent Assets</b>	<b>175,667.67</b>	<b>-</b>	<b>-</b>	<b>7,608,110.95</b>	<b>11,947,450.17</b>	<b>19,731,228.79</b>
<b>TOTAL ASSETS</b>	<b>\$ 1,137,226.28</b>	<b>\$ 314,298.08</b>	<b>\$ (157,546.57)</b>	<b>\$ 8,846,277.04</b>	<b>\$ 15,612,543.32</b>	<b>\$ 25,752,798.15</b>
<b><u>LIABILITIES &amp; FUND BALANCE/NET ASSETS</u></b>						
<b>Current Liabilities</b>						
Accounts payable & other current liabilities	\$ 68,692.17	\$ -	\$ 364.79	\$ 194,400.20	\$ 43,839.60	\$ 307,296.76
Accrued payroll & related liabilities	72,641.26	-	-	36,451.18	36,451.18	145,543.62
<b>Total Current Liabilities</b>	<b>141,333.43</b>	<b>-</b>	<b>364.79</b>	<b>230,851.38</b>	<b>80,290.78</b>	<b>452,840.38</b>
<b>Noncurrent Liabilities</b>						
Long-term debt	-	-	-	3,217,441.00	990,033.97	4,207,474.97
Other noncurrent liabilities	4,454.00	-	-	204,042.01	205,498.16	413,994.17
<b>Total Noncurrent Liabilities</b>	<b>4,454.00</b>	<b>-</b>	<b>-</b>	<b>3,421,483.01</b>	<b>1,195,532.13</b>	<b>4,621,469.14</b>
<b>TOTAL LIABILITIES</b>	<b>145,787.43</b>	<b>-</b>	<b>364.79</b>	<b>3,652,334.39</b>	<b>1,275,822.91</b>	<b>5,074,309.52</b>
<b>Fund Balance/Net Assets</b>						
Fund balance	199,543.26	314,298.08	(157,911.36)	-	-	355,929.98
Net assets	791,895.59	-	-	1,460,714.85	3,631,175.82	5,883,786.26
Investment in capital assets, net of related debt	-	-	-	3,733,227.80	10,705,544.59	14,438,772.39
<b>Total Fund Balance/Net Assets</b>	<b>991,438.85</b>	<b>314,298.08</b>	<b>(157,911.36)</b>	<b>5,193,942.65</b>	<b>14,336,720.41</b>	<b>20,678,488.63</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCE/NET ASSETS</b>	<b>\$ 1,137,226.28</b>	<b>\$ 314,298.08</b>	<b>\$ (157,546.57)</b>	<b>\$ 8,846,277.04</b>	<b>\$ 15,612,543.32</b>	<b>\$ 25,752,798.15</b>
Difference in Reclass from Cap Assets to Net Assets:						
Investment in General Capital Assets	<b>\$ 3,517,785.69</b>					
<b>General Long-term Liabilities</b>						
OPEB Liability	147,783.23					
Accrued Compensated Absences	29,647.36					
<b>TOTAL GENERAL LONG-TERM LIABILITIES</b>	<b>\$ 177,430.59</b>					

**McKinleyville Community Services District**  
**Activity Summary by Fund, Original Budget**  
**April 2014**

Department Summaries	April	YTD	Original YTD Budget	Over (Under) YTD Budget	Over (Under) YTD Budget %	Notes
<b><u>Water</u></b>						
Water Sales	198,282	1,722,430	1,757,574	(35,144)	-2.00%	
Other Revenues	26,658	512,443	215,875	296,568	137.38%	YTD Includes Contributed Capital \$181,815 and Capacity Fees \$131,555
Total Operating Revenues	224,940	2,234,873	1,973,449	261,424	13.25%	
Salaries & Benefits	57,918	582,963	629,028	(46,065)	-7.32%	
Water Purchased	64,707	670,602	688,333	(17,731)	-2.58%	
Other Expenses	24,130	276,607	307,329	(30,722)	-10.00%	Budget is spread evenly across 12 months, but actuals vary with payments
Depreciation	25,250	251,350	241,667	9,683	4.01%	
Total Operating Expenses	172,005	1,781,521	1,866,357	(84,836)	-4.55%	
Net Operating Income	52,935	453,352	107,092	176,588		
Interest Income	1,391	9,734	10,000	(266)	-2.66%	
Interest Expense	(6,447)	(68,701)	(66,919)	1,782	2.66%	
<b>Net Income (Loss)</b>	<b>47,879</b>	<b>394,385</b>	<b>50,173</b>	<b>344,212</b>		
<b><u>Sewer</u></b>						
Sewer Service Charges	139,105	1,456,635	1,416,667	39,968	2.82%	
Other Revenues	25,882	477,448	248,458	228,990	92.16%	Includes Contributed Capital \$206,580 and Capacity Fees \$193,929
Total Operating Revenues	164,987	1,934,083	1,665,125	268,958	16.15%	
Salaries & Benefits	65,975	650,509	632,210	18,299	2.89%	
Other Expenses	33,166	356,985	495,819	(138,834)	-28.00%	Budget is spread evenly across 12 months, but actuals vary with payments
Depreciation	38,550	385,350	385,833	(483)	-0.13%	
Total Operating Expenses	137,691	1,392,843	1,513,862	(121,019)	-7.99%	
Net Operating Income	27,296	541,240	151,263	389,977		
Interest Income	2,332	17,286	16,667	619	3.71%	
Interest Expense	(3,760)	(38,821)	(48,953)	(10,132)	-20.70%	Budget spread evenly across 12 months, but actuals vary w/debt payments
<b>Net Income (Loss)</b>	<b>25,868</b>	<b>519,705</b>	<b>118,977</b>	<b>400,728</b>		
<b>Enterprise Funds Net Income (Loss)</b>	<b>73,746</b>	<b>914,090</b>	<b>169,150</b>	<b>744,940</b>		



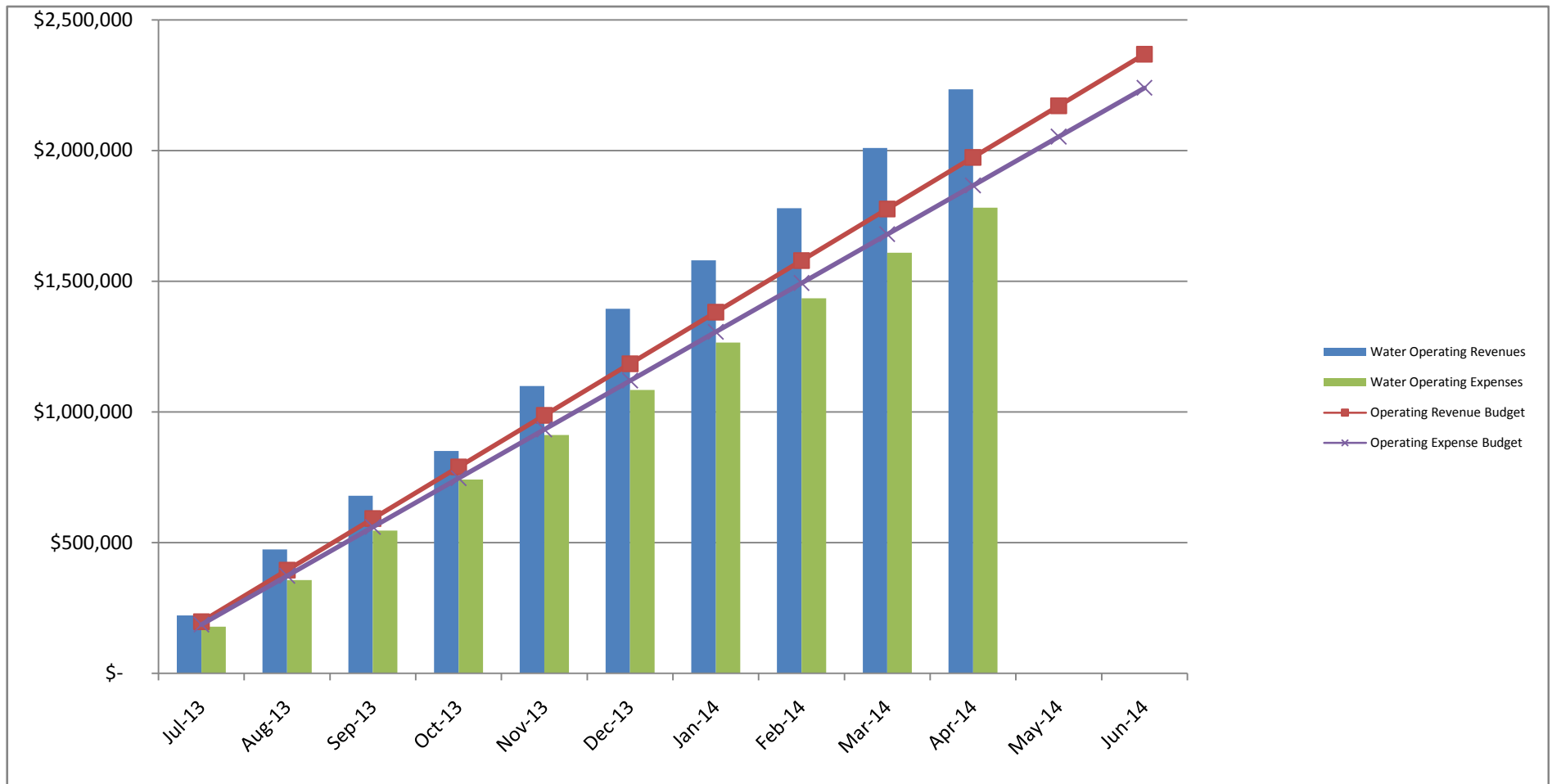
**McKinleyville Community Services District**  
**Activity Summary by Fund, Original Budget**  
**April 2014**

Department Summaries	April	YTD	Original YTD Budget	Over (Under) YTD Budget	Over (Under) YTD Budget %	Notes
<b><u>Parks &amp; Recreation</u></b>						
Program Fees	31,308	272,718	278,583	(5,865)	-2.11%	Rental activity has fallen short of budgeted expectations County Tax remittance scheduled in December and April. 100% now received. Revenue budget spread evenly across 12 months, but actuals vary w/receipts
Rents & Related Fees	3,630	55,698	63,692	(7,994)	-12.55%	
Property Taxes	228,429	489,106	425,000	64,106	15.08%	
Other Revenues	7,391	79,702	152,750	(73,048)	-47.82%	
Interest Income	1,181	3,815	2,625	1,190	45.32%	
Total Revenues	271,939	901,039	922,650	(21,611)	-2.34%	
Salaries & Benefits	60,239	636,452	647,606	(11,154)	-1.72%	Expense budget spread evenly across 12 months, but actuals vary w/payments Purchase of Washington Avenue parcel, playground equipment for Pierson Park
Other Expenditures	15,255	211,984	189,200	22,784	12.04%	
Capital Expenditures	97	169,598	85,833	83,765	97.59%	
Total Expenditures	75,591	1,018,034	922,639	95,395	10.34%	
<b>Excess (Deficit)</b>	<b>196,348</b>	<b>(116,995)</b>	<b>11</b>	<b>(117,006)</b>		
<b><u>Measure B Assessment</u></b>						
Total Revenues	90,771	209,522	174,271	35,251	20.23%	County Tax remittance scheduled in December and April. 100% now received.
Salaries & Benefits	7,256	70,491	79,967	(9,476)	-11.85%	Maintenance salary & supplies expended before Measure B revenue received Expense budget spread evenly across 12 months, but actuals vary w/payments
Other Expenditures	443	2,709	7,083	(4,374)	-61.75%	
Capital Expenditures	10,138	95,051	86,518	8,533	9.86%	
Total Expenditures	17,836	168,251	173,568	(5,317)	-3.06%	
<b>Excess (Deficit)</b>	<b>72,935</b>	<b>41,271</b>	<b>703</b>	<b>40,568</b>		
<b><u>Street Lights</u></b>						
Total Revenues	7,588	88,889	157,000	(68,111)	-43.38%	PG&E loan proceeds will not be received until LED project is complete
Salaries & Benefits	3,820	38,773	33,166	5,607	16.90%	LED project - fixtures received and installation proceeding
Other Expenditures	3,402	35,804	36,675	(871)	-2.37%	
Capital Expenditures	-	101,112	83,333	17,779	21.34%	LED project - fixtures received and installation proceeding
Total Expenditures	7,222	175,689	153,174	22,515	14.70%	
<b>Excess (Deficit)</b>	<b>366</b>	<b>(86,800)</b>	<b>3,826</b>	<b>90,626</b>		
<b>Governmental Funds Excess (Deficit)</b>	<b>269,649</b>	<b>(162,524)</b>	<b>4,540</b>	<b>(167,064)</b>		

# McKinleyville Community Services District

## April 2014

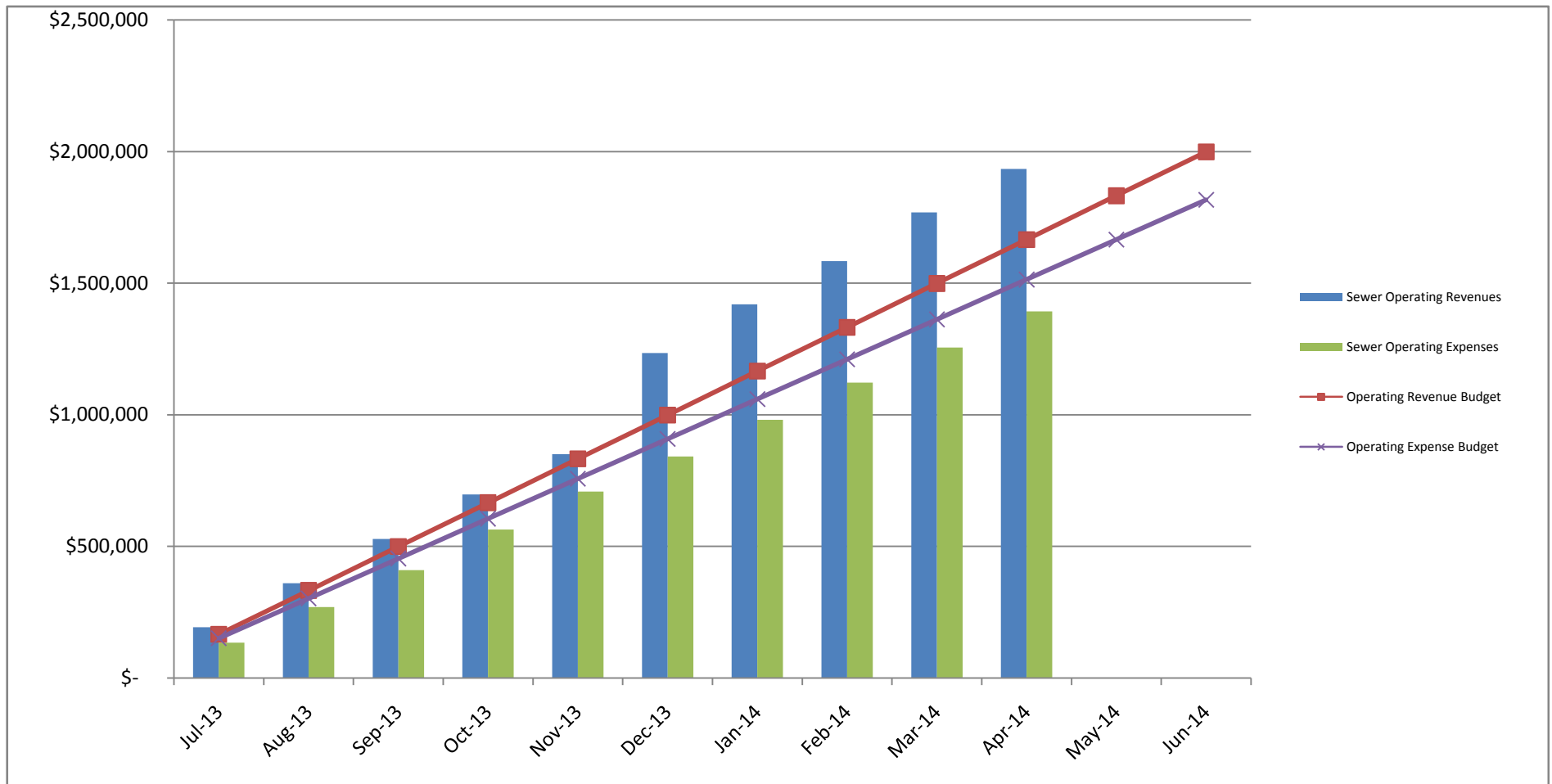
### Comparison of Water Fund Operating Revenues & Expenses to Budget



# McKinleyville Community Services District

## April 2014

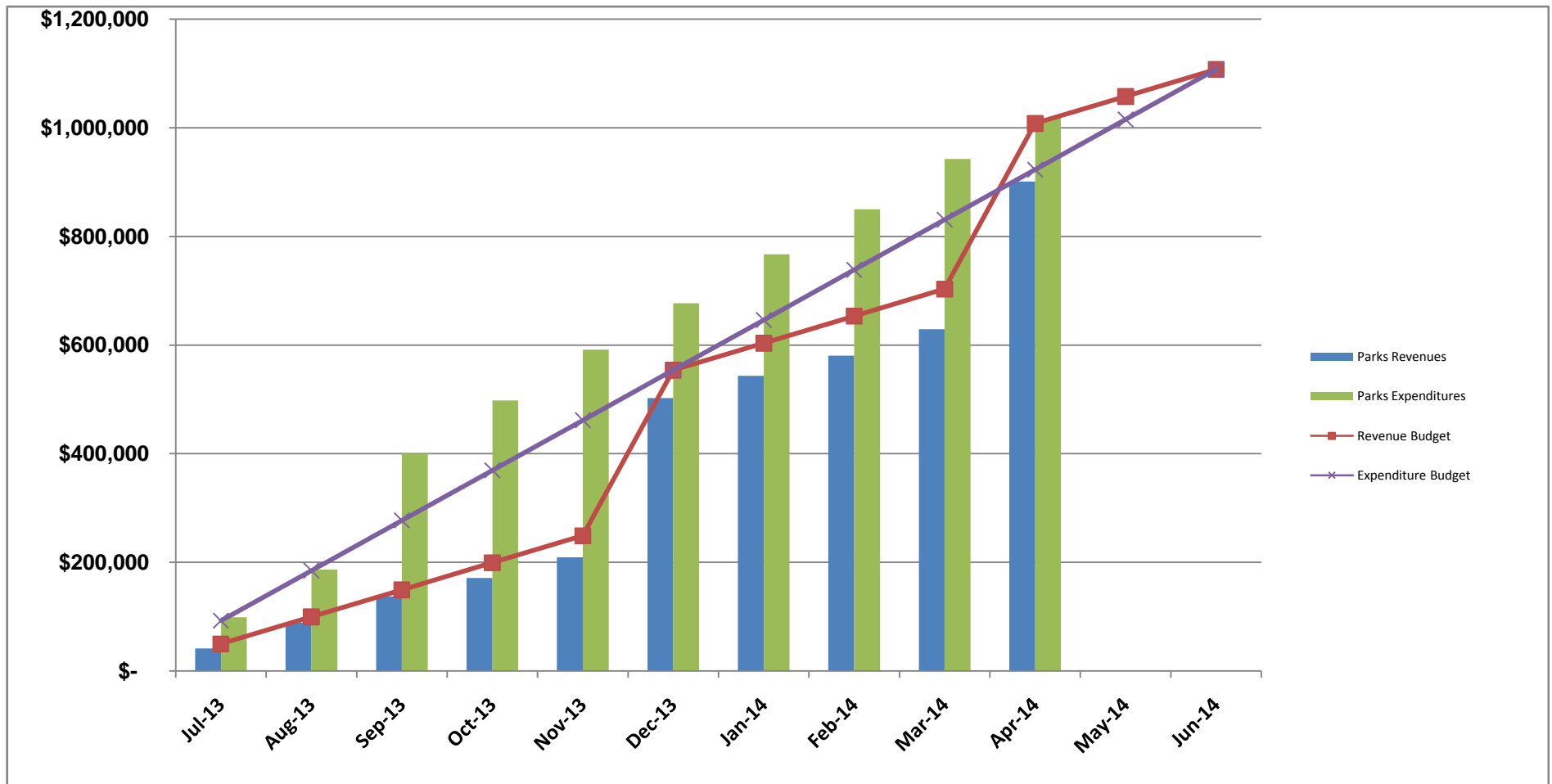
### Comparison of Sewer Fund Operating Revenues & Expenses to Budget



# McKinleyville Community Services District

## April 2014

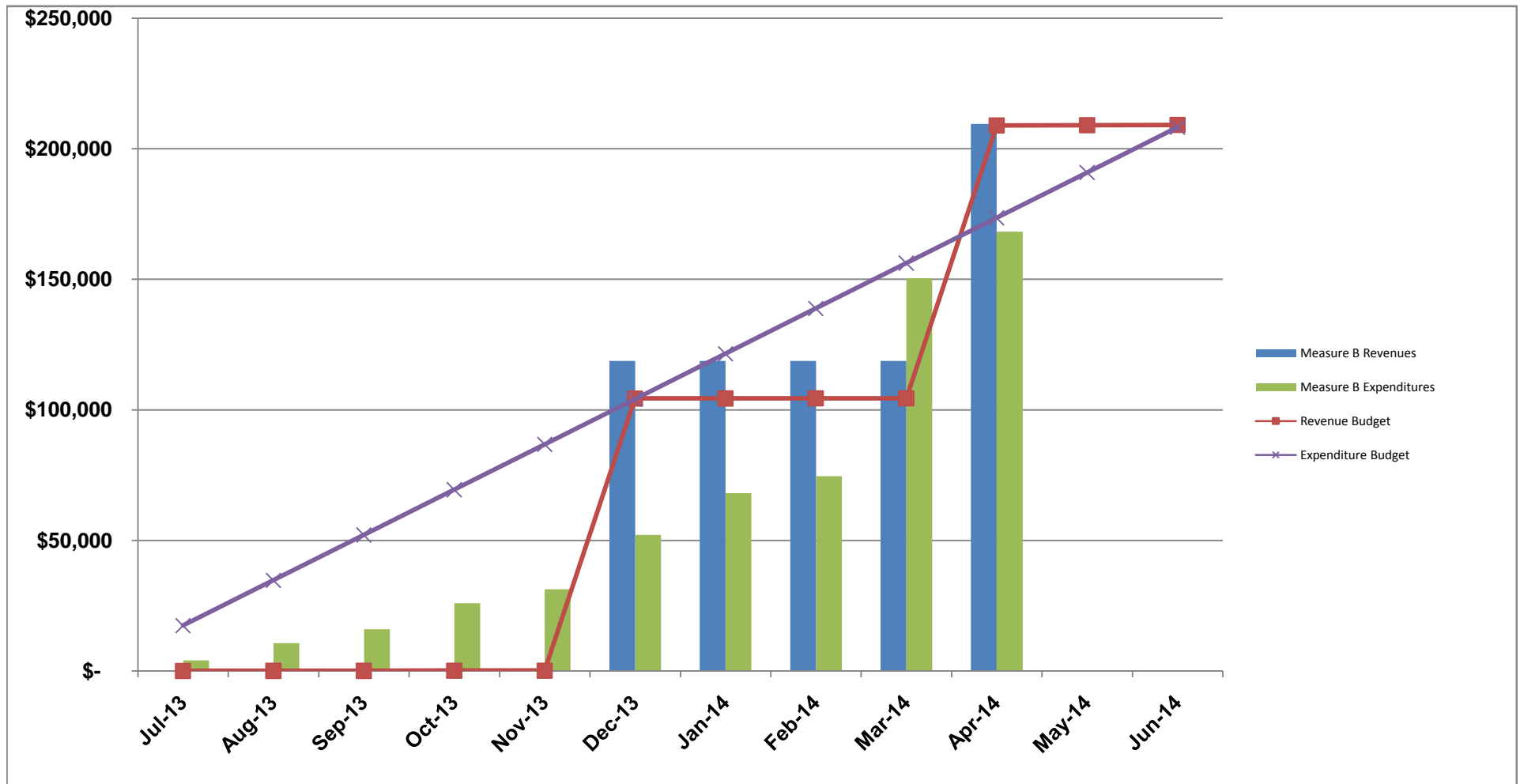
### Comparison of Parks & Recreation Total Revenues & Expenditures to Budget



# McKinleyville Community Services District

## April 2014

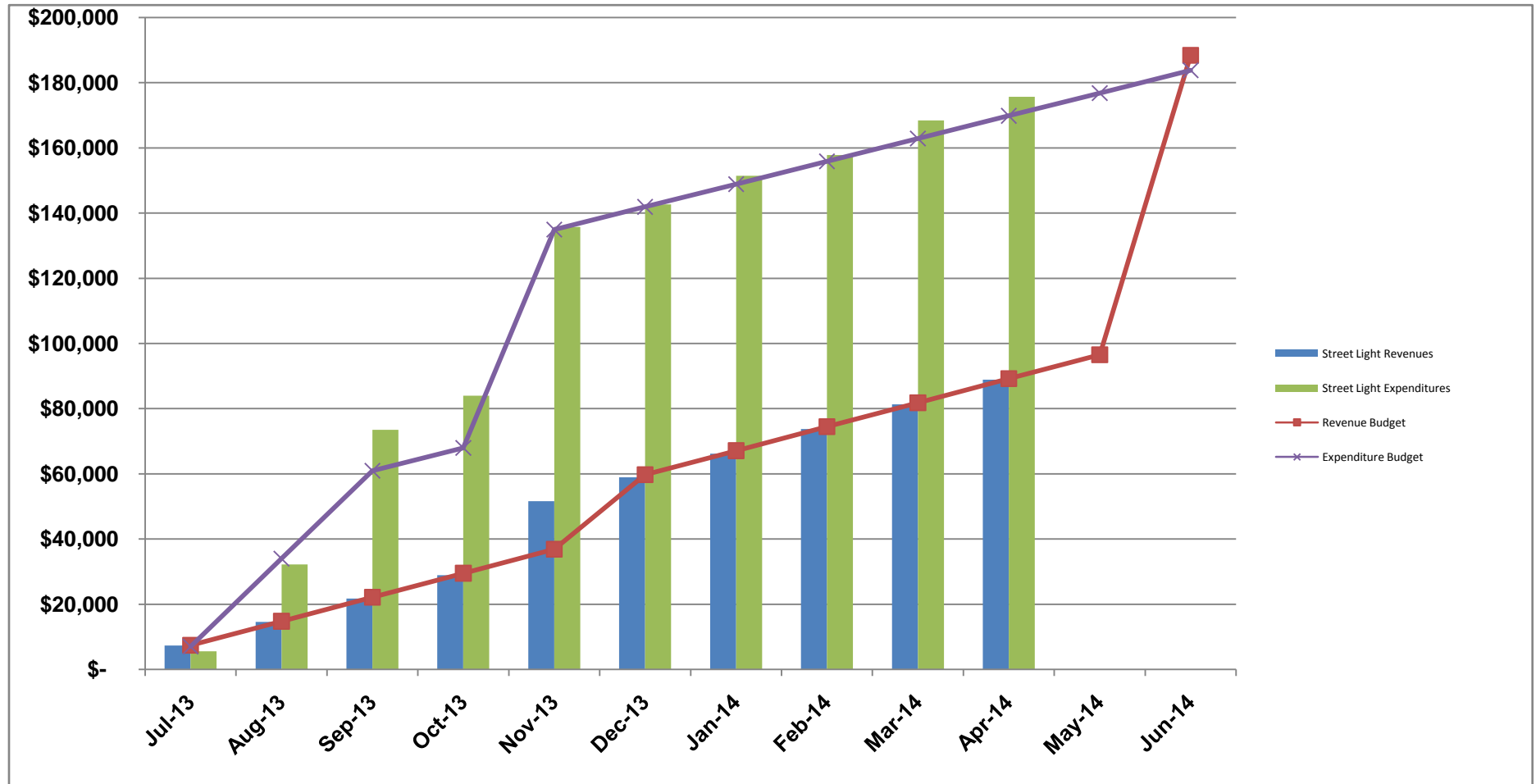
### Comparison of Measure B Fund Total Revenues & Expenditures to Budget



# McKinleyville Community Services District

## April 2014

### Comparison of Street Light Fund Total Revenues & Expenditures to Budget



**McKinleyville Community Services District**  
**Capital Expenditure Report**  
**As of April 30, 2014**

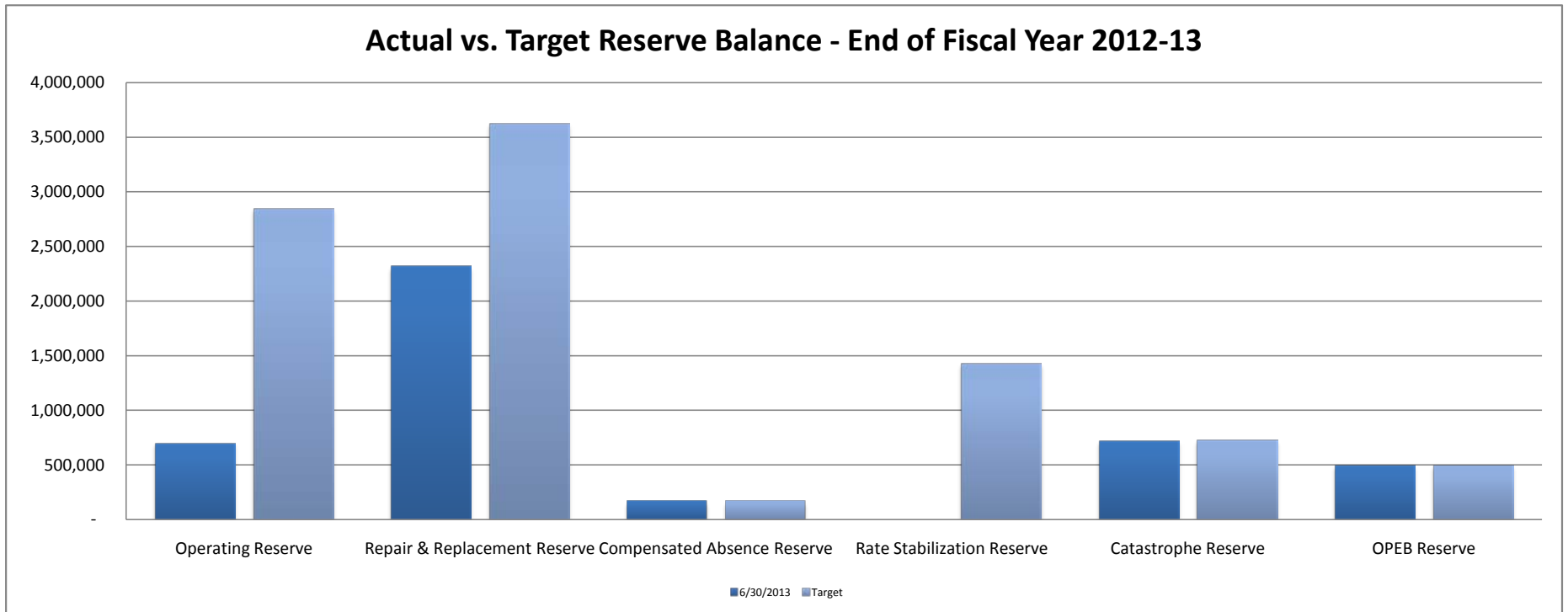
	April	YTD Total	FY 13-14 Budget	Remaining		
				Budget \$	Budget %	Notes
<b><u>Water Department</u></b>						
Ramey Pump Upgrades	-	-	-	-	#DIV/0!	
Emergency Water Line River Crossing	299	4,094	2,000,000	1,995,906	100%	Legal services: easement
Water Tank Upgrade	-	-	-	-	#DIV/0!	
4.5m New Water Tank	371	15,098	-	(15,098)	#DIV/0!	Drilling, LACO Assoc.
Fire Hydrant System Upgrade	-	-	8,000	8,000	100%	
Customer Radio Meter Replacements	-	-	90,000	90,000	100%	
Radio Telemetry Upgrade	5,758	17,630	25,000	7,370	29%	Equipment purchased
Meter Reading Equipment Replacement	-	-	6,000	6,000	100%	
Property Purchase & Improvements	-	-	6,000	6,000	100%	
Subtotal	6,428	36,822	2,135,000	2,098,178	98%	
<b><u>Sewer Department</u></b>						
Sewer Main Rehab & Replacement	-	-	50,000	50,000	100%	
WWMF Roof Replacement	-	-	10,000	10,000	100%	
WWMF Sludge Disposal & Handling	-	-	250,000	250,000	100%	
WWMF & Fischer Lift Stn Grinder Upgrade	-	-	15,000	15,000	100%	
Sewer Main Camera Unit	-	-	30,000	30,000	100%	
WWMF Upgrade/CEQA/Permitting	1,076	243,027	853,000	609,973	72%	WWMF design & value engr
Radio Telemetry Upgrade	-	-	10,000	10,000	100%	
Sewer Lift Station Other Upgrades	-	3,333	5,000	1,667	33%	
Sewer Lift Station Pump/Gen Upgrades	-	-	20,000	20,000	100%	
Customer Radio Meter Replacements	-	-	90,000	90,000	100%	
Subtotal	1,076	246,360	1,333,000	1,086,640	82%	
<b><u>Water &amp; Sewer Operations</u></b>						
Heavy Equipment	-	-	90,000	90,000	100%	Dump Truck
Utility Vehicles	-	-	60,000	60,000	100%	Car, 3/4 or 1-ton Pickup Truck
Computers & Software	-	21,243	20,000	(1,243)	-6%	Document Mgmt system impl
GIS/SEMS/CADD Equipment/Software	-	-	4,000	4,000	100%	
Fischer Ranch - Undergr.Valving/Piping	-	-	8,000	8,000	100%	
Fischer Ranch -Disposal Site Upgrade	-	-	1,000,000	1,000,000	100%	
Small Equipment & Other	-	-	15,000	15,000	100%	
Subtotal	-	21,243	1,197,000	1,175,757	98%	
Enterprise Funds Total	7,504	304,425	4,665,000	4,360,575	93%	
<b><u>Parks &amp; Recreation Department</u></b>						
Pierson Park Upgrades	97	27,780	25,000	(2,780)	-11%	Playground Equipment
Azalea Hall Projects	-	-	5,000	5,000	100%	Furnace Replacement
McKinleyville Activity Center Upgrades	-	-	5,000	5,000	100%	Saber Floor Scrubber
Projects Funded by Quimby/Other Funds	-	133,558	68,000	(65,558)	-96%	Washington Ave Parcel, Picnic Area
Projects Funded by Measure B Renewal	10,138	27,198	104,000	76,802	74%	Teen Center Project
Other Parks Projects & Equipment	-	6,395	-	(6,395)	#DIV/0!	Washington Parcel, Hiller Proj
Subtotal	10,234	194,931	207,000	12,069	6%	
<b><u>Streetlights</u></b>						
LED	-	96,575	125,000	28,425	23%	LED Streetlights
Subtotal	-	96,575	125,000	28,425	23%	
Governmental Funds Total	10,234	291,506	332,000	40,494	12%	
All Funds Total	17,738	595,930	4,997,000	4,401,070	88%	

**McKinleyville Community Services District**  
**Summary of Long-Term Debt Report**  
**As of April 30, 2014**

				Principal Maturities and Scheduled Interest							
				Maturity		Balance - Mar.	Balance - Apr.	Remaining			
				%	Date	31, 2014	30, 2014	for FY-14	FY-15	FY-16	Thereafter
<b>Water Fund:</b>											
I-Bank		8/1/30	P			881,333.57	881,333.57	-	39,248.69	40,571.37	801,513.53
Interest	3.37%		I					14,850.47	29,039.60	27,694.63	219,225.52
State of CA Energy Commission (ARRA)		12/22/26	P			151,421.65	151,421.65	10,856.01	11,018.72	11,125.84	123,806.70
Interest	1.0%		I					1,533.95	1,432.12	1,325.20	6,926.83
State of CA (Davis Grunsky)		1/1/33	P			1,861,023.85	1,861,023.85	75,821.96	77,717.50	79,660.44	1,703,645.91
State of CA (Davis Grunsky) Deferred Interest		1/1/33	P			323,661.93	323,661.93	17,035.12	17,035.12	17,035.12	289,591.69
Interest	2.5%		I					47,481.16	46,525.60	44,582.66	408,486.72
Total Water Fund-Principal						3,217,441.00	3,217,441.00	103,713.09	145,020.03	148,392.77	2,918,557.83
Total Water Fund-Interest								63,865.58	76,997.32	73,602.49	634,639.07
<b>Total Water Fund</b>						<b>3,217,441.00</b>	<b>3,217,441.00</b>	<b>167,578.67</b>	<b>222,017.35</b>	<b>221,995.26</b>	<b>3,553,196.90</b>
<b>Sewer Fund:</b>											
State of CA WRCB (SCEP I)		4/15/16	P			81,840.20	81,840.20	40,920.10	40,920.10	40,920.10	-
Interest	0.0%		I					-	-	-	
State of CA WRCB (SCEP II)		3/27/18	P			104,695.85	104,695.85	24,546.06	25,183.91	25,838.70	53,686.60
Interest	2.6%		I					3,360.28	2,722.43	2,067.64	2,102.41
Umpqua Bank		12/4/17	P			188,183.32	184,372.92	41,041.12	47,186.72	49,848.42	79,721.79
Interest	5.5%		I					10,048.63	8,547.04	5,885.34	3,506.57
USDA (Sewer Bond)		8/1/22	P			619,125.00	619,125.00	60,000.00	60,000.00	60,000.00	515,000.00
Interest	5.0%		I					33,250.00	30,250.00	27,250.00	90,875.00
Total Sewer Fund-Principal						993,844.37	990,033.97	166,507.28	173,290.73	176,607.22	648,408.39
Total Sewer Fund-Interest								46,658.91	41,519.47	35,202.98	96,483.98
<b>Total Sewer Fund</b>						<b>993,844.37</b>	<b>990,033.97</b>	<b>213,166.19</b>	<b>214,810.20</b>	<b>211,810.20</b>	<b>744,892.37</b>
Total Principal						4,211,285.37	4,207,474.97	270,220.37	318,310.76	324,999.99	3,566,966.22
Total Interest								110,524.49	118,516.79	108,805.47	731,123.05
<b>Total</b>						<b>4,211,285.37</b>	<b>4,207,474.97</b>	<b>380,744.86</b>	<b>436,827.55</b>	<b>433,805.46</b>	<b>4,298,089.27</b>



**McKinleyville Community Services District**  
**Board Designated Reserve Balances**  
**As of April 30, 2014**



- Utility Accounts Receivable Turnover Days	As of April 30, 2014	<div style="border: 1px solid black; padding: 2px 10px;">14.4</div> Days
- YTD Breakeven Revenue, Water Fund:	<div style="border: 1px solid black; padding: 2px 10px;">1,819,194.89</div>	- YTD Actual Water Sales: <div style="border: 1px solid black; padding: 2px 10px;">1,722,430.08</div>
- Days of Cash on Hand - Operations Checking Account		<div style="border: 1px solid black; padding: 2px 10px;">26.2</div> Days

**McKinleyville Community Services District**  
**Cash Disbursement Report**  
**For the Period April 1 through April 30, 2014**

Check Number	Check Date	Vendor Number	Name	Amount	Invoice #	Description
<b>Accounts Payable Disbursements</b>						
27808	4/16/2014	HUM11	HUMBOLDT LAND TITLE CO.	(645.00)	B40305u	Ck# 027808 Reversed
27898	4/1/2014	COA02	COASTAL BUSINESS SYSTEMS	328.46	15064007	MONTHLY LEASE PAYMENT
27899	4/1/2014	COR01	CORBIN WILLITS SYSTEMS, INC	858.42	B40315	MONTHLY PAYMENT FOR MOMS
27900	4/1/2014	COR07	JOHN W. CORBETT	125.00	B40327	DIRECTORS FEES
27901	4/1/2014	COU09	DAVID R. COUCH	125.00	B40327	DIRECTORS FEES
27902	4/1/2014	EDW01	HELEN L. EDWARDS	125.00	B40327	DIRECTORS FEES
27903	4/1/2014	2-May	DENNIS MAYO	125.00	B40327	DIRECTORS FEES
27904	4/1/2014	NYL01	NYLEX.NET	96.00	75191	PROFESSIONAL SERVICES
				144.00	75256	PROFESSIONAL SERVICES
			Check Total:	<u>240.00</u>		
27905	4/1/2014	PGE02	PACIFIC GAS & ELECTRIC	2,038.53	B40326	GAS & ELECTRIC
27906	4/1/2014	STA08	SWRCB ACCOUNTING OFFICE	40,920.10	B40307	SRF LOAN PAYMENT C-06-425
27907	4/1/2014	TRA01	COLLEEN TRASK	92.00	B40326	SDRMA CLAIMS EDUCATION DAY
27908	4/1/2014	UPS01	UPS	12.72	Y6R493114	LATE FEE FOR PREVIOUS INV
27909	4/1/2014	WHE02	GEORGE A. WHEELER JR.	125.00	B40327	DIRECTORS FEES
27910	4/1/2014	\A014	CUSTOMER REFUND PAYABLES CH	66.05	B40326	CUSTOMER REFUND PAYABLES CH
27911	4/7/2014	*0001	REC PROGRAM REFUND WT	75.00	B40402	REC PROGRAM REFUND WT
27912	4/7/2014	*0002	BRYAN COLLISON	115.00	B40403	REC PROGRAM SUPPLIES REIMB
27913	4/7/2014	*0003	AZALEA HALL DEPOSIT REFUND SG	100.00	B40403	AZALEA HALL DEPOSIT REFUND SG

Check Number	Check Date	Vendor Number	Name	Amount	Invoice #	Description
27914	4/7/2014	*0004	AZALEA HALL DEPOSIT REFUND PA	100.00	B40403	AZALEA HALL DEPOSIT REFUND PA
27915	4/7/2014	ACW01	CB&T/ACWA-JPIA	9,415.49	B40328	GROUP HEALTH/DENTAL INSURANCE
27916	4/7/2014	ADV01	ADVANCED SECURITY SYSTEM	433.86	258984	SECURITY SYSTEM
27917	4/7/2014	ANS02	BRIAN ANSPACH	1,340.00	14004	PROFESSIONAL SERVICES
27918	4/7/2014	BRU04	REBECCA J. BRUINEKOOL	1,326.00	B40403	CONTRACTED INSTRUCTOR PAYMENT
27919	4/7/2014	CAM01	CAMPTON ELECTRIC SUPPLY	4,537.57	B40403	STREETLIGHT LED PROJECT
27920	4/7/2014	CHA02	JORDAN CHASESCOTT	60.00	B40403	BASKETBALL REFEREE PAYMENT
27921	4/7/2014	COA04	COASTAL TREE SERVICE	5,500.00	284	OPEN SPACE MAINTENANCE
27922	4/7/2014	COR01	CORBIN WILLITS SYSTEMS, INC	65.00	000B40315	PROFESSIONAL SERVICES
27923	4/7/2014	HAR13	The Hartford - Priority A	1,269.77	B40327	GRP LIFE INSURANCE
27924	4/7/2014	HUM01	HUMBOLDT BAY MUNICIPAL WATER DISTR	65,428.20	B40403	WATER PURCHASED
27925	4/7/2014	HUM42	HUMBOLDT OUTFITTERS	582.84	7651	REC PROGRAM SUPPLIES
27926	4/7/2014	IND01	INDEPENDENT BUS. FORMS	678.16	27617	OFFICE SUPPLIES
27927	4/7/2014	LOP01	HANNAH LOPEZ	60.00	B40403	BASKETBALL REFEREE PAYMENT
27928	4/7/2014	MAR01	ERIC MARTIN	70.00	B40403	CLASS B DL RENEWAL
27929	4/7/2014	MCK02	MCKINLEYVILLE GLASS CO.	80.00	41951	REPAIRS TO VEHICLES
27930	4/7/2014	MCK03	MCKINLEYVILLE OFFICE SUPPLY	1.72	47343	SUPPLIES PURCHASED
27931	4/7/2014	MCS01	MCSD C/O HUMBOLDT COUNTY	23,303.22	B40401	MCSD REVENUE RECOVERY SURCHG
27932	4/7/2014	MER03	MERCER, FRASER COMPANY	204.25	46413	REPAIRS/ SUPPLIES
27933	4/7/2014	NEC01	NEC FINANCIAL SERVICES,LLC	373.92	1697888	PHONE SYSTEMS
27934	4/7/2014	NOR01	NORTH COAST LABORATORIES	4,350.00	B40404	LAB TESTS
27935	4/7/2014	PGE01	PG & E (Office & Field)	11,527.31	B40404	GAS & ELECTRIC

Check Number	Check Date	Vendor Number	Name	Amount	Invoice #	Description
27936	4/7/2014	PRE08	PRECISION INTERMEDIA	30.00	14-812	WEB HOSTING FOR APRIL
27937	4/7/2014	PRO01	PROFESSIONAL CREDIT SERVICES	29.90	933300001	RECOVERY OF BAD DEBT
27938	4/7/2014	REN01	RENNER PETROLEUM	3,413.22	B40407	FUEL PURCHASED FOR MARCH
27939	4/7/2014	ROA01	PAUL L. ROACH	45.00	B40407	CONTRACTED REFEREE PAYMENT
27940	4/7/2014	UMP02	UMPQUA BANK	295.94	11	TRAVEL/MEALS/FEDEX/TELEMETRY
27941	4/7/2014	UMP03	UMPQUA BANK--VISA	1,441.47	6	SUBSCRIPTIONS/TRAINING/TRAVEL
				134.55	7	OFFICE SUPPLIES
				437.89	8	TRAINING/ PROFESSIONAL SVCS
				81.25	9	TRAINING/ TRAVEL/ MEALS
				76.08	10	REC PROGRAM SUPPLIES
			Check Total:	<u>2,171.24</u>		
27942	4/7/2014	\B007	MQ CUSTOMER REFUND FOR BO	10.03	000B40401	MQ CUSTOMER REFUND FOR BO
27943	4/7/2014	\D003	MQ CUSTOMER REFUND FOR DA	12.24	000B40401	MQ CUSTOMER REFUND FOR DA
27944	4/7/2014	\D016	MQ CUSTOMER REFUND FOR DA	57.68	000B40401	MQ CUSTOMER REFUND FOR DA
27945	4/7/2014	\E002	MQ CUSTOMER REFUND FOR EC	50.95	000B40401	MQ CUSTOMER REFUND FOR EC
27946	4/7/2014	\G004	MQ CUSTOMER REFUND FOR GA	44.36	000B40401	MQ CUSTOMER REFUND FOR GA
27947	4/7/2014	\G005	MQ CUSTOMER REFUND FOR GL	85.22	000B40401	MQ CUSTOMER REFUND FOR GL
27948	4/7/2014	\H022	MQ CUSTOMER REFUND FOR HA	80.00	000B40401	MQ CUSTOMER REFUND FOR HA
27949	4/7/2014	\H025	MQ CUSTOMER REFUND FOR HI	48.44	000B40401	MQ CUSTOMER REFUND FOR HI
27950	4/7/2014	\H026	MQ CUSTOMER REFUND FOR HE	76.76	000B40401	MQ CUSTOMER REFUND FOR HE
27951	4/7/2014	\J001	MQ CUSTOMER REFUND FOR JO	22.88	000B40401	MQ CUSTOMER REFUND FOR JO
27952	4/7/2014	\M064	MQ CUSTOMER REFUND FOR MI	100.00	000B40401	MQ CUSTOMER REFUND FOR MI
27953	4/7/2014	\N006	MQ CUSTOMER REFUND FOR NU	61.82	000B40401	MQ CUSTOMER REFUND FOR NU
27954	4/7/2014	\P007	MQ CUSTOMER REFUND FOR PI	68.88	000B40401	MQ CUSTOMER REFUND FOR PI
27955	4/7/2014	\P022	MQ CUSTOMER REFUND FOR PI	65.35	000B40401	MQ CUSTOMER REFUND FOR PI

Check Number	Check Date	Vendor Number	Name	Amount	Invoice #	Description
27956	4/7/2014	\S008	MQ CUSTOMER REFUND FOR SO	62.97	000B40401	MQ CUSTOMER REFUND FOR SO
27957	4/7/2014	\S065	MQ CUSTOMER REFUND FOR ST	37.44	000B40401	MQ CUSTOMER REFUND FOR ST
27958	4/7/2014	\T004	MQ CUSTOMER REFUND FOR TA	14.58	000B40401	MQ CUSTOMER REFUND FOR TA
27959	4/7/2014	\V006	MQ CUSTOMER REFUND FOR VI	79.15	000B40401	MQ CUSTOMER REFUND FOR VI
27960	4/14/2014	*0005	AZALEA HALL DEPOSIT REFUND MB	100.00	B40410	AZALEA HALL DEPOSIT REFUND MB
27961	4/14/2014	*0006	AZALEA HALL DEPOSIT REFUND TK	100.00	B40410	AZALEA HALL DEPOSIT REFUND TK
27962	4/14/2014	*0007	REC PROGRAM REFUND MB	70.00	B40410	REC PROGRAM REFUND MB
27963	4/14/2014	*0008	REC PROGRAM REFUND UG	80.00	B40410	REC PROGRAM REFUND UG
27964	4/14/2014	*0009	FACILITY RENTAL REFUND CS	50.00	B40410	FACILITY RENTAL REFUND CS
27965	4/14/2014	ARC02	Arcata Stationers	237.02	B40403	OFFICE SUPPLIES
27966	4/14/2014	BAL01	DAVID BALDOSSER	105.61	B40410	AFLAC FLEX SPENDING REIMB
27967	4/14/2014	BAS01	BASIC LABORATORY INC.	1,115.00	1402985	LAB TESTING
27968	4/14/2014	BAY02	BAY WEST SUPPLY, INC.	626.42	B40403	JANITORIAL SUPPLIES FOR MARCH
27969	4/14/2014	COS03	COSTCO WHOLESALE	279.74	B40403	OFFICE SUPPLIES/ REC PROG
27970	4/14/2014	COU02	HUMBOLDT COUNTY ASSESSOR	6.50	B40403	MEASURE B MAPS
27971	4/14/2014	CRO03	CROWN TROPHY PETALUMA	430.29	19380	REC PROGRAM SUPPLIES
27972	4/14/2014	DEP02	CAL. DEPT. OF PUBLIC HEALTH	1,088.00	B40327	WATER SYSTEM FEES-1210016
27973	4/14/2014	DEP05	DEPARTMENT OF JUSTICE	32.00	26235	REC PROGRAM FINGERPRINTING
27974	4/14/2014	EUR06	EUREKA READY MIX	367.65	119497	REPAIRS/SUPPLY
27975	4/14/2014	HAC01	HACH COMPANY	636.33	8767101	REPAIRS/SUPPLY
27976	4/14/2014	HAR03	HARVEY M. HARPER CO.	561.16	B40403	VEHICLE REPAIRS
27977	4/14/2014	HIG01	HIGH YIELD IND. PRODUCTS	362.96	163379	REPAIRS/ SUPPLIES

Check Number	Check Date	Vendor Number	Name	Amount	Invoice #	Description
27978	4/14/2014	HUM02	HUMBOLDT CSD	1,250.00	3153	UWMP ADVERTISEMENT
27979	4/14/2014	HUM08	HUMBOLDT SANITATION	966.50	B40403	TRASH SERVICE
27980	4/14/2014	HUM22	HUMBOLDT COUNTY SHERIFF	50.00	B40407	HILLER SPORTS SECURITY SYSTEM
27981	4/14/2014	IND02	Industrial Electric Serv	177.63	IN11783	REPAIRS/SUPPLY
27982	4/14/2014	LDA01	LDA PARTNERS	44,952.84	16/635-1-	TEEN CENTER
27983	4/14/2014	MCK04	MCK ACE HARDWARE	988.84	B40404	REPAIRS/SUPPLY
27984	4/14/2014	MIL01	Miller Farms Nursery	3,513.07	B40404	REPAIRS/SUPPLY
27985	4/14/2014	NOR13	NOR CAL SAFETY CONSORTIUM	80.00	20297	SAFETY TRAINING
27986	4/14/2014	NOR36	NORTH COAST PARTS & SUPPLIES	19.21	B40404	REPAIRS/ SUPPLIES
27987	4/14/2014	O&M01	O & M INDUSTRIES	162.50	50971	VEHICLE REPAIRS
27988	4/14/2014	SCH02	Schmidbauer Lumber, Inc.	153.27	B40407	REPAIRS/ SUPPLIES
27989	4/14/2014	SEC03	SECURITY LOCK & ALARM	160.75	85091	REPAIRS/ SUPPLIES
				6.50	85092	REPAIRS/ SUPPLIES
				65.00	85259	REPAIRS/SUPPLIES
				25.98	85329	REPAIRS/ SUPPLIES
			Check Total:	<u>258.23</u>		
27990	4/14/2014	SEQ01	Sequoia Gas Co.	132.91	20248	FUEL FOR HILLER PARK
27991	4/14/2014	SIE01	SIERRA FOOTHILL LAB, INC.	5,020.00	132250	LAB TESTS
27992	4/14/2014	STA01	STATEWIDE TRAFFIC	134.84	B40407	REPAIRS/ SUPPLIES
27993	4/14/2014	STA11	STAPLES CREDIT PLAN	474.78	B40410	OFFICE SUPPLIES
27994	4/14/2014	SUD01	SUDDENLINK	159.90	B40407	INTERNET SERVICES
27995	4/14/2014	THO02	Thomas Home Center	75.80	B40407	REPAIRS/SUPPLY
27996	4/14/2014	THR01	THRIFTY SUPPLY COMPANY	658.33	B40326	REPAIRS/ SUPPLIES
				21.92	1359294	REPAIRS & SUPPLIES
			Check Total:	<u>680.25</u>		

Check Number	Check Date	Vendor Number	Name	Amount	Invoice #	Description
27997	4/14/2014	TIM01	TIMES-STANDARD	624.73	748883	ADVERTISING
27998	4/14/2014	UPS01	UPS	307.46	B40410	LAB SHIPMENT
27999	4/14/2014	VER01	VERIZON WIRELESS	100.42	B40407	CELL PHONES FOR MARCH 2014
28000	4/21/2014	*0010	AZALEA HALL DEPOSIT REFUND JR	100.00	B40421	AZALEA HALL DEPOSIT REFUND JR
28001	4/21/2014	*0011	REC PROGRAM REFUND CH	45.00	B40421	REC PROGRAM REFUND CH
28002	4/21/2014	*0012	CLIFTON HART	25.00	B40421	FINGERPRINTING REIMBURSEMENT
28003	4/21/2014	*0013	JANE CARLTON	30.00	B40421	FINGERPRINTING REIMBURSEMENT
28004	4/21/2014	*0014	MATTHEW WOODS	30.00	B40421	FINGERPRINTING REIMBURSEMENT
28005	4/21/2014	10102	101 NETLINK	80.00	3004-2014	INTERNET SERVICES/ SUBSCRIPTION
28006	4/21/2014	A&L02	A & L FEED	46.40	67563	SUPPLIES PURCHASED
28007	4/21/2014	AIR01	AIRGAS USA, LLC.	213.24	902612596	SAFETY SUPPLIES
28008	4/21/2014	AJI01	HAIDER AJINA	45.00	B40421	CONTRACTED REFEREE
28009	4/21/2014	ATT01	AT&T	564.31	B40414	PHONE SERVICE FOR APRIL 2014
28010	4/21/2014	BLA03	BLANCHARD DATA	216.00	15	SERVICES RENDERED
28011	4/21/2014	COA01	COASTAL BUSINESS SYSTEMS	877.10	15135130	SHARP COPIER MONTHLY PAYMENT
28012	4/21/2014	COA02	COASTAL BUSINESS SYSTEMS	117.25	91508A	OFFICE SUPPLIES
28013	4/21/2014	COR01	CORBIN WILLITS SYSTEMS, INC	65.00	B40331	MOMS SYSTEM SET UP
28014	4/21/2014	COR03	JOHN CORBETT	-	B40414u	Ck# 028014 Reversed
28015	4/21/2014	CWE01	CWEA	-	B40421u	Ck# 028015 Reversed
28016	4/21/2014	DOW01	DOWNEY BRAND ATTORNEYS LLC	4,865.00	467747	LEGAL SERVICES
28017	4/21/2014	GAN01	GAN CONFERENCING	36.56	B40421	AUDIO CONFERENCES
28018	4/21/2014	GHD01	GHD	1,075.75	81300	SRF APPLICATION

Check Number	Check Date	Vendor Number	Name	Amount	Invoice #	Description
28019	4/21/2014	KRO03	KROUT & SCHNEIDER, INC.	20.00	35961	PROFESSIONAL SERVICES
28020	4/21/2014	MAN03	MANDELL MUNICIPAL COUNSEL	728.50	B40421	LEGAL SERVICES
28021	4/21/2014	MEN01	MENDES SUPPLY CO.	176.30	M057636	REPAIRS/SUPPLY
28022	4/21/2014	MIT01	Mitchell, Brisso, Delaney	2,565.00	34343	LEGAL SERVICES
28023	4/21/2014	MOR03	JACOB J. MORRIS	1,440.00	212	OPEN SPACE MAINTENANCE
28024	4/21/2014	NOR35	NORTHERN HUMBOLDT	276.64	ES14-0143	OPEN SPACE MAINTENANCE
				371.50	ES14-0144	OPEN SPACE MAINTENANCE
			Check Total:	648.14		
28025	4/21/2014	NYL01	NYLEX.NET	96.00	75315	PROFESSIONAL SERVICES
				48.00	75395	PROFESSIONAL SERVICES
			Check Total:	144.00		
28026	4/21/2014	OCC01	OCCUPATIONAL HEALTH	170.00	523*03-14	PROFESSIONAL SERVICES
28027	4/21/2014	PGE02	PACIFIC GAS & ELECTRIC	2,047.66	B40421	STREETLIGHTS
28028	4/21/2014	POI01	POINTS WEST SURVEYING CO.	787.50	10574	TEEN CENTER
28029	4/21/2014	REM01	REMY, MOOSE AND MANLEY,LLC	6,307.50	98195	LEGAL SERVICES
28030	4/21/2014	ROU01	ROUND TABLE DEVELOPMENT CORP	106.16	321	REC PROGRAM SUPPLIES
28031	4/21/2014	SAF04	SAFEWAY INC. FILE # 72905	76.70	B40421	OFFICE SUPPLIES
28032	4/21/2014	SEC03	SECURITY LOCK & ALARM	36.81	85513	REPAIRS/ SUPPLIES
28033	4/21/2014	SHN01	SHN ENGINEERING	167.50	82175	ENGINEERING
28034	4/21/2014	STA01	STATEWIDE TRAFFIC	43.60	1833/9	REPAIRS/ SUPPLIES
28035	4/21/2014	CWE03	CWEA NORTH COAST SECTION	125.00	B40421	TRAINING
28036	4/21/2014	MAY03	DENNIS MAYO	254.00	3	ACWA SPRING CONFERENCE
28037	4/28/2014	*0015	JOHN BAFIA	30.00	B40425	REC PROGRAM FINGERPRINTING
28038	4/28/2014	*0016	ALME ALLEN	30.00	B40425	REC PROGRAM FINGERPRINTING



Check Number	Check Date	Vendor Number	Name	Amount	Invoice #	Description
28039	4/28/2014	*0017	MICHAEL CANTWELL	30.00	B40425	REC PROGRAM FINGERPRINTING
28040	4/28/2014	*0018	AZALEA HALL DEPOSIT REFUND JF	100.00	B40425	AZALEA HALL DEPOSIT REFUND JF
28041	4/28/2014	*0019	REC PROGRAM REFUND KB	13.00	2	REC PROGRAM REFUND KB
				46.00	B40425	REC PROGRAM REFUND KB
			Check Total:	<u>59.00</u>		
28042	4/28/2014	*0020	REC PROGRAM REFUND NW	115.00	2	REC PROGRAM REFUND NW
				104.00	B40425	REC PROGRAM REFUND
			Check Total:	<u>219.00</u>		
28043	4/28/2014	ADV01	ADVANCED SECURITY SYSTEM	322.50	261118	SECURITY SYSTEM
28044	4/28/2014	COU02	HUMBOLDT COUNTY ASSESSOR	20.00	B40425	MEASURE B MAPS
28045	4/28/2014	JAC04	JACKSON & EKLUND, INC.	193.00	179338	PROFESSIONAL SERVICES
28046	4/28/2014	MCS01	MCSD C/O HUMBOLDT COUNTY	23,559.42	B40425	MCSD REVENUE RECOVERY
28047	4/28/2014	RES05	RESERVE ACCOUNT	1,500.00	B40425	POSTAGE METER
28048	4/28/2014	SCA01	SCADA SUPPORT GROUP	5,758.20	1404-MCSD	RADIO TELEMETRY UPGRADE
28049	4/28/2014	SEH01	JASON SEHON	56.00	B40410	CPRS SUPERVISOR SECTION B
28050	4/28/2014	SIE01	SIERRA FOOTHILL LAB, INC.	865.00	133261	LAB TESTS
28052	4/28/2014	USB01	U.S. BANK TRUST N.A.	7,645.83	2P	SEWER BOND PAYMENT
				(7,645.83)	2-PCH	REVERSAL OF 2ND HAND CHEC
				7,645.83	B40428P	SEWER BOND PAYMENT
			Check Total:	<u>7,645.83</u>		
28069	5/8/2014	MAI01	MARK MAILLIE	(173.19)	B40501u	Ck# 028069 Reversed
				313,520.24		
<b>Total Disbursements, Accounts Payable:</b>				<u><u>313,520.24</u></u>		

#### Payroll Related Disbursements

11782-11816	4/8/2014	Various Employees	15,137.14		Payroll Checks
11817	4/8/2014	CAL12	3,653.79	B40401	RETIREMENT

Check Number	Check Date	Vendor Number	Name	Amount	Invoice #	Description
11818	4/8/2014	DIR01	DIRECT DEPOSIT VENDOR- US	26,512.12	B40401	Direct Deposit
11819	4/8/2014	EMP01	Employment Development	-	B40401	STATE INCOME TAX
				1.13	1B40401	SDI
				1,486.48	2B40401	STATE INCOME TAX
				556.07	3B40401	SDI
			Check Total:	<u>2,043.68</u>		
11820	4/8/2014	EMP02	Employment Dev Department	10,410.95	B40331	SUI
11821	4/8/2014	HUM29	UMPQUA BANK--PAYROLL DEP.	-	B40401	FEDERAL INCOME TAX
				14.04	1B40401	FICA
				3.28	2B40401	MEDICARE
				4,939.00	3B40401	FEDERAL INCOME TAX
				6,888.54	4B40401	FICA
				1,611.00	5B40401	MEDICARE
			Check Total:	<u>13,455.86</u>		
11822	4/8/2014	ACW01	CB&T/ACWA-JPIA	44,100.81	B40331	MED & DENTAL INSUR
11823	4/8/2014	AFL01	AFLAC	43.30	B40331	AFLAC (PRE-TAX)
11824	4/8/2014	PUB01	Public Employees PERS	16,060.62	B40331	PERS PAYROLL REMITTANCE
				56.08	1B40331	PERS CONTRIBUTION
			Check Total:	<u>16,116.70</u>		
11825-11852	4/18/2014		Various Employees	20,146.57		Payroll Checks
11853	4/18/2014	CAL12	CalPERS 457 Plan	3,664.30	B40418	RETIREMENT
11854	4/18/2014	DIR01	DIRECT DEPOSIT VENDOR- US	25,265.85	B40418	Direct Deposit
11855	4/18/2014	EMP01	Employment Development	24.65	B40410	STATE INCOME TAX
				293.12	B40416	STATE INCOME TAX
				1,472.90	B40418	STATE INCOME TAX
				17.40	1B40410	SDI
				58.13	1B40416	SDI
				532.75	1B40418	SDI
				57.27	2B40410	STATE INCOME TAX
				8.68	3B40410	SDI
			Check Total:	<u>2,464.90</u>		
11856	4/18/2014	HUM29	UMPQUA BANK--PAYROLL DEP.	96.35	B40410	FEDERAL INCOME TAX

Check Number	Check Date	Vendor Number	Name	Amount	Invoice #	Description
				1,110.30	B40416	FEDERAL INCOME TAX
				4,891.89	B40418	FEDERAL INCOME TAX
				215.80	1B40410	FICA
				720.86	1B40416	FICA
				6,599.48	1B40418	FICA
				50.46	2B40410	MEDICARE
				168.60	2B40416	MEDICARE
				1,543.40	2B40418	MEDICARE
				216.92	3B40410	FEDERAL INCOME TAX
				107.58	4B40410	FICA
				25.16	5B40410	MEDICARE
			Check Total:	15,746.80		
				198,762.77		
			<b>Total Disbursements, Payroll:</b>	<b>198,762.77</b>		
			<b>Total Check Disbursements:</b>	<b>512,283.01</b>		

# **McKinleyville Community Services District**

## **BOARD OF DIRECTORS**

June 4, 2014

TYPE OF ITEM: **ACTION**

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**ITEM: D.4**                      **Approve recreation program fees as presented in the 2014 Summer Recreation Activity Guide**

**PRESENTED BY:**              **Jason Sehon, Parks & Recreation Director**

**TYPE OF ACTION:**              **Voice Vote-Consent Calendar**

### **Recommendation:**

Staff recommends that the Board of Directors Approve the recreation program fees as presented in the 2014 Summer Recreation Activity Guide.

### **Discussion:**

At its April 2, 2014 meeting, the Board of Directors directed staff to have the Board adopt recreation program fees within two months of the inception or change of fees.

Attached is a copy of the 2014 Recreation Activity Guide with recreation program fees listed. The 2014 Summer Recreation Activity Guide includes recreation programs and events that will run from June 2014 through August 2014.

All fees will be maintained at existing levels except for private skating and sports parties, which has increased from \$124.00 to \$150.00. This fee increases was approved by the MCSD Board at its May 7, 2014 meeting.

### **Alternatives:**

Staff's analysis includes the following potential alternative:

- Take no action

### **Fiscal Analysis:**

Fees for leisure and recreation programs are designed to cover the cost of the program. Staff routinely audit's recreation program fees to make sure they are set accurately. Staff is recommending some fee increases for summer recreation programs. If the fees for summer programs are decreased from what is listed in the 2014 Summer Recreation Activity Guide, some programs will no longer cover their costs.

**Environmental Requirements:**

Not applicable

**Exhibits/Attachments**

- 2014 Summer Recreation Activity Guide Attachment 1



# McKinleyville Parks & Recreation

A Department of The McKinleyville Community Services District

contact us:  
707-839-9003  
www.mckinleyvillecsd.com  
1656 Sutter Rd., McKinleyville, CA 95519

## 2014 SUMMER ACTIVITY GUIDE

**Parks  
Make  
Life  
Better!**



## PARK & RECREATION MONTH

JULY 2014



#JULYOUTISIN  
WWW.NRPA.ORG/JULY





# WELCOME TO MCKINLEYVILLE PARKS & RECREATION

## MCKINLEYVILLE COMMUNITY SERVICES DISTRICT

### *Department of Parks & Recreation*

1656 Sutter Road  
McKinleyville CA 95519  
(707) 839-9003

### **OFFICE HOURS:**

Monday - Friday  
9:00 am - 5:00 pm

[www.mckinleyvillecsd.com](http://www.mckinleyvillecsd.com)



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For more information, please call the friendly folks at McKinleyville Parks & Recreation at 839-9003

## **FACILITIES & RENTALS**

Planning an event? We have facilities and equipment available to rent for socials, club meetings, employee parties, weddings, receptions, picnics and more. For information regarding rental policies and procedures, please contact the District office at 839-9003, or check out our District web site at [www.mckinleyvillecsd.com](http://www.mckinleyvillecsd.com).

### **THE FOLLOWING FACILITIES ARE AVAILABLE FOR RENT:**

McKinleyville Activity Center

Azalea Hall

Pierson Park

Hiller Park & Picnic Area

Hiller Sports Complex



Hiller Sports Complex



Activity Center



Great place to BBQ!

Pierson Park



Great for weddings & receptions!

Azalea Hall

## **AMERICANS WITH DISABILITIES ACT**

McKinleyville Community Services District makes every effort to comply with the Americans with Disabilities Act. If you require special assistance for participation in our recreation programs, please notify staff at the time of registration or call 839-9003.

## **NOW AVAILABLE: Online Registration!**

We now have many of our recreation classes and opportunities available for online registration. From our website follow the links to "Online Registration." If you have already provided our office with your email address, you have an account! If not you can create your own account!

## Summer Youth Basketball Program

Join us for a great opportunity to play basketball this summer! This program is co-ed and will take place Tuesday & Thursday evenings from June 24 through August 14, 2014. Separate divisions are offered for children **entering** the following grades: 3rd-4th, 5th-6th, & 7th-8th. Depending on registration, some grades may be combined. **Early bird Registration Deadline is Friday, June 13, 2014.** A \$10 late fee applies after Friday, June 13, 2014. **Teams will play 1 game per week.** Seven (7) weeks of basketball for only \$30 per player!

DAYS: Tuesday & Thursday evenings  
 DATES: June 24/26-August 12/14, 2014  
 TIME: Evenings - times TBA  
 WHERE: McKinleyville Activity Center  
 GRADES: (grade *entering*) 3rd - 8th grades  
 FEE: \$30/\$35 resident/non-resident



Photo by Paul Swenson Photography

## KinderSports: T-Ball

Do you have a 3-5 year old full of energy and ready to participate in sports? If you do, then KinderSports is the program for your child. KinderSports gives toddlers the opportunity to learn team work, good sportsmanship, the value of physical fitness, sports safety and the basic skills needed for various sports. Classes are non-competitive and run in a friendly and nurturing environment where parents, family and friends are encouraged to cheer and support the children in the program. The last class meeting will include a children vs. parents game and an awards ceremony.

This Season's Sport focus will be on: **T-Ball**

DATES: Sat. July 12-Aug. 16, 2014  
 TIME: Sat. 9:30am-10:30am (ages 2-3)  
 Sat. 11:00am-12:00pm (ages 3-5)  
 WHERE: McK. Activity Center/Pierson Park  
 AGES: 2 yrs-5 yrs  
 FEES: \$45/\$50 resident/non-resident  
 \$10 materials fee paid to instructor



NEXT KINDERSPORTS SESSION:  
**SOCCER**



## Youth Basketball League: 3rd-12th Grades

PLAN AHEAD...The Youth Basketball League for 3rd through 12th graders runs January through March each year. Registration for this league opens in October. Register early to avoid late fees and to ensure that your child gets a chance to play. Divisions do fill up!

Registration fees are \$60 per player

**Registration opens October 1st.** Online registration is available at [www.mckinleyvillecsd.com](http://www.mckinleyvillecsd.com)

## NFL Youth Flag Football League

Join us for a great opportunity to play flag football this summer! This league offers co-ed divisions for children *entering* 3rd-4th grades and 5th-6th grades. Separate divisions for boys and for girls will be offered for those *entering* 7th-8th graders. Games will take place Sundays from July 13 through August 17, 2014. **Early bird registration Deadline is Friday, June 27, 2014.** A \$10 late fee applies after Friday, **June 27, 2014.** **Teams will play 1 game per week.** Players will receive a reversible NFL style jersey with an NFL team logo.

DAYS: Sundays  
 DATES: July 13-August 17, 2014  
 TIME: Sunday afternoons TBA  
 WHERE: Hiller Sports Site McKinleyville  
 GRADES: (grade *entering*) 3rd - 8th grades  
 FEE: \$70/\$75 resident/non-resident



## Calling All Coaches...

Have you ever considered coaching a youth sports team? Do you have experience in sports either as a participant or a parent watching your child from the sidelines? Do you have experience working with children, teaching or leading groups? Do you want to make a positive impact in the life of a child? If you answered yes to any of the questions above then you have the ability to be a youth sports coach.

Recreational Youth Sports cannot function without volunteer coaches. Parents and community members with a little knowledge, the drive to make a difference in their community and the desire to provide a fun sport experience for youth are what make a recreational sport program a success. We are always seeking volunteer coaches for the Youth and Pee Wee Basketball leagues, and new this summer we are seeking coaches for our NFL Youth Flag Football League.

If you have a few hours a week to spend with the youth of your community contact our office at 707-839-9003 or email: [parksandrec@mckinleyvillecsd.com](mailto:parksandrec@mckinleyvillecsd.com)

*"Never let the fear of striking out keep you from playing the game"*  
 ~ Babe Ruth





## ADULT SPORTS

### Coed Futsal

McKinleyville Parks and Recreation offers an Adult Coed Futsal League (a style of indoor soccer). Get together a team of 6-10 players or sign up individually.

#### Summer Session

Wed., July 16 - Sept. 3  
Time: 6:30p.m.-9:00 p.m.  
Ages: 18 and over  
Fees: \$40/\$45 non-resident

#### Winter Session

Weds., Oct. 1 - Dec. 10  
Time: 6:30p.m.-9:00 p.m.  
Ages: 18 and over  
Fees: \$50/\$55 non-resident

### Hoop @ Night

Drop in Basketball for Adults. Bring your friends and play some Hoops!

DATES: Sundays, 7:30 pm - 9:30 pm  
WHERE: McKinleyville Activity Center  
AGES: 18 years and older  
FEE: \$2 per person



### Co-ed Woodbat Softball League

Get your team together and lets "Play Ball!" Join us at Hiller Sports Complex for another great co-ed wood bat softball league for players 16 years and older.

DATE: **Sundays, July 27- Sep. 28, 2014**  
TIME: Afternoons (TBA)  
WHERE: Hiller Sports Complex  
AGE: 16 & older  
FEE: **\$300.00 per team**



**Sign Up by  
Monday, July  
21, 2014!**

*A healthy attitude is contagious but don't wait to catch it from others. Be a carrier. ~ Tom Stoppard*



### Bocce Ball Courts at Pierson Park

Did you know there are Bocce Ball Courts open at Pierson Park? Did you know that Bocce Ball is a great activity for people of all ages and abilities? Bocce Ball can be played by two people or in teams of 2 to 4 people each. It is a great way to spend time with friends and engage in friendly competition and strategic play. The rules are simple and the game is easy to learn.

So grab a friend or 3 and visit Pierson Park and the Bocce Ball courts there. They are open every day from sunrise to sunset.



## LEISURE CLASSES



### Bead Stitch and Design

Instructor Merit Cape has been creating beautiful bead art for over 25 years. She has worked as a designer for Bead Unique magazine and has been instructing people how to create all things beadirful for many years. Participants will learn how to design their own earrings, necklaces, and bracelets and get to take their creation home. All are welcome.

Dates: Saturday, June 21, 2014  
Saturday, July 5, 2014  
Saturday, August 2, 2014  
Time: 10:00 a.m. -12:00 p.m.  
Fees: \$20/\$25 resident/non-resident  
\$5 supply fee paid to instructor



# LEISURE CLASSES con't



## Puppy Training

Join experienced instructor Delilah Huck for a six week course designed to help new owners deal with and understand normal puppy behaviors that can sometimes be overwhelming and frustrating for the inexperienced puppy owner. Learn the tools for solving problems such as digging, chewing, mouthing and more. Lessons will include teaching your dog to come, sit down, stand, walk on loose lead, interact with people without jumping and go to your bed.

**PRE-REGISTRATION REQUIRED.**



## Basic Dog Obedience

Join experienced instructor Delilah Huck for a six week course designed to teach you how to become the leader in your relationship with your dog and for your dog to view you as such. Once you have accomplished this, your dog will begin to look to you for guidance. Our goal is to teach your dog to listen and respond to you in all situations. This class will cover heel on a leash, down stay, sit stay, come when called, down in motion, keeping your dog's attention around distractions and how to elicit play behavior from your dog.

**PRE-REGISTRATION REQUIRED.**

DAYS: Mondays  
Puppy Class: 6:00pm-7:00 pm  
Basic Class: 7:00pm-8:00pm

DATES: Session 1: July 21 - Aug. 25, 2014  
Session 2: Aug. 8 - Oct. 13, 2014  
Session 2: Oct. 27 - Dec. 1, 2014

WHERE: Azalea Hall

FEE: \$75/\$80  
resident/non-resident

*\* Classes may be combined depending on enrollment. If combined, class will meet at 6:00pm*



### **About Instructor, Delilah Huck:**

Delilah has been teaching people how to train their dogs for over 30 years and has experience in many areas of training from pet training, scent work, AKC competitive obedience, Schutzhund, and more.

*"I believe in integrity. Dogs have it. Humans are sometimes lacking it."  
~Cesar Millan*



## Doggy Freestyle Dance

This class is for dogs who have a knack for dance! Taught by Sally Dunn, dog and master will learn how to move together in this freestyle dance class.

Meets Wednesdays: 6:00-7:00 p.m. at Azalea Hall, 1620 Pickett Rd.

Class is Ongoing (classes meet around monthly Board meetings)

\$75/\$80 resident/ non-resident for 6 week pass

## **NorthCoast Agility & Dog Training**

**6 week training sessions ongoing.**

**Instructors: Jennifer Eichstedt & Sally Dunn**

## Rally Obedience

**Meets Tuesdays: 5:30pm-6:30pm**

This course is designed for those who are, or are considering competing in the fun sport of "Rally Obedience." The instructor competes in Rally Obedience at the Excellent level and has taught obedience, formal, and "family," for 14+ years. It's a great way to have fun and sharpen your dog's skills in the obedience ring and beyond. Come check out a class and see what it's all about.

### Rally Class Sessions

- June 3-July 8, 2014
- July 22-Aug. 26, 2014
- Sept. 9-Oct. 14, 2014



## Dog Tricks Class

**Meets Tuesdays: 6:30pm-7:30pm July 22-Aug. 26**

Dog Tricks class is a fun and engaging way for dogs and their handlers of all ages to learn a variety of commands not usually covered in an obedience class. Have fun with your dog and develop skills that will help your dog learn! Your dog will learn skills such as: "rollover", "high five", "sit up", "crawl", "bow", and "get in a box".

## Doggy House Manners: Training After Obedience

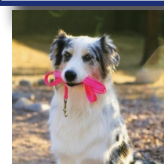
**Meets Tuesdays: 6:30pm-7:30pm Sept. 9-Oct. 14**

This course is designed for those who have had basic obedience and want to continue to work on specific practical and fun skills. We work on training your dog good "house" behaviors such as to go to their bed, play games/do tricks, and to greet people appropriately. All of these behaviors are taught through positive training and through activities that strengthen your relationship with your dog.

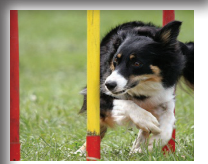
## Feisty Fido Class

**Meets Tuesdays: 6:30pm-7:30pm November dates TBD**

This course is designed for you and your Feisty Fido to learn and identify aggression and/or excitement "triggers" and understand the dog's body language in "trigger" situations. You'll learn scientifically proven techniques for helping your dog behave and relax in the presence of other dogs and people. (**\$110 per this session**)



**ALL CLASSES  
meet at Azalea Hall on Tuesdays  
CLASS FEE: \$75/\$80  
resident/non resident per session**



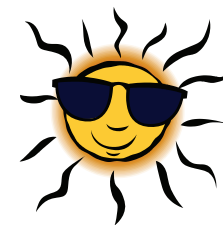




# DAYCAMPS & AFTERSCHOOL PROGRAM



Kids' Camp Day Camp  
runs Monday through Friday  
beginning June 16th & ending August 15th  
**REGISTER NOW!**



Join McKinleyville Parks & Recreation for a dynamic summer day camp program where youth ages 6-12 will have an opportunity to choose their summer experience. Participants will have the choice between Active Games and Arts & Crafts for each "Activity" segment of the daily schedule.

Summer is a time for fun and freedom, so we like to provide each participant the freedom of choice whenever possible. We offer opportunities for supervised free play both indoors and outdoors multiple times each day.

Field trips are offered weekly and require an additional fee of \$6.00.

Most field trips are only available for Full Day camp participants.

A complete weekly schedule outline is available on our website: [www.mckinleyvillecsd.com](http://www.mckinleyvillecsd.com)

Roller Skating is a weekly activity. Participants are welcome to bring their own skates or borrow some of ours!



**Weekly Full Day: \$115**  
**Daily Full Day: \$25**



**Weekly Half Day: \$75**  
**Daily Half Day: \$17**

(Half Days are Mornings: 7:30am-12:30pm or Afternoons: 12:30pm-6:00pm)

\*Non-McKinleyville Residents add \$1 per day or \$5 per week

\*\*Payment for first week of attendance is due in full at time of registration.

\$3 per day non-refundable deposit may be paid to reserve space for your child



## Kids' Club After School!

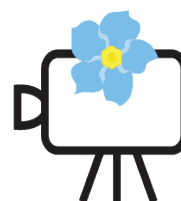
Kids' Club After School program is open to all Kindergarten thru 5th grade students attending Morris or Dows Prairie Elementary schools. Kids' Club provides a safe and fun place for kids to spend the after school hours. Participants enjoy a variety of activities including free-play, arts, crafts, group games, sports and more. Program staff provide homework help to students as needed. A daily snack is also provided at no additional charge.



**Registration opens JULY 1, 2014!**  
Sign up early. This program does fill up.

**DATES:** Every day that school is in session  
**TIME:** End of school day until 6:00pm  
**WHERE:** Morris Elementary School  
**WHO:** Kindergarten-5th graders at Morris and Dows Prairie Elementary Schools

**FEE:** \$13.00 per day (K - 2nd grades)  
\$11.00 per day (3rd - 5th grades)



**FORGET-ME-NOT PHOTO**  
photo booths and flip books

Kacy Curtis 707.499.3265

[kacycurtis@yahoo.com](mailto:kacycurtis@yahoo.com)



*"And above all, watch with glittering eyes the whole world around you because the greatest secrets are always hidden in the most unlikely places. Those who don't believe in magic will never find it."*  
~Roald Dahl

## TEEN ACTIVITIES

### Youth Driven Saturday Nights!

Youth Driven is an Open Recreation Program for youth in 6th-12th grades every Saturday evening at the McKinleyville Activity Center. Open gym, board games, a Wii station, music, basketball, and playing cards. Bring your friends and come hang out.

WHEN: **Select** Saturdays, 7:00 pm - 9:30 p  
 AGES: 6th - 12th Graders  
 COST: FREE!!



**CO-SPONSORED BY  
 MCKINLEYVILLE KIWANIS CLUB**

### Junior High School Dances

Join us for an evening of fun and dancing. Grade Verification (Student ID) and a completed and legible Dance Contract are **REQUIRED**. Tickets on sale 3 weeks prior to the dance.



#### DATES:

- Friday, September 26, 2014
- Friday, November 14, 2014

TIME: 7:00 pm - 9:30 pm  
 FEE: \$10.00 (I.D. Required)  
 AGES: 6th - 8th Graders



## TEEN LEADERSHIP MEETINGS:

The McKinleyville Teen Center is becoming a reality. During Spring Break week, April 21-24, 2014, ten local teens participated in the first Teen Leadership Summit geared toward building the teen leadership and programming board for the McKinleyville Teen Center. This group learned about the different types of power and governance, learned valuable skills in facilitating a group decision making process, created community action projects based on values held by themselves and their peers, and created what will be the founding group of teen decisionmakers for the coming McKinleyville Teen Center.

This is an open group and any interested teens wanting to get involved are encouraged to come to one of the bi-monthly meetings. Meetings are held everyother Tuesday, at Azalea Hall 6:00pm-7:00pm (meetings may run past 7:00pm depending on the agenda topics)

Call the Parks & Recreation office at 707-839-9003 or email  
 Lesley Frisbee:  
[lesley@mckinleyvillecsd.com](mailto:lesley@mckinleyvillecsd.com)  
 for specific meeting dates.

## PRIVATE PARTIES



### Private Skating and Sports Parties

Book a private skating party or sports party now, we'll take care of everything for you! Choose your own theme. Private parties can be scheduled during any time the Skating Rink is not in use for other programs. You can have a Roller skating party, basketball, indoor soccer, dodgeball, floor hockey, and more! Call the Parks & Recreation office at 839-9003 for information on dates and times. Ask us about our **Roller Racers!!!!** Base rate pays for 20 party participants.

WHERE: McKinleyville Activity Center  
 AGES: All ages  
 FEE: Starting at \$150.00  
 DATES: Various, please call



*"Please watch out for each other and love and forgive everybody. It's a good life, enjoy it."*  
 ~Jim Henson

**Check it out!**

Sundays 8:30am @ Azalea Hall  
 and 10:30am @ The Activity Center  
 Pierson Park, McKinleyville

.....

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## PLAYGROUP

### McKinleyville Playgroup

Playgroup is a great opportunity for children 0-5 years old and their parents to meet new people and make new friends. Playgroup provides a variety of toys and activities for young children and is a great way for parents to incorporate social activities into the weekly routine. Come check it out. You and your child will have a great time!



WHO: Parents and children ages 0 - 5  
 WHEN: Mondays, Thursdays & Fridays  
 10:00 am - 12:00 pm  
 WHERE: McKinleyville Activity Center\*\*  
 FEE: FREE - \$3 daily donation accepted



***\*\*Starting on June 19 2014 Playgroup will meet  
 at its SUMMER LOCATION:  
 Morris Elementary school Room #1***

## UNIQUE OFFERING

### Lawn Games at the Park

Join us at Pierson Park on Thursday evenings this August for some good old fashioned lawn game fun! Bring the whole family out to enjoy Badminton, Croquet, Corn-hole, Bocce Ball, Wiffle Ball and more!

Get out and get to know others in your community by sharing a friendly game or two. Bring a picnic dinner and enjoy a summer evening in the park. Parks & Recreation staff will be providing the equipment for the above listed games. Feel free to bring your own equipment or game to the park.



WHEN: Thursdays in August 6:00pm-8:00pm  
 WHERE: Pierson Park off Pickett Rd.  
 COST: nothing! Its totally FREE to play in the park.

## SPECIAL EVENTS

# World Wide Day of Play Saturday, September 20, 2014 12:00 p.m.-3:00 p.m. at Hiller Sports Complex

Turn off your T.V., computers, video games and gadgets!  
 It's time to get out and PLAY!

This FREE family event will host a variety of activities including:

Relay Races, Lawn Games, Wiffle Ball, Dodgeball,  
 Kickball, Disc Golf,  
 and MORE!

If you or your organization would like to volunteer to host an activity at the World Wide Day of Play please contact us at 707-839-9003 or email: [parksandrec@mckinleyvillecsd.com](mailto:parksandrec@mckinleyvillecsd.com)

## McKinleyville Community Services District

### BOARD OF DIRECTORS

June 4, 2014

TYPE OF ITEM: **ACTION**

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**ITEM: D.5**                      **Consider approval of 2013 Consumer Confidence Report (CCR)**

**PRESENTED BY:**              **James Henry, Operations Director**

**TYPE OF ACTION:**              **Consent Calendar**

**Recommendation:**

Approve the Consumer Confidence Report for distribution in the Summer News Letter.

**Discussion:**

In 1996, Congress amended the Safe Drinking Water Act, adding a requirement that water systems deliver to their customers a brief annual water quality report, similar to the Annual Water Quality Report (AWQR) that California water systems began distributing in 1990. However, the CCR regulatory requirements are more specific and detailed in terms of content and format than those for the AWQR. These CCRs summarize information that our water system already collects to comply with regulations.

The CCR includes information on source water, levels of any detected contaminants, and compliance with drinking water regulations (including monitoring requirements), plus some educational information.

MCSD is required to deliver the annual CCR to consumers by July 1 of each year. The CCRs are based on data collected between January and December 2013. The CCR will be distributed as part of the MCSD Summer News Letter

MCSD 2013 CCR is compliant with Title 22, Chapter 15, Article 20 and law California Health and Safety Code, section 116470 and was drafted using the CCR Guidance Template.

As part of the federal drinking water program, USEPA issues a list of currently unregulated contaminants to be tested by Public Water Systems throughout the nation. This process occurs every five years pursuant the Unregulated Contaminant Monitoring Rule (UCMR). The purpose of the UCMR program is to determine the prevalence of unregulated contaminants in drinking water. Results of this testing help USEPA determine whether or not to regulate new contaminants for protection of public health.

The District participated in the current UCMR 3 testing in 2013. The District tested 28 constituents on USEPA's List 1 (Assessment Monitoring). Of the 28 constituents tested, 24 were non-detected and four had results. The attachment shows the four constituents with results above their minimum reporting levels (MRL). Although unregulated by USEPA, two of the four have MCL's established or proposed by CDPH. Information on the likely source and potential health effects is also included.

**Alternatives:**

Staff's analysis includes the following potential alternative:

- Take no action

**Fiscal Analysis:**

Not applicable

**Environmental Requirements:**

Not applicable

**Exhibits/Attachments**

- 2013 Consumer Confidence Report Attachment 2013a and 2013b

## McKinleyville Community Services District (MCSD)

### 2013 Consumer Confidence Report

Este informe contiene información muy importante sobre su agua potable. Tradúzcalo o hable con alguien que lo entienda bien.

Last year, as in years past, your tap water met all Federal and State Environmental Protection Agency (EPA) and State drinking water health standards. MCSD vigilantly safeguards its water infrastructure and once again, we are proud to report that our system did not violate a maximum contaminant level or any other water quality standard in 2013.

#### **Introduction and Background**

For a number of years, California State Law has required that water systems prepare an *Annual Water Quality Report* for its customers providing information regarding the quality of water delivered to them. The 1996 amendments to the federal Safe Drinking Water Act introduced new reporting requirements - namely preparation of a *Consumer Confidence Report* - with essentially the same purpose as that of the California *Water Quality Report*. Since 1999, California water systems must comply with federal reporting requirements. This report represents the McKinleyville Community Service District's 2013 Consumer Confidence Report. It is a snapshot of the quality of the water we provided last year. Included are details about where your water comes from, what it contains, and how it compares to State standards.

If you have any questions about this report or the quality of your drinking water, please call Greg Orsini, General Manager at 839-3251. You may also attend one of the regularly scheduled meetings of our Board of Directors, which are held the first Wednesday of each month at 7:00 p.m. at Azalea Hall (1620 Pickett Road).

#### **Water Source**

Drinking water delivered by the McKinleyville Community Services District (MCSD) is supplied by the Humboldt Bay Municipal Water District (HBMWD). HBMWD water is drawn from wells located in the bed of the Mad River northeast of Arcata along Highway 299. These wells, called Ranney Wells, extract water from the sands and gravel of the riverbed at depths of 60 to 90 feet, thereby providing a natural filtration process. In low rainfall periods, this naturally filtered water is then disinfected via chlorination and delivered, without further treatment, to the HBMWD's wholesale municipal and retail customers in the greater Eureka/Arcata area. The District's source water has been classified by the State Department of Health Service as groundwater. The classification is important with respect to the regulations that a water system must follow to ensure water quality.

In the late 1990s heavy winter rainfalls and high river levels were accompanied by increased turbidity (cloudiness) in the District's water. While turbidity itself is not a health concern, there is concern that it may interfere with the disinfection process. In 1997, DHS mandated that the District take steps to control the turbidity in its drinking water. Together with its wholesale customers, the new Turbidity Reduction Facility (TRF) was constructed and became operational in late 2002. For the first time in many years the District met the State's secondary maximum contaminant level standard for turbidity of less than 5 NTU (the unit which turbidity is measured). The TRF operates only during winter months.



### **General Water Quality**

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the EPA's Safe Drinking WATER hotline (1-800-426-4791) or visiting their website (<http://water.epa.gov/drink/index.cfm>).

The sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally-occurring minerals and can pick up substances resulting from the presence of animals or human activity. Contaminants that may be present in source water include:

- Microbial contaminants, such as viruses and bacteria, which may come from sewage treatment plants, septic systems, agricultural livestock operations and wildlife.
- Inorganic contaminants such as salts and metals, that can be naturally-occurring or result from urban stormwater runoff, industrial or domestic wastewater discharges, oil and gas production, mining, or farming.
- Pesticides and herbicides, that may come from a variety of sources such as agriculture, urban stormwater runoff, and residential uses.
- Radioactive contaminants, that can be naturally-occurring or be the result of oil and gas production and mining activities.
- Organic chemical contaminants including synthetic and volatile organic chemicals, that are by-products of industrial processes and petroleum production, and can also come from gas stations, urban storm water runoff, agriculture application, and septic systems.

Some people may be more vulnerable to contaminants in drinking water than the general population.

Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, persons with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA and the Center for Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by cryptosporidium and other microbial contaminants are available from the Safe Drinking Water Hotline (1-800-426-4791) or visiting their website (<http://water.epa.gov/drink/index.cfm>).

HBMWD consistently and frequently monitors for the presence of giardia and cryptosporidium in its drinking water. Since the mid-1990s, when the EPA approved the testing technique for these contaminants, HBMWD has never had a confirmed detection of either contaminant.

### **Water Quality Testing Results**

In order to ensure that tap water is safe to drink, the California Department of Health Services (DHS) prescribes regulations which limit the amount of certain contaminants in water provided by public water systems. HBMWD treats its water and performs annual monitoring and testing, in accordance with the DHS regulations and requirements, to ensure its water is safe to drink. In addition, MCSD performs separate monitoring and testing, in accordance with the DHS regulations and requirements, to ensure that the water quality remains high within the MCSD storage and distribution systems. Additional monitoring performed by MCSD includes laboratory analysis for coliform bacteria, disinfection byproducts and lead/copper. Test results for disinfection byproducts and lead/copper are included in the MCSD test results table. The MCSD testing for coliform produced no positive results and test results for disinfection byproducts have been below the Maximum Contaminant Level (MCL).

In 2013, HBMWD conducted approximately 408 water quality tests for 60 contaminants. MCSD also performed approximately 320 water quality tests during 2013. The results from both the HBMWD's and the MCSD's 2013 monitoring and testing programs indicate that our water quality is very high, as has consistently been the case in past years.

The tables enclosed in the newsletter list all the drinking water contaminants that were *monitored* during 2013. Additionally, the State requires that both Districts monitor for certain contaminants less than once per year because the concentrations of these contaminants are not expected to vary significantly from year to year. Therefore, results from prior years are included if such a contaminant was detected. There are very few entries in the tables because very few contaminants were actually detected in prior years. It is once again important to note that the presence of these contaminants does not necessarily indicate that the water poses a health risk.

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. MCSD is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at (<http://www.epa.gov/safewater/lead>).

During 2013, the District was also required to test for unregulated contaminants as part of the Unregulated Contaminant Monitoring Rule (UCMR) 3. This testing and results are described on the next page. It is important to note that the presence of contaminants does not necessarily indicate that the water poses a health risk.

### **Definitions of Terms Used in This Report:**

You will find many terms and abbreviations in the table below. To help you understand these terms, the following definitions are provided:

- **Public Health Goal (PHG):** The level of a contaminant in drinking water, below 9 which there is no known or expected risk to health. PHGs are set by the California Environmental Protection Agency.
- **Maximum Contaminant Level Goal (MCLG):** The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs are set by the U.S. Environmental Protection Agency.
- **Maximum Contaminant Level (MCL):** The highest level of a contaminant that is allowed in drinking water. Primary MCLs are set as close to the PHGs (or MCLGs) as is economically and technologically feasible. Secondary MCLs cover the aesthetic quality of the water such as odor, taste and appearance.
- **Primary Drinking Water Standard (PDWS):** MCLs for contaminants that affect health along with monitoring, reporting requirements and water treatment requirements.
- **Maximum Residual Disinfectant Level (MRDL):** The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.
- **Maximum Residual Disinfectant Level Goal (MRDLG):** The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.
- **Regulatory Action Level (RAL):** The concentration of a contaminant which, when exceeded, triggers treatment or other requirements that a water system must follow.
- **n/a:** not applicable
- **ND:** not detectable at testing limit
- **ppb:** parts per billion or micrograms per liter ( $\mu\text{g/L}$ )
- **ppm:** parts per million or milligrams per liter ( $\text{mg/L}$ )
- **pCi/l:** picocuries per liter (**a measure of radiation**)
- **$\text{mgCaCO}_3/\text{L}$ :** milligrams of calcium carbonate per liter (**a measure of hardness**)
- **microseimens/ cm :** a measure of specific conductance ( $\mu\text{S/cm}$ )
- **NTU:** Nephelometric Turbidity Units
- **Detection Limit for Purposes of Reporting (DLR):** The DLR is a parameter that is set by state regulation for each reportable contaminant. The presence of these contaminants in the drinking water at its DLR does not necessarily indicate that the water poses a health risk and can be below its MCL.

- **Minimum Reporting Level (MRL):** The MRL is defined by the USGS National Water Quality Laboratory as the smallest measured concentration of a substance that can be reliably measured by using a given analytical method.

**Humboldt Bay Municipal Water District Testing: RAW SOURCE WATER**

***McKinleyville Community Services District  
2013 Consumer Confidence Report***

Contaminant and Units	Level Detected	MCL	PHG (or MCLG)	Likely Source and Potential Effects (if above MCL)
<b>Disinfection Byproducts and Disinfectant Residuals</b>				
TTHMs – Total Trihalomethanes (µg/L)	Average = 6.6	80 µg/L	n/a	By-product of drinking water chlorination.
HAA5 (µg/L) Halo acetic Acids	Average = ND	60 µg/L	n/a	By-product of drinking water chlorination.
Chlorine (mg/L)	Average= 0.67	4 mg/L	4 mg/L	Drinking water disinfection added for treatment.
<b>Inorganic Contaminants</b>				
Copper (mg/L)*	Five sites tested and none were above the AL; 90 <sup>th</sup> percentile= 0.965	AL = 1.3 mg/L	0.3 mg/L	Internal corrosion of household plumbing; erosion of natural deposits; leaching from wood preservatives
Lead (µg/L)*	Five sites tested none above the AL 90 <sup>th</sup> percentile= 8	AL = 15 µg/L	0.2 µg/L	Internal corrosion of household plumbing systems; discharges from industrial manufactures, erosion of natural deposits
Aluminum (mg/L)****	0.16	1 mg/L	0.6 mg/L	Discharges form industrial manufactures, erosion of natural deposits
<b>Regulated Contaminants with Secondary MCLs</b> (as defined above, secondary MCLs address aesthetic quality of the water such as odor, taste and appearance)				
Chloride (mg/L) ***	Average = 2.8	500 mg/L	n/a	Runoff/leaching from natural deposits, or seawater influence
Sulfate (mg/L) ***	Average = 9.5	500 mg/L	n/a	Runoff/leaching from natural deposits; industrial wastes
Specific Conductance (µS/cm)**	Average 140	1600 µS/cm	n/a	Substances form ions in water
Total Dissolved Solids (mg/L) ***	Average = 93	1000 mg/L	n/a	Runoff/leaching from natural deposits
Turbidity (NTU)	Range = 0.03-0.15 Average = 0.07	5 NTU	n/a	Turbidity has no direct health effect. However, high levels of turbidity can interfere with disinfection and provide a medium for microbial growth. Turbidity may indicate the presence of disease-causing organisms. These organisms include bacteria, viruses, and parasites that cause symptoms such as nausea, cramps, diarrhea and associated headaches.

\*Samples taken in 2011\*\*, Samples taken in 2007, \*\*\*\*Samples taken in 2006

*Although sodium and hardness do not have MCLs, they are of interest to many consumers.*

***Hardness** is the sum of polyvalent cations present in water, generally magnesium and calcium. The cations are, usually naturally occurring. Hardness test resulted in 68 mg CaCO3/L (Sample taken in 2007)*

***Sodium** refers to salt present in water and is generally naturally occurring. Sodium test resulted in 3.6 mg/L (Sample taken in 2007)*

**Unregulated Contaminant Monitoring Rule (UCMR) 3 – 2013 Testing Results**

As part of the federal drinking water program, USEPA issues a list of currently unregulated contaminants to be tested by Public Water Systems throughout the nation. This process occurs every five years pursuant the Unregulated Contaminanat Monitoring Rule (UCMR). The purpose of the UCMR program is to determine the prevelence of unregualted contaminants in drinking water. Results of this testing help USEPA determine whether or not to regulate new contaminants for protection of public health.

There have been three cycles of monitoring: UCMR 1 (2001–2003), UCMR 2 (2008-2010), and UCMR 3 (2013-2015). The District participated in UCMR 1 and UCMR 2 in which 37 contituents were tested; all results were non-detected. The District also participated in the current UCMR 3 testing in 2013. The District tested 28 constituents on USEPA’s List 1 (Assessment Monitoring) and List 2 (Screening Survey). Of the 28 constituents tested, 24 were non-detected and four had results. The table below shows the four constituents with results above their minimum reporting levels (MRL). Although unregulated by USEPA, two of the four have MCL’s established or proposed by CDPH. Information on the likely source and potential health effects is also included.

**Humboldt Bay Municipal Water District Testing: UCMR 3**

Contaminant and Units	Level Detected	Levels & Goals (see last page for definitions)			Likely Source and Potential Effects (if above MCL)
		MRL	MCL	PHG	
Unregulated Contaminant Monitoring Rule 3 – Detected Chemicals					
Chromium 6 +	Range = 0.18 – 0.23 µg/L	0.03 µg/L	0.10 µg/L (proposed but not yet adopted)	0.02 µg/L	Naturally occurring from geological formations, also from manufacturing of textile dyes, wood preservation, leather tanning, and anti-corrosion coatings.
Chromium, Total	Range = 0.20 – 0.39 µg/L	0.20 µg/L	50 µg/L	n/a	Discharge from steel and pulp mills and chrome plating; erosion of natural deposits. Some people who use water containing chromium in excess of the MCL over many years may experience allergic dermatitis.
Strontium, Total	Range = 240 – 310 µg/L	0.30 µg/L	n/a	n/a	Strontium is a silvery metal that rapidly turns yellowish in air. Strontium is found naturally as a non-radioactive element. Strontium has 16 known isotopes. Naturally occurring strontium is found as four stable isotopes Sr-84, -86, -87, and -88. Twelve other isotopes are radioactive.
Vandium, Total	Range = 0.38 – 0.65 µg/L	0.20 µg/L	n/a	n/a	Naturally-occurring; the primary possible contaminating activity is steel manufacturing and in association with hazardous waste sites. The babies of some pregnant women who drink water containing vanadium in excess of the notification level may have an increased risk of developmental effects, based on studies in laboratory animals.

*Note: Vanadium has Notification level of 50 µg/L*

**McKinleyville Community Services District Testing: DISTRIBUTION SYSTEM**

***McKinleyville Community Services District  
2013 Consumer Confidence Report***

Contaminant and units	Level Detected	MCL	PHG (or MCLG)	Likely Source and Potential Effects (if above MCL)
<b>Microbiological Contaminants -- 211 Samples</b>				
Total Coliform Bacteria	Zero positive	More than one positive sample monthly	Zero positives	Naturally present in the environment
Fecal Coliform And E. coli. Bacteria	Zero positive	A routine sample and a repeat sample are total coliform positive, and one is also fecal coliform positive	Zero positive	Fecal coliform and E. coli. are bacteria whose presents indicates that water may be contaminated with human waste or animal fecal waste
<b>Disinfection Byproducts and Disinfectant Residuals</b>				
TTHMs – Total (µg/L) Trihalomethanes	Average= 8.4	80 µg/L	n/a	By-product of drinking water chlorination
HAA5 (µg/L) Halo acetic Acids	Average=3.1	60 µg/L	n/a	By-product of drinking water chlorination
Chlorine (mg/L)	Average= 0.49	4 mg/L	4	Drinking water disinfection
<b>Lead and Copper</b>				
Copper (mg/L)	Thirty sites tested none above the AL 90 <sup>th</sup> percentile= 1.21	AL = 1.3 mg/L	0.3 mg/l	Internal corrosion of household plumbing; erosion of natural deposit
Lead (µg/L)	Thirty sites tested none above the AL 90 <sup>th</sup> percentile= 2.63	AL = 15 µg/L	0.2 µg/L	Internal corrosion of household plumbing systems; discharges from industrial manufactures, erosion of natural deposits

*Additional Water Characteristics*  
*Sodium and Hardness*

*Although sodium and hardness do not have MCLs, they are of interest to many consumers who are concerned about sodium intake.*

***Hardness*** is the sum of polyvalent cations present in water, generally magnesium and calcium. The cations are, usually naturally occurring.

***Sodium*** refers to salt present in water and is generally naturally occurring.

Sodium (ppm) *	Average = 3.6	Samples Taken in 2007
Hardness * (mgCaCO <sub>3</sub> /L)	Range = 57 – 80 Average = 67	Samples Taken in 2005

**Unregulated Contaminant Monitoring Rule (UCMR) 3 – 2013 Testing Results**

As part of the federal drinking water program, USEPA issues a list of currently unregulated contaminants to be tested by Public Water Systems throughout the nation. This process occurs every five years pursuant the Unregulated Contaminanat Monitoring Rule (UCMR). The purpose of the UCMR program is to determine the prevelence of unregualted contaminants in drinking water. Results of this testing help USEPA determine whether or not to regulate new contaminants for protection of public health.

The District participated in the current UCMR 3 testing in 2013. The District tested 28 constituents on USEPA’s List 1 (Assessment Monitoring). Of the 28 constituents tested, 24 were non-detected and four had results. The table below shows the four constituents with results above their minimum reporting levels (MRL). Although unregulated by USEPA, two of the four have MCL’s established or proposed by CDPH. Information on the likely source and potential health effects is also included.

**McKinleyville Community Services District Testing: UCMR 3**

Contaminant and Units	Level Detected	Levels & Goals (see last page for definitions)			Likely Source and Potential Effects (if above MCL)
		MRL	MCL	PHG	
Unregulated Contaminant Monitoring Rule 3 – Detected Chemicals					
Chromium 6 +	Range = 0.23 – 0.29 µg/L	0.03 µg/L	0.10 µg/L (proposed but not yet adopted)	0.02 µg/L	Naturally occurring from geological formations, also from manufacturing of textile dyes, wood preservation, leather tanning, and anti-corrosion coatings.
Chromium, Total	Range = 0.26 – 0.29 µg/L	0.20 µg/L	50 µg/L	n/a	Discharge from steel and pulp mills and chrome plating; erosion of natural deposits. Some people who use water containing chromium in excess of the MCL over many years may experience allergic dermatitis.
Strontium, Total	Range = 270 – 283 µg/L	3.00 µg/L	n/a	n/a	Strontium is a silvery metal that rapidly turns yellowish in air. Strontium is found naturally as a non-radioactive element. Strontium has 16 known isotopes. Naturally occurring strontium is found as four stable isotopes Sr-84, -86, -87, and -88. Twelve other isotopes are radioactive.
Vandium, Total	Range = 0.41 – 0.48 µg/L	0.20 µg/L	n/a	n/a	Naturally-occurring; the primary possible contaminating activity is steel manufacturing and in association with hazardous waste sites. The babies of some pregnant women who drink water containing vanadium in excess of the notification level may have an increased risk of developmental effects, based on studies in laboratory animals.

*Note: Vanadium has Notification level of 50 µg/L*

# McKinleyville Community Services District

## BOARD OF DIRECTORS

June 4, 2014

TYPE OF ITEM: **ACTION**

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**ITEM: E.1.                      Adopt Resolution 2014-18 Proclaiming July as Parks Make Life Better! Month**

**PRESENTED BY:                Jason Sehon, Parks & Recreation Director**

**TYPE OF ACTION:             Roll Call Vote**

**Recommendation:**

Staff recommends that the Board adopt Resolution 2014-18 proclaiming July as Parks Make Life Better! Month

**Discussion:**

Legislature has approved a resolution officially declaring July as Parks Make Life Better! Month. Legislature recognizes the importance of having access to local parks, trails, open space, facilities and programs for the health of California residents.

A statewide public opinion research concluded that 98% of California households visit a local park at least once a year; two in three households visit a park once a month; 50% of households participate in an organized recreation program; and most park use is with family and friends.

Staff understands that our park system enriches the lives of McKinleyville residents and is happy to recommend this resolution.

**Alternatives:**

Staff's analysis includes the following potential alternative:

- Take no action

**Fiscal Analysis:**

Not applicable

**Environmental Requirements:**

Not applicable

**Exhibits/Attachments**

- Resolution 2014-18 Attachment 1



**RESOLUTION 2014-18**

**A RESOLUTION PROCLAIMING JULY 2014 AS PARKS MAKE LIFE BETTER! MONTH**

**WHEREAS,** Parks and Recreation makes lives and communities better now and in the future; and

**WHEREAS,** it is established through statewide public opinion research, 98% of California households visit a local park at least once a year; two in three households visit a park once a month; 50% of households participate in an organized recreation program; and most park use is with family and friends; and

**WHEREAS,** residents value recreation as it provides positive alternatives for children and youth to reduce crime and mischief especially during nonschool hours; it promotes the arts, it increases social connections; aids in therapy; and promotes lifelong learning; and

**WHEREAS,** residents value their parks for access to outdoor spaces for children and adults to play and be active; exercise and group sports; and

**WHEREAS,** parks provide access to the serenity and the inspiration of nature and outdoor spaces as well as preserve and protect the historic, natural and cultural resources in our community; and

**WHEREAS,** the residents of McKinleyville including children, youth, families, adults, seniors, businesses, community organizations, and visitors benefit from the wide range of parks, trails, open space, sports fields, facilities and programs provided by the McKinleyville Community Services District; and

**WHEREAS,** the McKinleyville Community Services District urges residents of McKinleyville to recognize that parks and recreation enriches the lives of its residents and visitors as well as adding value to the community's homes and neighborhoods; and

**NOW, THEREFORE, BE IT RESOLVED** that the McKinleyville Community Services District hereby proclaims July 2014 as Parks Make Life Better!® Month and in doing so, urges all its citizens to use and enjoy its parks, trails, open space, facilities, and recreation opportunities.

**ADOPTED, SIGNED AND APPROVED** at a duly called meeting of the Board of Directors of the McKinleyville Community Services District on the 4th of June 2014 by the following polled vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

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David R. Couch, Board President

Attest:

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Becky Schuette, Board Secretary

# **McKinleyville Community Services District**

## **BOARD OF DIRECTORS**

June 4, 2014

TYPE OF ITEM: **ACTION**

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**ITEM: E.2**                      **Review and consider authorizing approval and execution of the First Amendment to the Special Facilities Agreement between McKinleyville Community Services District, Humboldt Bay Municipal Water District, City of Arcata and City of Eureka.**

**PRESENTED BY:**              **Greg Orsini, General Manager**

**TYPE OF ACTION:**          **Voice Vote**

### **Recommendation:**

Staff recommends that the Board review information, discuss, take public comment and authorize General Manager to execute the First Amendment to the Special Facilities Agreement (Attachment B) with Humboldt Bay MWD, City of Arcata and City of Eureka.

### **Discussion:**

The project in question developed a turnout from the City of Arcata's water system at Guintoli and Wymore Lane and funds construction of a line extension from Wymore Lane connecting to the newly installed Mad River Bridge Crossing emergency pipeline and from the Mad River Bridge along North Bank Road to the Ramey Booster Station.

The Special Facilities Agreement was approved by our Board at the November 27, 2012 meeting and is presented as Attachment A. The necessity for the First Amendment is related to ownership of the southern portion of the intertie after construction is completed and California Department of Public Health (CDPH) fully funds the project.

City Of Arcata has determined that it would be appropriate for them to own and maintain that portion of the intertie due to the proximity to their sphere of influence. Management of MCSD fully agrees.

Please find the Special Facilities Agreement as Attachment A for your reference.

District Legal Council has reviewed the First Amendment to the Special Facilities Agreement (Attachment B).

**Alternatives:**

Staff's analysis includes the following potential alternative:

- Take no action

**Fiscal Analysis:**

Not applicable

**Environmental Requirements:**

CEQA was completed prior to the CDPH funding agreement

**Exhibits/Attachments**

- Attachment A SFA
- Attachment B Amendment to SFA

**SPECIAL FACILITIES AGREEMENT  
PURSUANT TO SECTION 7.5 OF ORDINANCE 16**

This Special Facilities Agreement (“Agreement”) is made and entered effective as of \_\_\_\_\_, 2012 (the “Effective Date”), by the Humboldt Bay Municipal Water District (“HBMWD”), the City of Arcata (“City of Arcata”) and McKinleyville Community Services District (“MCSD”) (HBMWD, City of Arcata and MCSD being hereinafter referred to, individually, as a “Party” and, collectively, as the “Parties”).

**BACKGROUND**

A. HBMWD provides treated drinking water on a wholesale basis to certain municipal customers, with HBMWD and such municipal customers serving a population of approximately 87,600, constituting approximately 65% of Humboldt County’s population;

B. HBMWD’s Ordinance 16 originally approved and adopted May 7, 1999, and amended effective June 22, 2006 (“Ordinance 16”), established rates, charges and conditions of service for water sales to municipal water customers, and provides for the option of HBMWD and Municipal Water Customers (as defined in Ordinance 16) to enter into a contract for the construction of Special Facilities (as defined in Ordinance 16) by HBMWD pursuant to contract with one or more of HBMWD’s customers;

C. As of the Effective Date, such municipal customers consist of the Cities of Arcata, Blue Lake and Eureka, and the Fieldbrook-Glendale, Humboldt, Manila and McKinleyville Community Service Districts (collectively, the “Municipal Customers”);

D. MCSD owns a transmission pipeline (the “MCSD Pipeline”) that extends from HBMWD’s Korblex Property located on Pipeline Road above West End Road in Arcata to the MCSD Ramey Pump Station (the “RPS”) at the corner of North Bank and Azalea Roads in McKinleyville;

E. Consistent with MCSD’s adopted Capital Improvement Program, MCSD has caused the installation of a segment of transmission pipeline (the “Bridge Pipeline”) within the new Highway 101 bridge over the Mad River with the intent to eventually complete a permanent emergency intertie;

F. City of Arcata’s adopted Capital Improvement Plan has identified the need for a second intertie to the regional water system within the West End Road/Valley West Neighborhood to provide increased pressures and a redundant connection prior to the vulnerable transmission line crossing under Hwy 101;

G. HBMWD has submitted an application (the “Application”) to the California Department of Public Health (“DPH”) for funding (the “Funds”) from California Proposition 50, the Water Security, Clean Drinking Water, Coastal and Beach Protection Act of 2002 (“Proposition 50”), for certain infrastructure improvements that would benefit each of the Parties in meeting their obligations to (i) provide water to their respective customers and (ii) assist other Municipal Customers during emergencies, as well as benefitting HBMWD in the fulfillment of its mission to

reliably deliver high quality drinking water at a reasonable cost to the communities and customers HBMWD serves in the greater Humboldt Bay Area;

H. On September 17, 2012, DPH acknowledged receipt of the Application, that the application is complete and ready to be processed, and that DPH is conducting a full technical review.

I. In the event DPH approves the Projects, HBMWD anticipates receiving a letter of commitment (“LOC”) from DPH in or about December, 2012. Receipt of the LOC triggers the following critical deadlines with respect to compliance with anticipated DPH pre-funding requirements: (1) within thirty (30) days after receipt of the LOC from DPH, HBMWD must sign and return the LOC; and (2) within ninety (90) days (the “Plans and Specifications Deadline”) after return of the signed LOC to DPH, HBMWD must submit to DPH complete plans and specifications for the Projects and must satisfactorily demonstrate that it has secured all rights of way necessary to successfully complete the Projects.

J. In order to meet these deadlines, each of the Parties may need to expend locally controlled funds in anticipation of a Proposition 50 Funds disbursement.

K. The Parties desire to document their agreement with respect to the terms and conditions under which HBMWD would expend the Funds on the Projects (as defined below), with the intent of facilitating the advancement of the Parties’ collective service mission to the community.

NOW THEREFORE, the Parties agree as follows:

1. **The Special Facilities Projects.** HBMWD anticipates that it may secure Funds sufficient to complete some or all of the following projects (the “Projects”) as a result of its Application:

(a) Arcata/Eureka Intertie. Construction of a new pipeline interconnection, of a design mutually agreed upon by City of Arcata and City of Eureka (“City of Eureka”), between City of Arcata’s distribution system and City of Eureka’s Mad River transmission pipeline at the Corner of L.K. Wood Boulevard and 14th Street in Arcata (the “Arcata/Eureka Intertie”); the Parties anticipate that City of Arcata will obtain all necessary permissions to connect to City of Eureka’s Mad River transmission pipeline; and

(b) Aldergrove Intertie. Construction of a second Arcata transmission pipeline interconnection, of a design to be mutually agreed upon by HBMWD and City of Arcata, from HBMWD’s 33-inch municipal water transmission line to City of Arcata’s distribution system near Aldergrove Road in Arcata (the “Aldergrove Intertie”) to improve supply reliability to Arcata and pressure in the northern portion of City of Arcata’s distribution system. The Aldergrove Intertie is the necessary first segment for a new emergency intertie for MCSD and the Aldergrove Intertie would also improve supply reliability for other Municipal Customers under certain circumstances; and

(c) Arcata/MCSD Intertie. Construction of a new transmission pipeline interconnection, of a design to be mutually agreed upon by City of Arcata and MCSD, consisting of

an extension from the corner of Giuntoli Lane and Wymore Road, north along Wymore Road to the Bridge Pipeline (the “Arcata/MCSD Intertie”); and

(d) Bridge/MCSD Intertie. Construction of a new transmission pipeline interconnection, of a design to be determined solely by MCSD, consisting of an extension from the north end of the Bridge Pipeline to MCSD’s RPS (the “Bridge/MCSD Intertie”). The Aldergrove Intertie, the Arcata/MCSD Intertie and the Bridge/MCSD Intertie together form a new emergency intertie from HBMWD to MCSD by utilizing a portion of City of Arcata’s distribution system. This new emergency intertie will be used solely to deliver water to MCSD customers in the event of an emergency or other event that materially disrupts normal service through the MCSD Pipeline.

**2. Project Priority.** In the event HBMWD is successful in securing the Funds necessary to complete all of the Projects, the Projects will be designed and constructed in accordance with the terms and conditions of this Agreement. In the event HBMWD is unsuccessful in securing sufficient Funds to complete all Projects, HBMWD will consult with all Parties and City of Eureka to determine with which Projects to proceed; provided, however, that the final decision as to which Projects will proceed shall be HBMWD’s in its sole discretion.

**3. Responsibility for Project Activities.** Primary responsibility for Project activities and other Party responsibilities shall be as follows:

(a) With respect to all activities prior to HBMWD receipt of a binding funding agreement from DPH, (i) HBMWD will consider in good faith input from all Parties, but shall have sole responsibility for preparation of CEQA documents for all Projects and sole responsibility for surveys, rights-of-way acquisition and design and preparation of plans and specifications for the Eureka/Arcata Intertie, Aldergrove Intertie and the Arcata/MCSD Intertie; and (ii) MCSD shall have sole responsibility for surveys, rights-of-way acquisition and design and preparation of plans and specifications for the Bridge/MCSD Intertie.

(b) With respect to all activities associated with the Eureka/Arcata Intertie and Aldergrove Intertie, after HBMWD receives a binding funding agreement from DPH, HBMWD will consider in good faith input from all Parties, but shall have sole responsibility for preparation of bid documents and construction management. With respect to all activities associated with the Arcata/MCSD Intertie and the Bridge/MCSD Intertie after HBMWD receives a binding finding agreement from DPH, MCSD shall have the sole discretion to either (i) elect to have sole responsibility for preparation of bid documents and construction management for such Projects as a single project or (ii) elect to have HBMWD include such Projects in its responsibilities as provided in the first sentence of this Section 3(b).

(c) The Parties understand and agree that due to the critical deadlines described above in Recital I, it is necessary that the Parties use reasonable good faith efforts to provide input and support to HBMWD with respect to its Project responsibilities as described above in a timely manner. The Parties shall provide input to HBMWD within no more than five (5) business days (each, a “Response Deadline”) after receipt of any request by HBMWD for such input. HBMWD will provide copies to the Parties of, and the Response Deadline shall apply to: (i) CEQA documents, including categorical exemption and/or mitigated negative declaration; (ii) engineering

designs at thirty percent (30%) completion; (iii) engineering designs at ninety percent (90%) completion; and (iv) final plans and specifications. In the event a response is not provided to HBMWD prior to 5:00 p.m. on the last day of any Response Deadline, the non-responding Party shall be deemed to have waived its right to comment or object to the subject matter of such Response Deadline. HBMWD shall not be penalized or otherwise liable for any reasonable action taken by HBMWD after failure of a Party to provide requested input by the Response Deadline.

(d) MCSD shall complete and submit its final plans and specifications for, and evidence of successful acquisition of all rights of way necessary to successful completion of, the Bridge/MCSD Intertie no later than ten (10) business days prior to the Plans and Specifications Deadline.

**4. Cost Recovery/Cost Responsibility Risk for Project Activities.** In the event HBMWD receives no Funds or receives Funds in an amount insufficient to complete all Projects, cost recovery risk for Project activities shall be as follows:

(a) With respect to all activities prior to HBMWD receipt of a binding funding agreement from DPH, (i) HBMWD will bear cost recovery risk for preparation of CEQA documents for all Projects and for surveys, rights-of-way acquisition and design and preparation of plans and specifications for the Eureka/Arcata Intertie, the Aldergrove Intertie and the Arcata/MCSD Intertie; and (ii) MCSD will bear cost recovery risk for surveys, rights-of-way acquisition and design and preparation of plans and specifications for the Bridge/MCSD Intertie. Notwithstanding the foregoing, HBMWD's cost recovery risk as provided in this Section 4(a) shall be limited to One Hundred Twenty-Five Thousand Dollars (\$125,000) (the "HBMWD Cost Recovery Risk Limit"), which amount has been included in HBMWD's budget and factored into HBMWD's wholesale charges for the current fiscal year.

(b) Based upon the scope and cost estimate prepared by GHD, Inc., dated October 24, 2012 (the "GHD Estimate"), estimating the allocation of the HBMWD Cost Recovery Risk Limit, the Parties anticipate that after completion of the CEQA and surveying services, the following amounts will be available for allocation toward the Projects as follows:

- (i) Eureka-Arcata Intertie engineering - \$12,350;
- (ii) Aldergrove Intertie engineering - \$13,683;
- (iii) Arcata/MCSD Intertie engineering - \$21,051; and
- (iv) Bridge/MCSD Intertie modeling - \$2,762.

(c) In the event the CEQA and surveying services exceed the estimated costs as provided in the GHD Estimate in an amount, as deemed by HBMWD in its reasonable discretion, that is not material, the engineering/modeling allocations contemplated by Section 4(b) above shall be reduced in proportion to their pro rata share of such allocations.

(d) In the event that, prior to completion of such activities, (i) HBMWD's expenditures for activities contemplated by Section 4(a) reach the HBMWD Cost Recovery Risk Limit or (ii) the CEQA and surveying services exceed the estimated costs as provided in the GHD



Estimate in an amount, as deemed by HBMWD in its reasonable discretion, that is material, HBMWD will notify the Parties of the current status of such activities, the extent of the activities remaining to be completed and the estimated cost of completing the activities remaining to be completed. HBMWD will not proceed with such remaining activities until it receives written authorization from City of Arcata to proceed with the Eureka/Arcata Intertie, the Aldergrove Intertie and/or the Arcata/MCSD Intertie and/or MCSD to proceed with the Arcata/MCSD Intertie. Upon authorization to proceed on any such Project, the Party authorizing such activities shall thereafter bear the cost recovery risk with respect to the Project so authorized. By way of example, and not by way of limitation, in the event City of Arcata were to authorize HBMWD to proceed with activities on one or more of the Projects, the cost of which are in excess of HBMWD Cost Recovery Risk Limit, City of Arcata shall thereafter bear all cost recovery risk for amounts expended in excess of the HBMWD Cost Recovery Risk Limit on the Projects so authorized by City of Arcata.

(e) With respect to cost recovery risk for all activities for preparation of bid documents, construction cost exceedances and construction management after HBMWD receives a binding funding agreement from DPH, (i) for the Eureka/Arcata Intertie, Aldergrove Intertie and Arcata/MCSD Intertie, HBMWD will consider in good faith input from all Parties with respect to whether and how to modify such Projects, but shall have sole responsibility for the final decision with respect to how to proceed; and (ii) MCSD will bear cost recovery risk for preparation of bid documents, construction cost exceedances and construction management for the Bridge/MCSD Intertie.

(f) In the event HBMWD receives sufficient Funds for completion of the Bridge/MCSD Intertie, MCSD may submit to HBMWD a statement of MCSD's actual costs incurred, in accordance with the requirements of the DPH funding agreement, for activities of MCSD with respect to the Bridge/MCSD Intertie. HBMWD shall reimburse MCSD for such costs within a reasonable time following receipt of Funds available for such costs.

(g) In the event HBMWD receives sufficient Funds in excess of the amounts required to complete all of the Projects, and subject to DPH finding such costs to be eligible for application of the Funds, MCSD may submit to HBMWD an itemized statement of MCSD's Soft Costs incurred in connection with its completion of the Bridge Pipeline. HBMWD shall reimburse MCSD for such costs within a reasonable time following receipt of Funds available for such costs. "Soft Costs" shall mean costs associated with the planning, engineering and permitting activities for the Bridge Pipeline project.

**5. Subsequent Ownership.** Assuming sufficient Funds being awarded for completion of all Projects, upon completion of the Aldergrove Intertie, Arcata/MCSD Intertie and Bridge/MCSD Intertie and satisfaction of any post-completion requirements of DPH, ownership and responsibility for operation and maintenance of such interties will be as follows:

(a) Eureka/Arcata Intertie - All components: City of Arcata.

(b) Aldergrove Intertie - Pipeline and appurtenances prior to new mainline meter:  
HBMWD.

(c) Aldergrove Intertie - Pipeline and appurtenances after mainline meter, building and building contents: City of Arcata.

(d) Arcata/MCSD Intertie -Meter and valves prior to the meter: City of Arcata.

(e) Arcata/MCSD Intertie - All components after the meter: MCSD.

(e) Bridge/MCSD Intertie - All components: MCSD.

**6. Structure of City of Arcata's Cost/Pricing Upon Addition of Aldergrove Intertie.** Upon completion of the Aldergrove Intertie, City of Arcata's cost/pricing structure, with respect to those components of such cost/pricing structure set forth in Ordinance 16 that will be impacted by the addition of the Aldergrove Intertie, will be calculated as follows:

(a) Moving Five-Year Average. City of Arcata's Moving Five-Year Average (as defined in Ordinance 16) calculation shall be made using the sum of the Moving Five-Year Average for City of Arcata's existing mainline meter ("Existing Meter") and the Moving Five-Year Average for the new Aldergrove Intertie meter ("Aldergrove Meter"); and

(b) Peak Rate Allocation. City of Arcata's Peak Rate Allocation (as defined in Ordinance 16) shall be determined by summing the daily deliveries through the Existing Meter and the Aldergrove Meter and then determining the Peak Delivery Rate (as defined in Ordinance 16).

**7. Operational Agreement.** City of Arcata and MCSD shall use reasonable good faith efforts to enter into an operational agreement (the "Operational Agreement") with respect to the terms and conditions of operation and maintenance of the Arcata/MCSD Intertie no later than June 30, 2013. The Operational Agreement shall include, but not be limited to, provisions for establishing the necessary safeguards to protect the integrity of City of Arcata's and MCSD's systems while delivering emergency water to the other Party, the maximum delivery commitment and rate of delivery during an emergency, developing standard operating procedures to operate the Arcata/MCSD Intertie, including provisions to periodically test the lines and backflow prevention associated with the Arcata/MCSD Intertie, establishing rates and charges for water supplied via the Arcata/MCSD Intertie, and defining the process to remedy any unintended consequences to MCSD's or City of Arcata's water systems.

**8. Indemnification; Notice; Tort Claims.**

(a) Indemnification. Each Party (in such capacity, "Indemnitor") shall indemnify and hold harmless each other Party (in such capacity, and including such Party's successors, assigns, officers, directors, employees, agents, representatives, subsidiaries and affiliates, "Indemnitees") from and against all claims, liabilities, losses, damages or expenses arising out of or relating to all acts, failures to act or other conduct of Indemnitor and/or parties for whose acts, failures to act or other conduct Indemnitor is legally responsible (collectively, the "Indemnitor Parties"). This indemnity provision is not intended to and shall not in any way limit the extent of any insurance coverage available to any of the Indemnitees under any insurance policy purchased and maintained by any Indemnitor Party (even coverage for any one or any combination of the Indemnitees' sole active negligence).

(b) Notice. Each Party shall provide written notice of any claim or potential claim of which such Party becomes aware to each other Party who has or may have an indemnity obligation under this Agreement with respect to such claim or potential claim.

(c) Tort Claims. Each Party intends that this Agreement shall in no way abrogate or constitute a waiver of any immunity or defense available to it under California law.

**9. Miscellaneous.**

(a) Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of California without reference to the choice of law principles thereof.

(b) Entire Agreement; Modification; Waiver. This Agreement contains the entire agreement between the Parties with respect to the subject matter hereof, and there are no agreements, understandings, representations and warranties regarding the subject matter hereof between any Parties other than those set forth or referred to herein. This Agreement may not be modified or amended except by an instrument or instruments in writing signed by the Parties hereto. Any Party hereto may, only by an instrument in writing, waive compliance by any other Party hereto with any term or provision of this Agreement. The waiver by any Party hereto of a breach of any term or provision of this Agreement shall not be construed as a waiver of any subsequent breach.

(c) Counterparts. This Agreement may be executed in two or more counterparts, all of which shall be considered one and the same agreement, and shall become effective when one or more counterparts have been signed by each of the Parties and delivered to the other Parties. Photocopies, facsimiles and PDF files of any signed counterpart of this Agreement are effective and valid for any and all purposes as if they were the original signed copy.

(d) No Third Party Beneficiaries. Nothing in this Agreement or any ancillary documents, whether expressed or implied, is intended or shall be construed to confer upon or give to any person, firm, corporation or legal entity other than the Parties any rights, remedies or other benefits under or by reason of this Agreement.

(e) Severability. If any provision of this Agreement is declared by a court of competent jurisdiction to be invalid, the validity of the remaining terms and provisions shall not be affected.

**10. Ratification by Legislative Bodies**. Until such time as this Agreement is formally ratified by the legislative bodies of each Party, this Agreement constitutes a non-binding statement of intent and creates no obligations or liability on behalf of such Party. Any Party who takes any actions in reliance on this Agreement before it is ratified by all legislative bodies of the Parties does so at its own cost and risk.

**[THE NEXT PAGE IS THE SIGNATURE PAGE]**

IN WITNESS WHEREOF, the Parties have executed this Special Facilities Agreement effective as of the date(s) provided herein.

**HUMBOLDT BAY MUNICIPAL WATER DISTRICT**

\_\_\_\_\_  
By: \_\_\_\_\_  
Its: \_\_\_\_\_

**MCKINLEYVILLE COMMUNITY SERVICES DISTRICT**

\_\_\_\_\_  
By: \_\_\_\_\_  
Its: \_\_\_\_\_

**CITY OF ARCATA**

\_\_\_\_\_  
By: \_\_\_\_\_  
Its: \_\_\_\_\_

**FIRST AMENDMENT TO  
AMENDED AND RESTATED SPECIAL FACILITIES AGREEMENT  
PURSUANT TO SECTION 7.5 OF ORDINANCE 16**

This is a First Amendment (the “Amendment”) to that certain agreement entitled AMENDED AND RESTATED SPECIAL FACILITIES AGREEMENT PURSUANT TO SECTION 7.5 OF ORDINANCE 16, is effective as of \_\_\_\_\_, 2014 (the “Effective Date”), and is by and among the Humboldt Bay Municipal Water District (“HBMWD”), the City of Arcata (“City of Arcata”), the City of Eureka (“City of Eureka”) and McKinleyville Community Services District (“MCSD”) (HBMWD, City of Arcata, City of Eureka and MCSD being hereinafter referred to, individually, as a “Party” and, collectively, as the “Parties”). Capitalized terms not otherwise defined herein shall have the meanings given them in the Special Facilities Agreement (as defined below).

**RECITALS**

A. The Parties entered into that certain Amended and Restated Special Facilities Agreement Pursuant to Section 7.5 of Ordinance 16 dated May 3, 2013 (the “Special Facilities Agreement”), pursuant to which the Parties agreed to undertake certain Projects conditioned upon the receipt of certain Proposition 50 grant funds from the California Department of Public Health; and

B. The Parties desire to amend the Special Facilities Agreement to modify the post-completion ownership and responsibilities for operation and maintenance of certain segments of the Projects.

NOW, THEREFORE, in consideration of the foregoing, and the respective agreements, warranties and covenants contained herein, and for other good and valuable consideration, the parties hereto agree, covenant and warrant as follows:

**AGREEMENT**

1. Sections 6(e) and (f) of the Special Facilities Agreement are hereby deleted and replaced in their entirety with the following:

“(e) Arcata/MCSD Intertie - The meter and 18-inch pipe, including valves and appurtenances, from Guintoli Lane along Wymore Road up to the valve vault located approximately 15 feet east of the south end of the Highway 101 Mad River bridge at Station 1+26.7 (the “South Valve Vault”): Arcata.

(f) Arcata/MCSD Intertie - The South Valve Vault and pipe extending northerly therefrom, including valves and appurtenances located at the north end of the Highway 101 Mad River bridge: MCSD.”

2. Except as modified pursuant hereto, no other changes or modifications to the Special Facilities Agreement are intended or implied and in all other respects the Special

Facilities Agreement is hereby specifically ratified, restated and confirmed by all Parties. The Special Facilities Agreement and this Amendment shall be read and construed as one agreement.

IN WITNESS WHEREOF the parties hereto have executed this Amendment the day and year first written above.

**HUMBOLDT BAY MUNICIPAL WATER DISTRICT**

**MCKINLEYVILLE COMMUNITY SERVICES DISTRICT**

\_\_\_\_\_  
By: \_\_\_\_\_  
Its: \_\_\_\_\_

\_\_\_\_\_  
By: \_\_\_\_\_  
Its: \_\_\_\_\_

**CITY OF ARCATA**

**CITY OF EUREKA**

\_\_\_\_\_  
By: \_\_\_\_\_  
Its: \_\_\_\_\_

\_\_\_\_\_  
By: \_\_\_\_\_  
Its: \_\_\_\_\_

# McKinleyville Community Services District

## BOARD OF DIRECTORS

June 4, 2014

TYPE OF ITEM: **ACTION**

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**ITEM: E.3**                      **Consider Local Agency Formation Commission (LAFCo) Election for Special District Representative**

**PRESENTED BY:**              **Greg Orsini, General Manager**

**TYPE OF ACTION:**          **Roll Call Vote**

**Recommendation:**

Staff recommends the Board review the information and list of nominees, take public comment and place one (1) vote for the nominee of your choice for Special District representation to serve as a regular “voting” member on the Humboldt Local Agency Formation Commission.

**Discussion:**

Introduction of Local Agency Formation Commissions and information about LAFCo retrieved from LAFCo website. The Humboldt LAFCo is composed of five regular commissioners: two county supervisorial members, two city council members, two Special District members, and one public member. Commission members serve four year terms. There is also one alternate member for each of the four classifications. The Commission employs its own staff, an Executive Officer and Administrator.

Local Agency Formation Commissions, known as LAFCos, were created in each county by the California State Legislature in 1963 with regulatory and planning responsibilities to coordinate the timely development of local governmental agencies and their services while protecting agricultural and open-space resources. Most notably, this includes managing local government boundary changes by approving or disapproving proposals involving the formation, expansion, or dissolution of cities and Special Districts.

Special Districts serve important roles in California given that they are responsible for providing a range of municipal services such as water, sewer or fire - within particular areas, such as unincorporated communities. Special Districts fall into two categories, independent and dependent. Independent Special Districts have a board of directors elected by the voters that reside within their boundaries. Dependent Special Districts have a board of directors appointed by other local agencies or whose board members are the board of supervisors or city council.



The Humboldt LAFCo facilitates changes in local governmental structure and boundaries that fosters orderly growth and development, promotes the efficient delivery of services, and encourages the preservation of open space and agricultural lands.

Humboldt LAFCo is providing ballots for Special Districts to vote for ONE (1) candidate to fill three (3) vacancies for LAFCo Representatives. The person receiving the highest number of votes will fulfill a Regular Member 4 year term beginning July 1, 2014 and ending June 30, 2018. The person receiving the second highest votes will complete an unexpired (vacated) Regular Member 4 year term (which has 2 years remaining) that will end on June 30, 2016. The person receiving the third highest votes will fulfill an Alternate Member position with a four year term beginning July 1, 2014 and ending June 30, 2018. Staff recommends voting the Board's choice for the Special District representation to serve as a regular "voting" member on the Humboldt Local Agency Formation Commission.

**Alternatives:**

Staff's analysis includes the following potential alternative:

- Take no action

**Fiscal Analysis:**

Not applicable

**Environmental Requirements:**

Not applicable

**Exhibits/Attachments**

- Attachment 1 – LAFCo Election Information, Candidate Qualifications & Election Ballot



# HUMBOLDT

*Local Agency Formation Commission*

1125 16<sup>th</sup> Street, Suite 202, Arcata, CA 95521  
 (707) 445-7508 / (707) 825-9181 fax  
[www.humboldtlafo.org](http://www.humboldtlafo.org)

RECEIVED

MAY 23 2014

McK. C.S.D.

## SPECIAL DISTRICT ELECTION

**Date:** May 22, 2014  
**To:** Presiding Officers of Independent Special Districts in Humboldt County  
**From:** George Williamson, Executive Officer  
**Subject:** Election of Special District Representatives to serve on LAFCo

Enclosed is a Ballot and a summary of qualifications for each of the candidates for Special District LAFCo Representative.

Please vote for ONE candidate on the BALLOT. Please return the completed ballot by mail to:

Humboldt LAFCo  
 1125 16<sup>th</sup> Street, Suite 202  
 Arcata, CA 95521

The candidates securing the highest votes will be declared elected to the offices in the following order:

LAFCo Office	Term of Office (ends on June 30)	Voting Order
Regular Member	2014 - 2018 (new 4-year term)	Highest votes
Regular Member	2012 - 2016 (unexpired 2-year term)	Second highest votes
Alternate Member	2014 - 2018 (new 4-year term)	Third highest votes

**Ballots must be returned by 5:00 p.m. on July 7, 2014.**

## CANDIDATE QUALIFICATIONS

### SPECIAL DISTRICT LAFCO REPRESENTATIVE

	<b>Troy Nicolini</b>	<b>J. Bruce Rupp</b>	<b>Frank Scolari</b>	<b>George Wheeler</b>
<b>District Board</b>	Samoa Peninsula Fire District	Humboldt Bay Municipal Water District	Humboldt Community Services District	McKinleyville Community Services District
<b>Board Service</b>	11 years	18 years	18 years	0.5 years
<b>Present Occupation</b>	Warning Coordination Meteorologist for NOAA	Retired Real Estate Broker/Owner	Real Estate Broker/Owner	Retired
<b>Interest in serving on LAFCO</b>	To represent the interests of special districts on LAFCO and to bring the benefits of their achievement to the forefront of local government in Humboldt County.	The Water District, as part of water resource planning, may be considering expansion of its service area. The north spit is also an area which will be of interest to LAFCO and the Water District. Finally, to use city and county government services experience to better serve the public.	To share experience as a District representative with LAFCO and to participate in the decision making process.	To learn how LAFCO operates, especially when the decisions might impact McKinleyville, and to be part of the LAFCO process.
<b>Qualifications for serving on LAFCO</b>	One year serving on LAFCO as regular special district member. Experience working with LAFCO staff on countywide issues facing special districts. 16 years at NOAA overseeing community preparedness, planning, and response for weather events, tsunamis, and other natural hazards. Experience has provided good insight into the issues facing special districts in Humboldt County.	Five years as U.S. Army Officer, combat veteran, Bronze Star. Seven years of progressively more responsible personnel management positions in Alameda County Government. Ten years as City Manager of City of Alameda. Four years as Humboldt County CAO. Twelve years as Real Estate Broker and owner. Graduate of San Jose State University with major in Public Administration.	Working knowledge of public processes and full awareness of bigger picture cause-and-effect when viewing the potential pluses and minuses of a project while keeping within the established guidelines and legalities.	65 years, "kickin' the can down the road" B.S. Computer Info Systems MBA, Humboldt State University Retired and has the time to be fully involved
<b>Civic/Local Government Involvement</b>	Samoa Peninsula Fire District Director/President; Pacific Coast Fish, Wildlife, and Wetlands Restoration Association Board member.	Humboldt Bay Municipal Water District Director, past President; Redwood Region Economic Development Commission member, past Chair; City of Eureka Finance Advisory Committee member. Eureka Rotary member; Public Television (KEET) Board; Elks Lodge.	Humboldt CSD Director for more than 18 years; Redwood Region Economic Development Commission member for more than 15 years.	Longtime "citizen at large"; cub scout leaders, football, baseball, wrestling, soccer, swimming.

**OFFICIAL ELECTION BALLOT**  
**SPECIAL DISTRICT LAFCO REPRESENTATIVE**

Mark selection directly onto the ballot, voting for no more than one (1) candidate. Ballots must be returned to the LAFCo office at 1125 16<sup>th</sup> Street, Suite 202, Arcata, CA 95521, on or before July 7, 2014 at 5:00 p.m.

- ☐ **TROY NICOLINI** (incumbent)  
Occupation: NOAA's National Weather Service  
Sponsor: Samoa Peninsula Fire District
- ☐ **J. BRUCE RUPP**  
Occupation: Retired Real Estate Broker/Owner  
Sponsor: Humboldt Bay Municipal Water District  
Sponsor: Manila Community Services District
- ☐ **FRANK SCOLARI**  
Occupation: Real Estate Broker/Owner  
Sponsor: Humboldt Community Services District
- ☐ **GEORGE WHEELER**  
Occupation: Retired  
Sponsor: McKinleyville Community Services District

The \_\_\_\_\_ Board hereby selects the above candidate to serve as a special district member on the Humboldt Local Agency Formation Commission.

Board action taken on the \_\_\_\_\_ day of \_\_\_\_\_, 2014, by the following vote:

AYES:

NOSE:

ABSENT:

ABSTAIN:

PRESIDING OFFICER:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

# McKinleyville Community Services District

## BOARD OF DIRECTORS

June 4, 2014

TYPE OF ITEM: **ACTION**

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**ITEM: E.4**                      **Consider Adopting Procedure to Draft Integrated Pest Management Plan for MCSD**

**PRESENTED BY:**              **Greg Orsini/ Jason Sehon**

**TYPE OF ACTION:**          **Voice Vote**

**Recommendation:**

Staff recommends that the Board view the Power Point, discuss, take public comment and direct management to develop a District wide Integrated Pest Management Plan, by continuing to working on the plan, seek guidance from the Humboldt County Agriculture Department and bring the plan back to the Board in sections for public input and Board Approval as sections are completed.

**Discussion:**

From the USEPA Website: Integrated Pest Management (IPM) is an effective and environmentally sensitive approach to pest management that relies on a combination of common-sense practices. IPM programs use current, comprehensive information on the life cycles of pests and their interaction with the environment. This information, in combination with available pest control methods, is used to manage pest damage by the most economical means, and with the least possible hazard to people, property, and the environment.

The IPM approach can be applied to both agricultural and non-agricultural settings, such as the home, garden, and workplace. IPM takes advantage of all appropriate pest management options including, but not limited to, the judicious use of pesticides. In contrast, *organic* food production applies many of the same concepts as IPM but limits the use of pesticides to those that are produced from natural sources, as opposed to synthetic chemicals.

Management of MCSD recognizes the importance of such a plan and has been working on developing an IPM for the last two years. We have researched and reviewed several other existing plans and have also attended seminars and workshops on the topic. MCSD has two certified pesticide applicators on staff qualified to assist in the process.

At the April 17, 2014 Recreation Advisory Committee meeting, the Committee considered developing an IPM Ad Hoc Committee and to appoint a chairperson for that Committee. During the meeting the Committee first

discussed whether the IPM should be specific to the Parks & Recreation Department or District Wide. After discussion, the following motion passed.

**MOTION:** It was moved to bring the item before the MCSD Board of Directors and ask them to determine whether the IPM should be specific to the Parks & Recreation Department or District wide, and how to proceed with working on the plan. The motion was by Beth Crone; second by John Kulstad. The motion passed unanimously.

Historically, plans such as this are completed in-house by staff. When the Plans are nearing completion, staff typically seeks public input. In the case with the Parks & Recreation Master Plan, public input was taken at Recreation Advisory Committee meetings and MCSD Board meetings. In the case of the Strategic Plan, public input was taken at a Public Workshop and MCSD Board meetings.

Management would recommend the same process for the IPM. This would provide continuity for policy development and ensure a streamline process with full transparency for IPM development using EPA guidelines.

#### **Alternatives:**

Staff's analysis includes the following potential alternative:

- Public input could be facilitated through workshops prior to Board review but would limit Board Member participation in the public review process.

#### **Fiscal Analysis:**

Not known at this time. Limiting or prohibiting the use of pesticides will have a financial impact and the Board will determine the cost to benefit to our community.

#### **Environmental Requirements:**

Not applicable

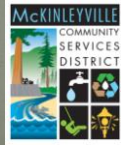
#### **Exhibits/Attachments**

- Attachment 1 - IPM Plan Power Point



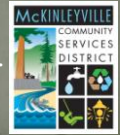
## Attachment 1

## What is Integrated Pest Management?



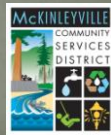
## IPM is...

An effective and environmentally sensitive approach to pest management that relies on a combination of common sense practices and presents the least possible hazard to people, property, and the environment.



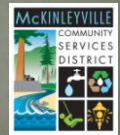
## IPM is...

The orchestration of chemical and nonchemical pest control techniques, in conjunction with knowledge of the pest and its environment.



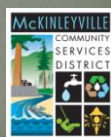
## IPM is...

In summary, IPM uses good cultural practices to control pests, generally using pesticides as a last resort.



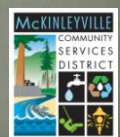
## Why IPM?

1. To prevent pest resistance in crops
2. To protect beneficial insects
3. To lessen the impact on the environment



## 4 Parts to an IPM

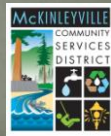
1. Set action thresholds
2. Monitor and identify Pests
3. Prevention
4. Control





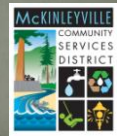
### 1. Set action thresholds

- Sets a point at which action must be taken
- Actions are taken when pests surpass our threshold



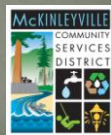
### 2. Monitor and identify Pests

- Know what your pests are and how to control them
- Proper identification helps in choosing the best control method
- Annual employee training
- Resources, books, internet
- Ensure best practices



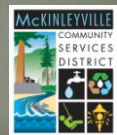
### 3. Prevention

- Good cultural practice, good watering practices, mulching, manual weed control
- Preventing weeds and pests is cost effective and safe to the environment



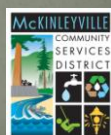
### 3. Prevention

- Annual renovation of turf areas
  - Seeding and repair of worn areas to prevent weed growth
  - Regular aeration and soil amendment to prevent runoff and maximize water usage



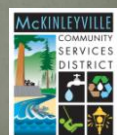
### 3. Prevention

- Mulching of open space and planters
  - Prevents weed growth and retains moisture
- Manual weed control/removal
  - We utilize volunteers, SWAP, CCC crews, Community Service Workers and CalWORKS employees



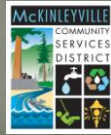
### 3. Prevention

- Mechanical weed control & removal
  - Using equipment to clear open areas
  - Knock down weeds in early stages
- Biological controls
  - Pest resistant plant selections



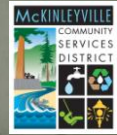
### 3. Prevention

- The (4) IPM techniques for prevention
  - A. Cultural
  - B. Mechanical
  - C. Biological
  - D. Chemical



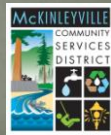
### 4. Control

- AFTER** the action threshold has been met
- AFTER** the pest has been properly identified
- AFTER** prevention methods become ineffective and inefficient
- The proper chemical control can then be selected



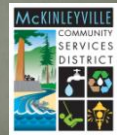
### 4. Control

- Selective control that is safe to the environment and target specific
- Pre-emergent applications
  - Prevent weed growth or germination



### Summary:

IPM is not a single pest control method but, rather, a series of pest management evaluations, decisions and controls.



# McKinleyville Community Services District

## BOARD OF DIRECTORS

June 04, 2014

TYPE OF ITEM: **ACTION**

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**ITEM: E.5**                      **Approve FY2014-15 Budget and Appropriations Limit**

**PRESENTED BY:**              **Colleen M. R. Trask, Finance Director**

**TYPE OF ACTION:**          **Roll Call**

### **Recommendation:**

- Staff recommends the Board of Directors review, take public comment and approve the FY2014-15 Budget and
- Approve Resolution 2014-19 Establishing Appropriations Limits for FY14/15

### **Discussion:**

The proposed FY2014-15 Budget differs in some respects, to the draft budget elements presented to, and discussed by, the Board in previous months. It reflects updated assumptions regarding revenue streams, grants, and capital projects. The Budgets, graphs, historical trend analysis, capital projects budgets, and narratives are included, as is the Appropriation Limits calculation.

Appropriation Limits are an annual item required by State law, which limits the amount of property tax revenue that may be spent by local governments, including Special Districts. It is calculated based on population growth and other factors.

The FY2014-15 Budget can be handled as a voice vote but the resolution requires a roll call vote.

### **Alternatives:**

Staff's analysis includes the following potential alternative:

- Take no action

### **Fiscal Analysis:**

- Budgetary fiscal analysis: see Exhibits 1 - 5 of the Proposed Budget.
- Appropriation Limits fiscal analysis: As the expenditures subject to the Limits are \$643,015 under the limit, no additional analysis is required.

### **Environmental Requirements:**

- Not applicable

**Exhibits/Attachments**

- Attachment 1-Budget for FY2014-15
- Attachment 2-Budget Resolution 2014-19



## **BUDGET**

**For the Fiscal Year Ending June 30, 2015**

Adoption Date: June 4, 2014

### **MCSD BOARD OF DIRECTORS**

David Couch, President  
John Corbett, Vice President  
Helen Edwards, Director  
Dennis Mayo, Director  
George Wheeler, Director

**McKINLEYVILLE COMMUNITY SERVICES DISTRICT**  
**1656 Sutter Road**  
**McKinleyville, CA 95519**  
**Capital and Operating Budget**

**For the Fiscal Year Ending June 30, 2015**

**INTRODUCTION AND BUDGET GUIDE**

This budget is intended to serve as a management tool for operation of the McKinleyville Community Services District (MCSD) during fiscal year July 1, 2014 through June 30, 2015. The Budget sets forth goals and priorities for staff to accomplish during the year in the four district operating departments. This budget is dynamic in that it can be amended as the Board adds goals and changes priorities.

- Page 3 includes information about McKinleyville and the McKinleyville Community Services District.
- The Mission Statement, a brief overview of the goals included in MCSD's Strategic Plan, the Organization Chart, and the calculated Full-Time Employee Equivalents for the fiscal year are included beginning at Page 5.
- Budgets and accompanying graphs for the Governmental Funds & the Enterprise Funds are shown beginning at Page 9. Detailed line item budgets are available for review by the Board and the public, but are not included in this policy/strategy level document.
- Historical Data is presented beginning at Page 14.
- MCSD's Capital Improvement Program Budgets and Narratives are shown beginning at Page 18.
- MCSD's Board approved Strategic Plan Matrix is shown in Appendix B, beginning at Page 26
- The Appropriations Limit calculations required by law for the Fiscal Year 2014-15 are included in Appendix C, starting on Page 33.

## DESCRIPTION OF THE COMMUNITY

McKinleyville is an unincorporated community of Humboldt County in the north coastal region of California 300 miles north of San Francisco. McKinleyville has an approximate population of 15,177 according to 2010 data from the U. S. Census Bureau. It is the third largest community population area in Humboldt County behind Eureka (27,191) and Arcata (17,231). McKinleyville borders the Pacific Ocean and has a mild climate year round with frequent fog and moderate to heavy precipitation mainly between October and April. Because of the combination of coastal, mountain and valley areas, residents have the opportunity for a wide range of recreational activities. Just minutes from McKinleyville, you can surf, fish for salmon and steelhead, hike underneath the world's tallest trees and bike the Pacific Coast Trail.

The original settlers of McKinleyville were the Wiyot Indians who occupied the area for hundreds of years before the first white settlers arrived. Historian Edie Neilson estimates that there were three thousand Wiyots in the vicinity when the first white settlers arrived in the 1850s; by 1900, there were only 150 Wiyots left. Joseph Dow built his cabin in 1862 on the high prairie area near the future site of the Humboldt County Airport. For many years the area from the Mad River to the Little River was known as Dow's Prairie.

Dow's Prairie was isolated from the rest of the north coast communities by the bridgeless rivers to the north and south and the dense forest to the east. When passable, fording the Mad River to get supplies in Arcata was a two-day trip. In 1897, Arcata businessman Isaac Minor built a general store with a post office, a hotel and a creamery here. The general store quickly became the social center for the community and the people decided to call their town Minor in his honor. When President William McKinley was assassinated in 1901, Isaac Minor and the townspeople agreed to change the name of the community to McKinleyville.

The McKinleyville Union School District was founded in 1948 and includes Dow's Prairie School, McKinleyville Middle School and Morris School. MUSD is McKinleyville's largest employer with a payroll of over \$4 million. Graduates of MUSD attend McKinleyville High School, which was opened for the fall 1961 school year. Mack High is one of two high schools in the Northern Humboldt Union High School District.

Opportunities for higher education are nearby. Arcata's Humboldt State University, a four-year college with a full spectrum of curriculum and graduate programs, is a 10-minute drive from McKinleyville. Eureka, located 20 minutes south of McKinleyville, is the largest city and county seat of Humboldt County. The main branch of College of the Redwoods, a community college system offering comprehensive programs in many academic and technical fields, is located in Eureka.



## DESCRIPTION OF THE DISTRICT

McKinleyville Community Services District (MCSD) was created on April 14, 1970 when McKinleyville's residents voted 592 "yes" against 154 "no" to form the District. Initially, the District had authority to serve water and treat sewer wastes. In 1972 the voters added street lighting powers. In 1985 the voters added recreational powers and in 1995 the voters authorized construction of the McKinleyville Library. The District boundaries encompass 12,140 acres ranging from North Bank Road on the south to Patrick Creek on the north. MCSD is an independent governmental unit organized under the Community Services District Law, pursuant to Title 6 Division 3 of the Government Code Section 61000, et seq. A five member Board of Directors elected to four-year rotating terms in odd-numbered years governs the District. The Directors meet on the first Wednesday of each month at Azalea Hall, 1620 Pickett Road to set policy, consider projects and settle disputes. The District office is located at 1656 Sutter Road just east of Central Avenue.

MCSD's principal activities include water, sewer, parks, recreation, street lighting and open space maintenance services. In recent years, the District has dramatically expanded its recreational services by developing approximately 44 acres of community parks (Hiller Park Playground and Picnic Area, Hiller Park Loop Trails, Hiller Sports Complex, Pierson Park and Larissa Park. In addition, the District has constructed three state-of-the-art buildings to provide an indoor sports and recreation facility (McKinleyville Activity Center), a community activities center (Azalea Hall) and a library (a branch of the Humboldt County Library). In 1999, the Mad River Rotary Club completed the fund-raising and construction of a Law Enforcement Facility on District land adjacent to the Library and Azalea Hall. The facility was then donated to the District and is leased to the Humboldt County Sheriff's Department.

MCSD purchases its wholesale water supply from the Humboldt Bay Municipal Water District, which diverts water from its million-gallon tank on Essex Hill under the Mad River to MCSD's Grant A. Ramey Pump Station at North Bank and Azalea Roads. Water is then pumped to storage tanks at McCluski Hill, Cochran Road and Norton Road; MCSD's six storage tanks have a combined capacity of 5.25 million gallons, approximately a 36 hour supply for our 6,300 customers.

All sewage for MCSD's 5,100 customers is treated at the Wastewater Management Facility at Hiller Park. The District recently completed a \$770,000 wetland construction project at Hiller Park to enhance the wastewater treatment process and to prevent stormwater pollution to the Mad River estuary. MCSD maintains approximately 65 miles of sewer mains. MCSD recycles treated wastewater for agricultural irrigation at the Fischer Irrigation Site and at Hiller Park. MCSD is committed to maintaining its sewage collection, treatment and disposal systems as a model for other communities.

Additional information and photographs of MCSD facilities are available on MCSD's website ([www.mckinleyvillecsd.com](http://www.mckinleyvillecsd.com) ). District staff and Directors can be reached by e-mail at [mcsd@mckinleyvillecsd.com](mailto:mcsd@mckinleyvillecsd.com) .

## **MISSION STATEMENT**

Provide McKinleyville with safe and reliable water, wastewater, lighting, open space, parks and recreation, and library services in an environmentally and fiscally responsible manner.

## **STRATEGIC PLAN MATRIX**

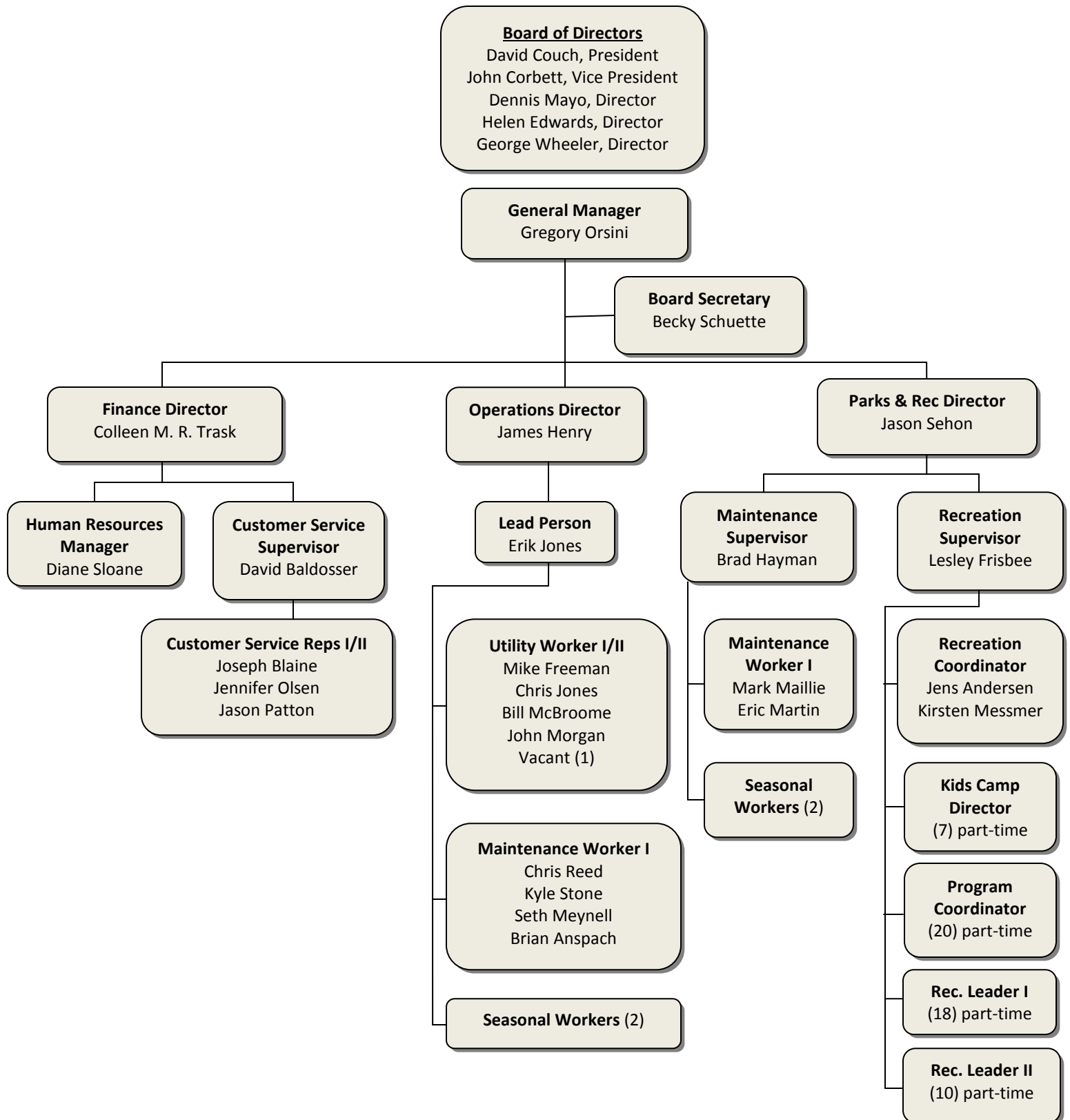
The District's Goals for any given year derive from the Board-approved Strategic Plan, which has a five-year planning horizon that is updated annually by the Board. The updated Strategic Plan is incorporated into the approved Budget by reference (at the pleasure of the Board) upon annual approval of the budget. The Strategic Plan Elements are summarized below and the complete Matrix, listed by Element, is included in Appendix B:

- 1.0 WATER
- 2.0 WASTEWATER
- 3.0 STREETLIGHTS
- 4.0 PARKS & RECREATION
- 5.0 PARTNERSHIPS
- 6.0 PERSONNEL / ORGANIZATION
- 7.0 ADMINISTRATIVE MANAGEMENT
- 8.0 FINANCE

# McKinleyville Community Services District

## Organization Chart: Fiscal Year 2014-15

Revised May 2014



**McKINLEYVILLE COMMUNITY SERVICES DISTRICT**  
**Full Time Equivalents**  
**For the Fiscal Year ending June 30, 2014**

	<b>Full-Time Benefitted</b>	<b>Part-Time &amp; Seasonal</b>	<b>Total FTEs</b>
<b>General Manager</b>	<b>1</b>		<b>1</b>
<b>Support Services</b>	<b>7</b>	<b>0</b>	<b>7</b>
<b>Operations</b>	<b>10</b>	<b>2</b>	<b>11</b>
<b>Parks &amp; Recreation</b>	<b>7</b>	<b>65</b>	<b>14</b>
<b>Total</b>	<b>25</b>	<b>67</b>	<b>33</b>

# **McKinleyville Community Services District**

## **Exhibits of Financial Information**

**Budget for the year ending June 30, 2014**

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**McKinleyville Community Services District**  
**District Budgets - All Funds**  
**FY 2014-15**

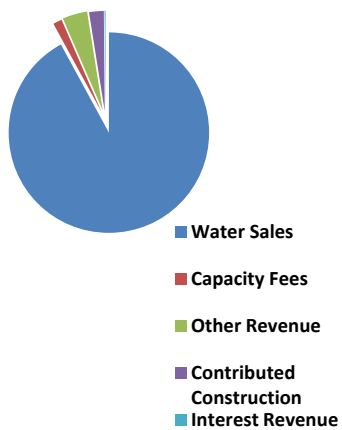
Description	Water Fund	Wastewater Fund	Streetlights Fund	Gen'l/Parks & Meas. B Funds	Total (Memorandum Only)
<b>Revenues</b>					
Water Sales	2,933,424				2,933,424
Sewer Service Charges		1,900,000			1,900,000
Capacity Fees	45,592	120,000			165,592
Streetlight Charges			72,958		72,958
Program Fees	-			393,040	393,040
Facility Fees	-			88,200	88,200
Property Taxes	-			510,000	510,000
Measure B Assessment	-			214,024	214,024
Open Space Fees	-			80,200	80,200
Contributions & Other Program	-			1,900	1,900
Other Revenue	127,550	74,970	16,800	14,100	233,420
Contributed Construction	75,000	100,000		-	175,000
Proceeds from Long Term Debt (Gov't only)	-		-	-	-
Quimby Fees/Capital Proj. Grants	-			93,000	93,000
Interest Revenue	4,907	20,000	-	3,000	27,907
<b>Total Revenues</b>	<b>3,186,473</b>	<b>2,214,970</b>	<b>89,758</b>	<b>1,397,464</b>	<b>6,888,665</b>
<b>Expenditures</b>					
Salaries & Benefits - Operations & Maint.	468,166	468,166	10,343		946,675
Salaries & Benefits - Billing & Admin	333,944	336,513	31,230		701,687
Salaries & Benefits - Rec Programs	-			421,325	421,325
Salaries & Benefits- Parks Maintenance	-			316,475	316,475
Salaries & Benefits- Parks&Rec Admin	-			215,114	215,114
Water Purchased (COGS)	863,768				863,768
Water & Electrical Expense		124,000			124,000
Operating Expenses	218,800	227,050	18,000		463,850
Other Expenses	171,751	213,500	18,070		403,321
Other Expenditures - Rec Programs	-			40,989	40,989
Other Expenditures - Parks Maintenance	-			84,510	84,510
Other Expenditures - Parks&Rec Admin	-			96,380	96,380
Depreciation Expense	330,000	480,000			810,000
Debt Service			12,000		
Interest Expense	85,000	41,519			126,519
Parks/Meas.B Capital Expenditures	-		-	220,000	220,000
<b>Total Expenditures</b>	<b>2,471,429</b>	<b>1,890,748</b>	<b>89,643</b>	<b>1,394,793</b>	<b>5,834,613</b>
<b>Excess (Deficit)</b>	<b>715,044</b>	<b>324,222</b>	<b>115</b>	<b>2,671</b>	<b>1,054,052</b>
 <b>Fund Balance - July 1, 2013</b>	 <b>4,799,559</b>	 <b>13,817,012</b>	 <b>(71,111)</b>	 <b>1,381,674</b>	 <b>19,927,134</b>
Projected Excess (Deficit) FY2013-14	299,542	508,039	19,324	(84,780)	742,124
Debt Principal FY2013-14 (Enterprise only)	(141,682)	(170,133)			(311,816)
New Borrowing FY2013-14(Enterprise only)	-	-			-
Capital Expenditure FY2013-14(Enterprise)	62,445	276,728			339,173
<b>Projected Fund Balance June 30, 2014</b>	<b>5,019,864</b>	<b>14,431,646</b>	<b>(51,787)</b>	<b>1,296,894</b>	<b>20,696,616</b>
Budgeted Excess (Deficit) FY2014-15	715,044	324,222	115	2,671	1,042,052
Anticipated Borrowing FY2014-15(Enterprise)	75,000	5,975,000			6,050,000
Capital Project grant funding (contingent)	335,000	1,000,000			1,335,000
Debt Principal FY2014-15 (Enterprise only)	(145,020)	(173,291)			(318,311)
Capital Expenditure FY2014-15(Enterprise)	(1,016,000)	(7,222,000)			(8,238,000)
<b>Projected Fund Balance June 30, 2015</b>	<b>4,983,888</b>	<b>14,335,577</b>	<b>(51,672)</b>	<b>1,299,565</b>	<b>20,567,357</b>



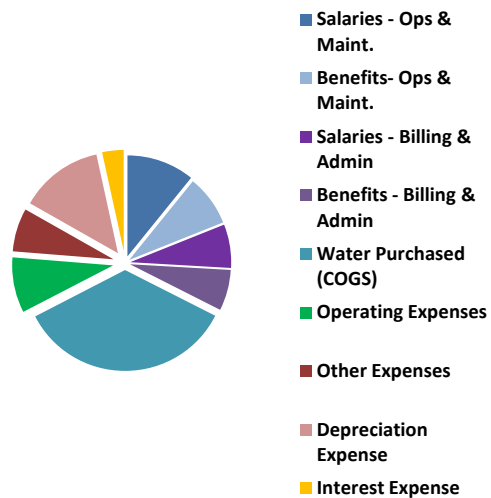
**McKinleyville Community Services District**  
**Enterprise Funds: Water Summary Budget**  
**FY 2014-15**

Description	Water Fund	
<b>Water Revenues</b>		
Water Sales	2,933,424	92%
Capacity Fees	45,592	1%
Other Revenue	127,550	4%
Contributed Construction	75,000	2%
Interest Revenue	4,907	0%
<b>Total Revenues</b>	<b>3,186,473</b>	<b>100%</b>
<b>Water Expenses</b>		
Salaries - Ops & Maint.	267,522	11%
Benefits- Ops & Maint.	200,644	8%
Salaries - Billing & Admin	171,964	7%
Benefits - Billing & Admin	161,980	7%
Water Purchased (COGS)	863,768	35%
Operating Expenses	218,800	9%
Other Expenses	171,751	7%
Depreciation Expense	330,000	13%
Interest Expense	85,000	3%
<b>Total Expenses</b>	<b>2,471,429</b>	<b>100%</b>
<b>Excess (Deficit)</b>	<b>715,044</b>	

**Water Revenues**

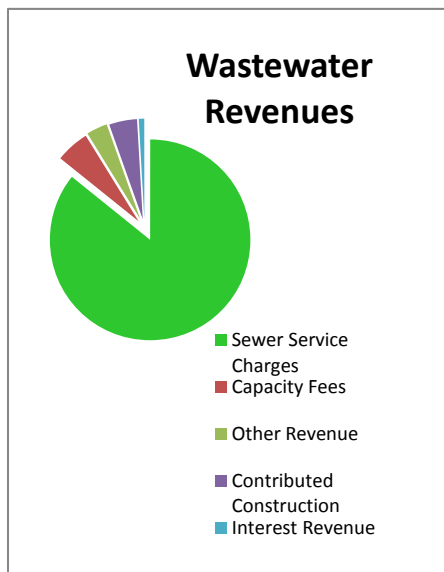


**Water Expenses**



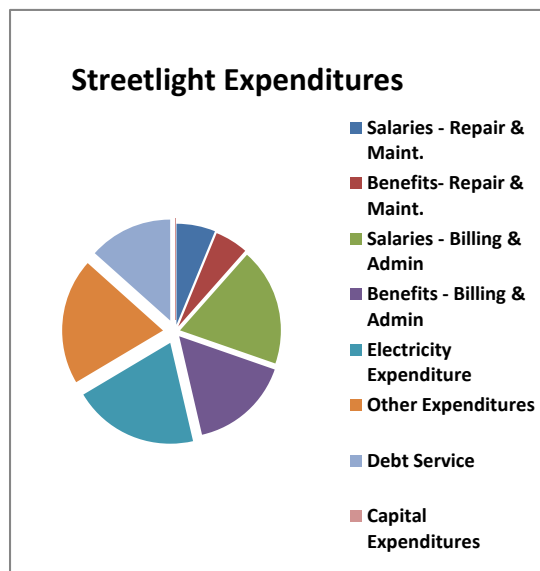
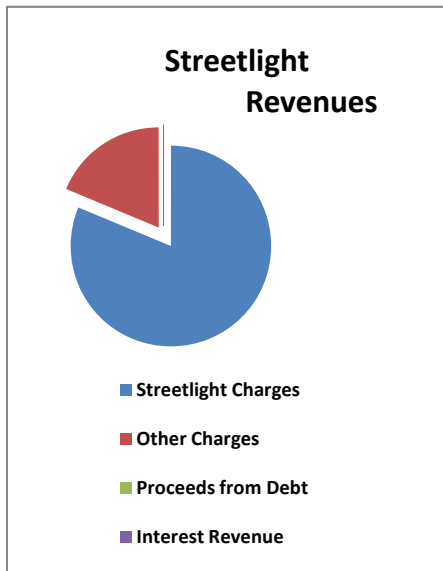
**McKinleyville Community Services District**  
**Enterprise Funds: Wastewater Summary Budget**  
**FY 2014-15**

Description	Wastewater Fund	
<b>Wastewater Revenues</b>		
Sewer Service Charges	1,900,000	86%
Capacity Fees	120,000	5%
Other Revenue	74,970	3%
Contributed Construction	100,000	5%
Interest Revenue	20,000	1%
<b>Total Revenues</b>	<b>2,214,970</b>	<b>100%</b>
<b>Wastewater Expenses</b>		
Salaries - Ops & Maint.	267,522	14%
Benefits- Ops & Maint.	200,644	11%
Salaries - Billing & Admin	173,367	9%
Benefits - Billing & Admin	163,146	9%
Water & Electrical Expense	124,000	7%
Operating Expenses	227,050	12%
Other Expenses	213,500	11%
Depreciation Expense	480,000	25%
Interest Expense	41,519	2%
<b>Total Expenditures</b>	<b>1,890,748</b>	<b>100%</b>
<b>Excess (Deficit)</b>	<b>324,222</b>	



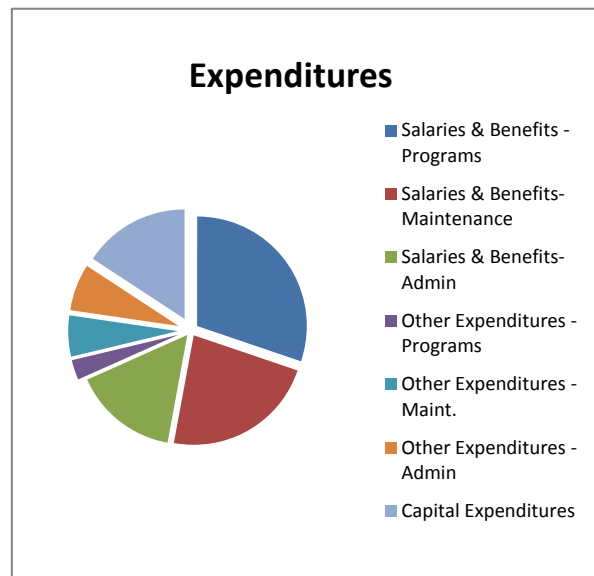
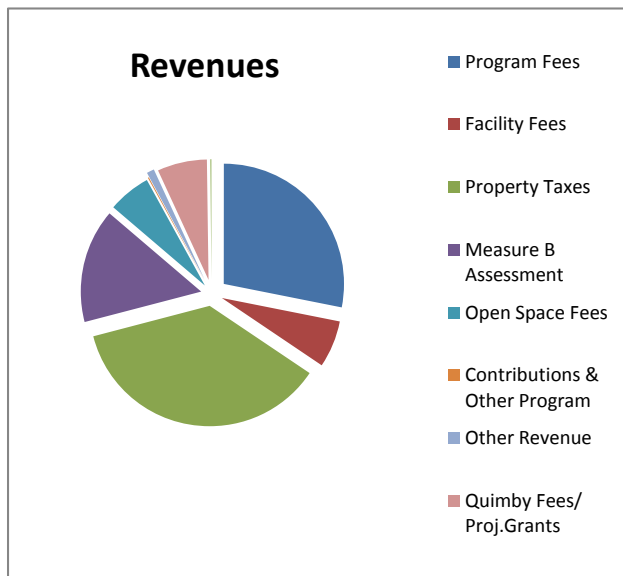
**McKinleyville Community Services District**  
**Governmental Funds: Streetlights Summary Budget**  
**FY 2014-15**

Description	Streetlights Fund	
<b>Streetlight Revenues</b>		
Streetlight Charges	72,958	81%
Other Charges	16,800	19%
Proceeds from Debt	-	-
Interest Revenue	-	0.0%
<b>Total Revenues</b>	<b>89,758</b>	<b>100%</b>
<b>Streetlight Expenditures</b>		
Salaries - Repair & Maint.	5,571	6%
Benefits- Repair & Maint.	4,772	5%
Salaries - Billing & Admin	16,837	19%
Benefits - Billing & Admin	14,393	16%
Electricity Expenditure	18,000	20%
Other Expenditures	18,070	20%
Debt Service	12,000	13%
Capital Expenditures	-	0%
<b>Total Expenditures</b>	<b>89,642</b>	<b>100%</b>
<b>Excess (Deficit)</b>	<b>116</b>	



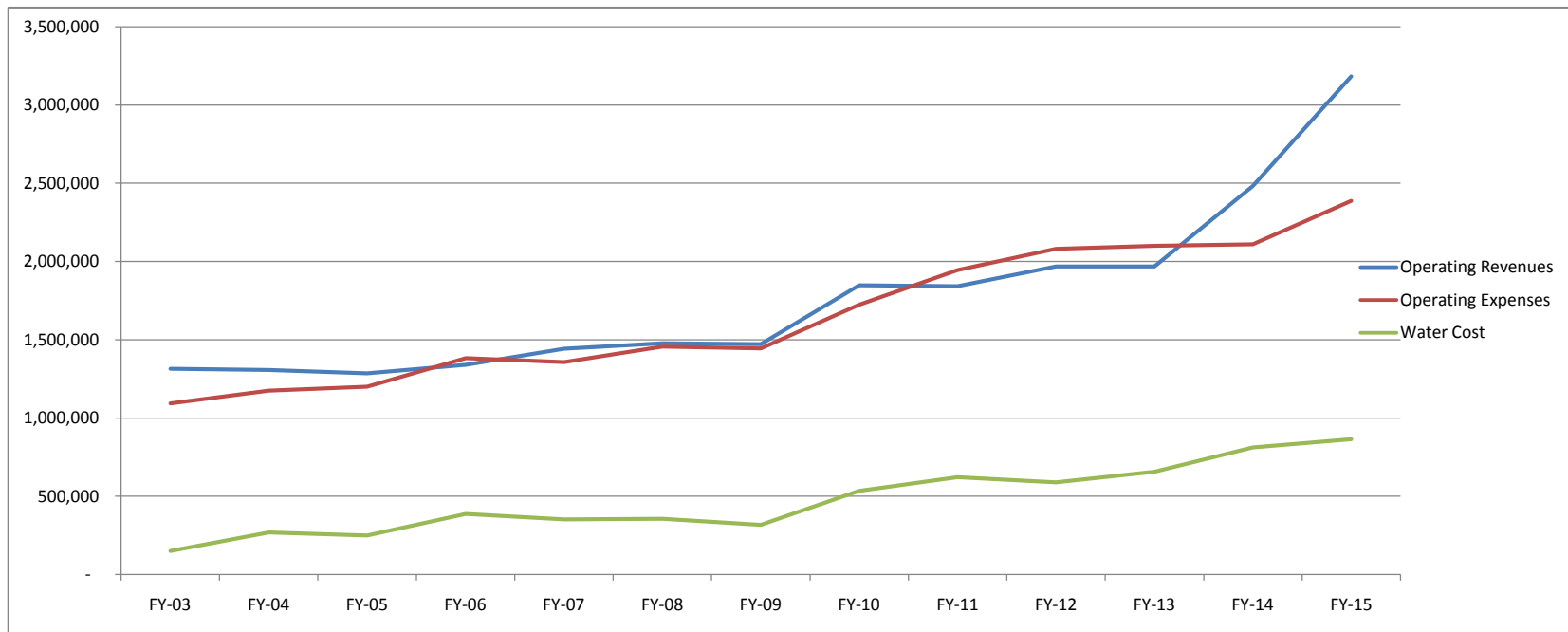
**McKinleyville Community Services District**  
**Governmental Funds Summary Budget**  
**FY 2014-15**

Description	Parks/General Fund		Measure B		Total (Memorandum Only)	
			Assessment Fund			
Revenues						
Program Fees	393,040	33%	-	-	393,040	28%
Facility Fees	88,200	7%			88,200	6%
Property Taxes	510,000	43%	-	-	510,000	36%
Measure B Assessment	-	-	214,024	100%	214,024	15%
Open Space Fees	80,200	7%	-	-	80,200	6%
Contributions & Other Program	1,900	0%	-	-	1,900	0%
Other Revenue	14,100	1%			14,100	1%
Quimby Fees/ Proj.Grants	93,000	8%	-	-	93,000	7%
Interest Revenue	3,000	0.3%	-	-	3,000	0.2%
Total Revenues	1,183,440	100%	214,024	100%	1,397,464	100%
Expenditures						
Salaries & Benefits - Programs	421,325	36%	-	0%	421,325	30%
Salaries & Benefits- Maintenance	215,416	18%	101,059		316,475	23%
Salaries & Benefits- Admin	215,114	18%	-		215,114	15%
Other Expenditures - Programs	40,989	3%	-	0%	40,989	3%
Other Expenditures - Maint.	78,510	7%	6,000		84,510	6%
Other Expenditures - Admin	96,380	8%	-		96,380	7%
Capital Expenditures	115,000	10%	105,000	50%	220,000	16%
Total Expenditures	1,182,733	100%	212,059	50%	1,394,793	100%
Excess (Deficit)	707		1,965		2,671	



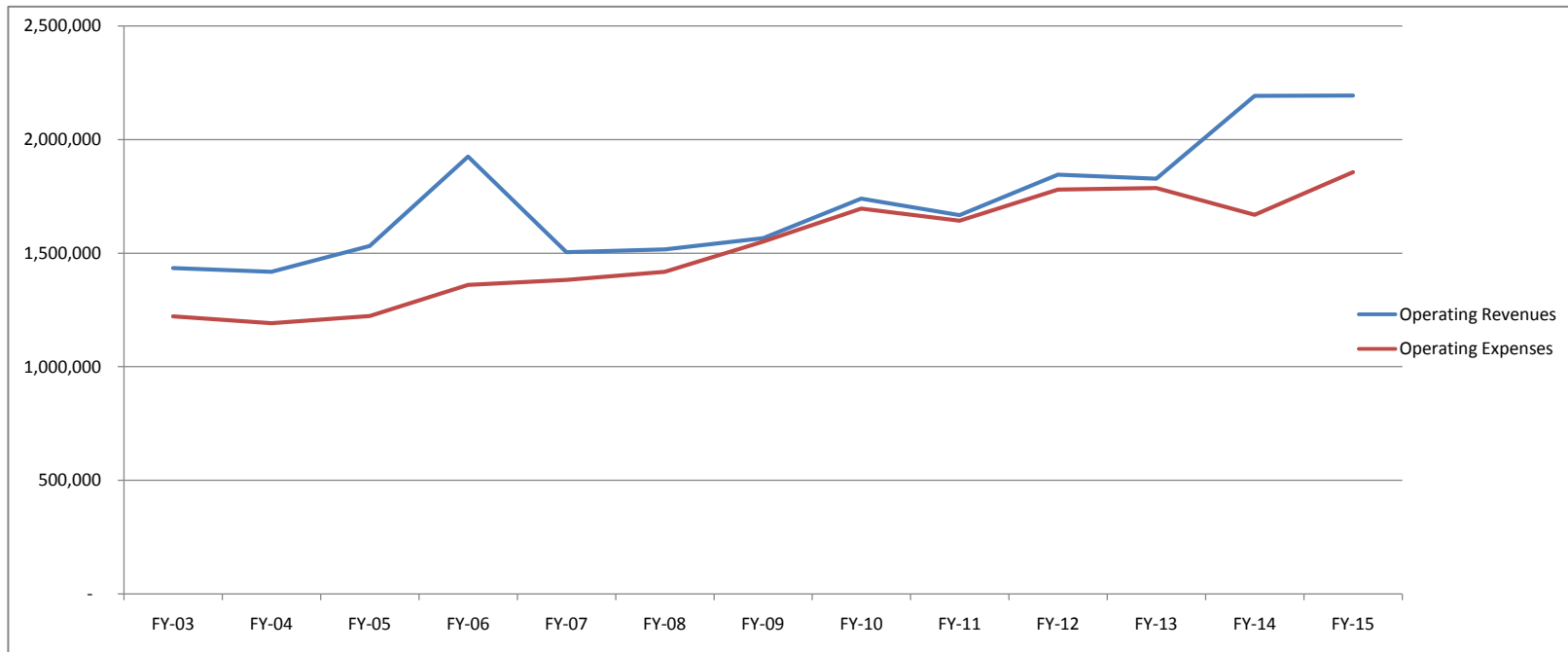
**McKinleyville Community Services District**  
**Water Enterprise Fund**  
**Historical Analysis**  
**Fiscal Years Ended (Ending) June 30, 2003-2015**

	2003 Actual	2004 Actual	2005 Actual	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual Est.	2015 Budget
<b>Operating Revenues</b>													
Water Sales	1,085,000	1,121,436	1,152,396	1,224,279	1,305,455	1,337,042	1,360,169	1,566,024	1,559,779	1,545,469	1,665,273	1,999,743	2,933,424
Other Water Revenues	229,237	184,979	132,194	115,568	135,596	139,331	111,300	280,648	281,235	422,166	302,600	481,896	248,142
<b>Total Operating Revenues</b>	<b>1,314,236</b>	<b>1,306,414</b>	<b>1,284,590</b>	<b>1,339,847</b>	<b>1,441,051</b>	<b>1,476,373</b>	<b>1,471,469</b>	<b>1,846,672</b>	<b>1,841,014</b>	<b>1,967,635</b>	<b>1,967,873</b>	<b>2,481,639</b>	<b>3,181,566</b>
<b>Operating Expenses</b>													
Salaries & Benefits	472,929	459,541	499,303	529,427	560,844	594,924	661,031	729,285	737,395	724,139	776,264	669,273	802,110
Water Cost	151,583	269,049	250,212	387,780	352,935	356,842	318,159	533,961	620,952	589,650	657,440	810,700	863,768
Other Expenses	260,953	229,621	235,081	243,424	222,740	282,010	243,853	235,842	322,277	477,803	363,133	328,525	390,551
Depreciation	207,140	215,714	214,546	220,709	219,925	220,727	221,484	224,099	264,365	288,634	302,545	301,275	330,000
<b>Total Operating Expenses</b>	<b>1,092,605</b>	<b>1,173,925</b>	<b>1,199,143</b>	<b>1,381,340</b>	<b>1,356,444</b>	<b>1,454,502</b>	<b>1,444,527</b>	<b>1,723,187</b>	<b>1,944,989</b>	<b>2,080,227</b>	<b>2,099,382</b>	<b>2,109,773</b>	<b>2,386,429</b>
<b>Net Operating Income (Loss)</b>	<b>221,631</b>	<b>132,489</b>	<b>85,447</b>	<b>(41,492)</b>	<b>84,607</b>	<b>21,870</b>	<b>26,942</b>	<b>123,485</b>	<b>(103,975)</b>	<b>(112,592)</b>	<b>(131,509)</b>	<b>371,867</b>	<b>795,137</b>
Interest Income	67,786	42,801	46,501	63,422	97,279	114,973	76,662	39,897	19,437	17,492	10,565	11,383	4,907
Interest Expense	(65,739)	(64,364)	(62,690)	(61,241)	(59,666)	(58,130)	(56,318)	(54,701)	(53,948)	(82,524)	(86,060)	(83,709)	(85,000)
<b>Net Income (Loss)</b>	<b>223,678</b>	<b>110,926</b>	<b>69,258</b>	<b>(39,311)</b>	<b>122,220</b>	<b>78,713</b>	<b>47,286</b>	<b>108,681</b>	<b>(138,487)</b>	<b>(177,624)</b>	<b>(207,005)</b>	<b>299,541</b>	<b>715,044</b>



**McKinleyville Community Services District**  
**Sewer Enterprise Fund**  
**Historical Analysis**  
**Fiscal Years Ended (Ending) June 30, 2003-2015**

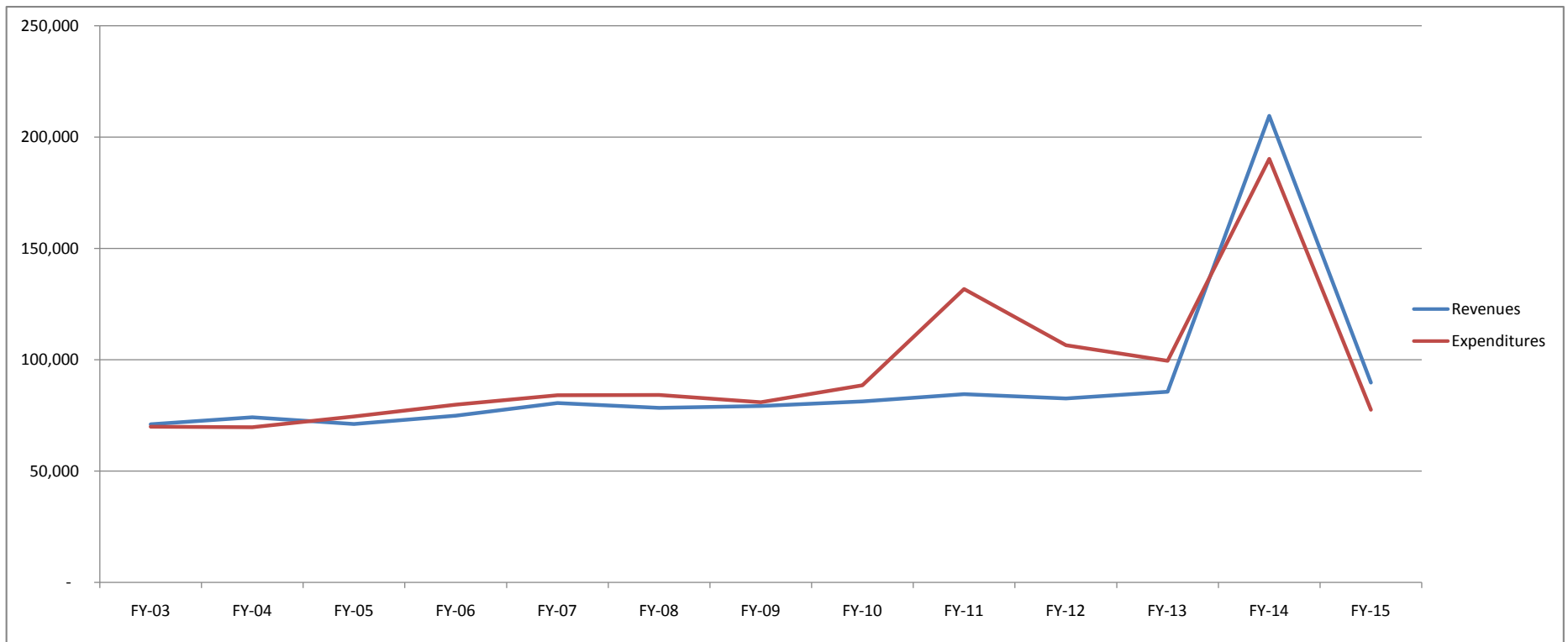
	2003 Actual	2004 Actual	2005 Actual	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual Est	2015 Budget
<b>Operating Revenues</b>													
Sewer Service Charges	1,038,351	1,053,676	1,074,665	1,134,167	1,161,794	1,216,130	1,298,515	1,404,897	1,424,263	1,401,100	1,502,097	1,772,422	1,900,000
Other Sewer Revenues	397,380	365,082	458,496	791,360	343,314	301,106	267,940	336,252	243,841	445,849	326,569	420,900	294,970
<b>Total Operating Revenues</b>	<b>1,435,732</b>	<b>1,418,758</b>	<b>1,533,161</b>	<b>1,925,527</b>	<b>1,505,108</b>	<b>1,517,235</b>	<b>1,566,455</b>	<b>1,741,149</b>	<b>1,668,104</b>	<b>1,846,949</b>	<b>1,828,665</b>	<b>2,193,322</b>	<b>2,194,970</b>
<b>Operating Expenses</b>													
Salaries & Benefits	471,740	456,552	505,750	565,167	605,798	628,773	702,632	755,611	748,348	764,920	798,884	788,524	799,679
Other Expenses	391,751	368,226	351,055	397,018	376,114	390,676	441,707	529,281	447,098	555,245	527,474	418,747	578,097
Depreciation	359,592	367,808	367,795	399,033	401,102	400,055	407,597	412,230	448,174	460,549	462,065	462,375	480,000
<b>Total Operating Expenses</b>	<b>1,223,083</b>	<b>1,192,586</b>	<b>1,224,600</b>	<b>1,361,218</b>	<b>1,383,014</b>	<b>1,419,504</b>	<b>1,551,936</b>	<b>1,697,122</b>	<b>1,643,620</b>	<b>1,780,714</b>	<b>1,788,423</b>	<b>1,669,646</b>	<b>1,857,776</b>
<b>Net Operating Income (Loss)</b>	<b>212,649</b>	<b>226,171</b>	<b>308,561</b>	<b>564,309</b>	<b>122,093</b>	<b>97,732</b>	<b>14,519</b>	<b>44,027</b>	<b>24,484</b>	<b>66,235</b>	<b>40,243</b>	<b>523,676</b>	<b>337,194</b>
Interest Income	42,050	32,903	55,004	58,701	112,998	138,349	89,781	46,165	27,485	28,519	20,701	19,973	20,000
Interest Expense	(46,221)	(46,682)	(46,855)	(46,855)	(46,855)	(56,232)	(49,915)	-	(64,670)	(50,190)	(37,857)	(35,609)	(32,972)
<b>Net Income (Loss)</b>	<b>208,478</b>	<b>212,392</b>	<b>316,709</b>	<b>576,154</b>	<b>188,236</b>	<b>179,848</b>	<b>54,386</b>	<b>90,192</b>	<b>(12,701)</b>	<b>44,564</b>	<b>23,087</b>	<b>508,039</b>	<b>324,222</b>





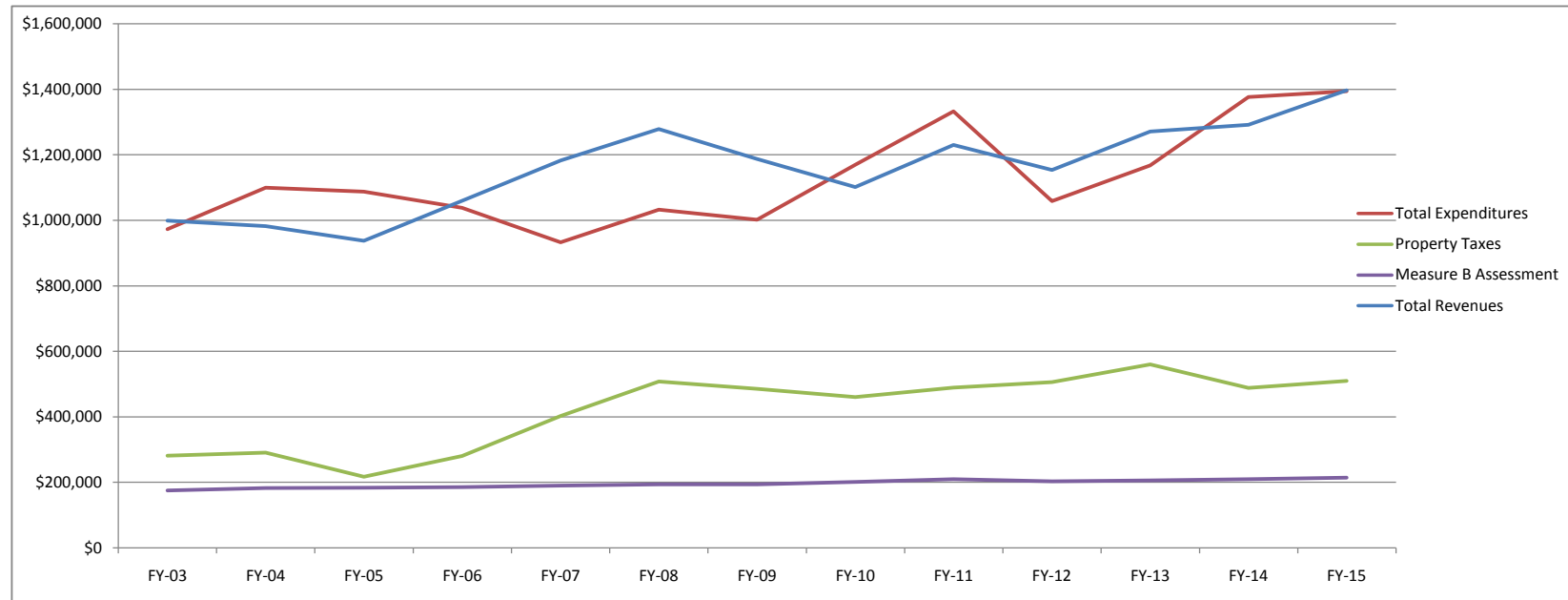
**McKinleyville Community Services District**  
**Streetlight Fund**  
**Historical Analysis**  
**Fiscal Years Ended (Ending) June 30, 2003-2015**

	Fiscal Year Ended (Ending) June 30,												
	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual Est	Budget
Revenues	71,040	74,138	71,173	74,911	80,560	78,413	79,207	81,317	84,510	82,665	85,658	209,567	89,758
Expenditures													
Salaries & Benefits	19,381	21,422	23,080	24,651	26,088	29,860	28,060	29,290	39,195	32,501	35,260	46,526	41,572
Other Expenditures	31,641	29,276	32,471	36,234	34,937	37,101	36,219	38,663	67,679	53,501	47,119	42,605	36,010
Debt Service	18,984	19,055	19,055	19,055	19,055	17,305	16,746	17,305	23,056	-	-	-	-
Capital Expenditures	-	-	-	-	4,000	-	-	3,271	1,857	20,520	17,250	101,112	-
Total Expenditures	70,006	69,754	74,607	79,940	84,080	84,266	81,025	88,529	131,786	106,523	99,629	190,243	77,582
Excess (Deficit)	1,035	4,385	(3,433)	(5,029)	(3,520)	(5,853)	(1,818)	(7,212)	(47,276)	(23,858)	(13,971)	19,324	12,176



**McKinleyville Community Services District**  
**Parks & Recreation, Measure B Assessment, & General Fund**  
**Historical Analysis**  
**Fiscal Years Ended (Ending) June 30, 2003-2015**

	Fiscal Year Ended (Ending) June 30,												
	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual Est.	Budget
<b>Revenues</b>													
Programs	241,011	234,189	244,304	267,216	266,947	301,191	283,861	265,596	263,409	262,680	309,625	311,610	374,915
Rentals	53,694	59,710	64,572	68,961	76,128	68,175	57,921	56,953	60,974	57,321	58,779	159,198	88,200
Property Taxes	281,973	291,306	217,475	281,141	403,353	508,445	486,297	460,625	489,313	506,315	560,445	489,106	510,000
Measure B Assessment	175,350	182,969	183,832	185,245	190,263	194,044	193,724	201,114	209,068	203,432	205,420	209,595	214,024
State Bonds & Grants	104,477	131,265	55,312	154,722	126,913	67,983	47,097	-	12,000	-	-	10,000	25,000
Other Revenue	120,879	72,416	158,510	88,180	97,129	103,849	87,824	98,611	189,883	120,948	134,120	108,193	182,325
Interest Revenue	21,330	10,351	13,184	13,617	21,698	34,943	30,308	18,992	5,889	3,047	2,883	4,577	3,000
<b>Total Revenues</b>	<b>998,714</b>	<b>982,206</b>	<b>937,189</b>	<b>1,059,083</b>	<b>1,182,430</b>	<b>1,278,630</b>	<b>1,187,032</b>	<b>1,101,891</b>	<b>1,230,536</b>	<b>1,153,743</b>	<b>1,271,272</b>	<b>1,292,279</b>	<b>1,397,464</b>
<b>Expenditures</b>													
Salaries & Benefits	380,587	463,148	492,992	481,106	510,737	554,654	624,909	612,125	738,710	764,022	786,004	843,334	940,543
Other Expenditures	164,285	168,953	127,539	126,480	148,624	187,830	165,891	180,202	311,230	273,307	309,326	357,896	339,249
Debt Service	222,172	210,213	210,992	210,992	210,992	210,992	191,609	191,609	255,320	-	-	-	-
Capital Expenditures	206,460	257,755	256,000	219,503	62,614	79,115	19,138	186,355	27,559	21,902	73,024	175,793	115,000
<b>Total Expenditures</b>	<b>973,504</b>	<b>1,100,070</b>	<b>1,087,524</b>	<b>1,038,082</b>	<b>932,968</b>	<b>1,032,591</b>	<b>1,001,547</b>	<b>1,170,291</b>	<b>1,332,819</b>	<b>1,059,230</b>	<b>1,168,355</b>	<b>1,377,024</b>	<b>1,394,793</b>
<b>Excess (Deficit)</b>	<b>25,210</b>	<b>(117,864)</b>	<b>(150,336)</b>	<b>21,001</b>	<b>249,462</b>	<b>246,039</b>	<b>185,485</b>	<b>(68,400)</b>	<b>(102,283)</b>	<b>94,513</b>	<b>102,917</b>	<b>(84,744)</b>	<b>2,671</b>



## Exhibit 10

**McKinleyville Community Services District**  
**Enterprise Fund Capital Improvement Projects**  
**For the Fiscal Years Ending June 30, 2015 - 2024**

		1	2	3	4	5	6	7	8	9	10
(All numbers in \$000s)											
		June 30, 2015	June 30, 2016	June 30, 2017	June 30, 2018	June 30, 2019	June 30, 2020	June 30, 2021	June 30, 2022	June 30, 2023	June 30, 2024
1.	<b>Heavy Equipment</b>										
	<b>Totals:</b>	100	0	300	60	0	20	50	80	0	0
2.	<b>Utility Vehicles</b>										
	<b>Totals:</b>	60	117	32	56	56	22	36	36	36	63
3.	<b>Water System</b>										
	<b>Totals:</b>	904	1,863	4,129	72	27	1,018	400	50	3,600	0
4.	<b>Sewer System</b>										
	<b>Totals:</b>	6,110	8,571	537	180	116	331	356	1,300	300	67
5.	<b>Office, Corporation Yard &amp; Shops</b>										
	<b>Totals:</b>	20	0	10	150	160	10	0	400	0	0
6.	<b>Computers, Software &amp; Equipment</b>										
	<b>Totals:</b>	29	13	134	13	9	15	0	0	0	0
7.	<b>Fischer Ranch</b>										
	<b>Totals:</b>	1,000	3	1,500	0	0	0	0	0	0	0
8.	<b>Small Equipment &amp; Other</b>										
	<b>Totals:</b>	15	15	15	35	15	37	0	0	0	0
<b>Total Planned Expenditures</b>		<b>8,238</b>	<b>10,582</b>	<b>6,657</b>	<b>566</b>	<b>383</b>	<b>1,453</b>	<b>842</b>	<b>1,866</b>	<b>3,936</b>	<b>130</b>
<b>Departmental Allocations:</b>											
Water Fund		1,016	1,936	4,225	229	147	1,070	443	308	3,618	32
Sewer Fund		7,222	8,647	2,433	337	236	383	399	1,558	318	99
<b>Total</b>		<b>8,238</b>	<b>10,582</b>	<b>6,657</b>	<b>566</b>	<b>383</b>	<b>1,453</b>	<b>842</b>	<b>1,866</b>	<b>3,936</b>	<b>130</b>
		0	0	0	0	0	0	0	0	0	0

## Exhibit 10

**McKinleyville Community Services District**  
**General Fund (Parks & Recreation) Capital Improvement Projects**  
**For the Fiscal Years Ending June 30, 2015 - 2024**

(All numbers in \$000s)

		1	2	3	4	5	6	7	8	9	10
		June 30, 2015	June 30, 2016	June 30, 2017	June 30, 2018	June 30, 2019	June 30, 2020	June 30, 2021	June 30, 2022	June 30, 2023	June 30, 2024
1.	Hiller Park & Sports Complex Projects										
	Totals:	0	5	5	5	5	6	6	6	6	6
2.	Pierson Park Projects										
	Totals:	0	0	0	0	0	0	0	0	0	0
3.	Azalea Hall Projects										
	Totals:	0	6	0	0	0	0	0	5	5	5
4.	McKinleyville Activity Center Projects										
	Totals:	0	5	5	5	15	10	6	6	6	6
5.	Other Park Projects & Equipment										
	Totals:	22	0	8	36	128	36	28	8	14	42
6.	Law Enforcement Facility Projects										
	Totals:	0	0	5	0	0	0	0	0	5	0
7.	McKinleyville Library Projects										
	Totals:	0	13	0	0	0	0	0	0	0	0
8.	Projects Funded With Measure B Renewal										
	Totals:	105	100	100	0	0	0	0	0	0	0
9.	Projects Contingent Upon Grant Funding										
	Totals:	25	0	0	0	0	0	0	0	0	0
10.	Projects Funded by Quimby & Other Funds										
	Totals:	68	0	0	0	0	0	0	0	0	0
Total Planned Capital Expenditures		220	129	123	46	148	52	40	25	36	59

## Appendix A

### ***The Capital Improvement Program Overview Fiscal Year 2014-15***

MCSD's Capital Improvement Program (CIP) is a multi-year plan that identifies capital assets to be purchased or constructed during a 10-year planning horizon. Additionally, the CIP identifies the year in which the capital asset purchase or construction is anticipated as well as the amount of funds expected to be spent.

Capital assets include tangible and intangible assets used in the operations of the District and that have an initial useful life extending beyond one year (i.e. land, improvements to land, easements, buildings, vehicles, machinery, equipment, infrastructure, etc.).

The CIP is updated annually with the first year representing the capital budget for the next fiscal year. A primary goal of the CIP is to provide MCSD with an orderly process of planning and budgeting for capital needs.

Another primary consideration in developing the CIP is to prioritize current and future needs to fit within the anticipated level of financial resources. In this way, the CIP will also assist MCSD in reviewing and evaluating facility rentals and program fees so that MCSD can maintain cash reserves and debt capacity to insure the long-term preservation of District assets.

In FY 2011-12, the Board approved a designated funds policy which included a capital asset repair and replacement reserve. The repair and replacement reserve is designed to provide monies for the current and future replacement of existing capital assets as they reach the end of their useful lives. The District recognizes that the repair and replacement reserve will only be sufficient to pay a portion of the full cost of future capital asset replacements and other sources of replacement funding may be needed, such as a bond issuance, conventional financing or grant funding. This fund will also help normalize the impact of the capital asset replacements on future rates.

***The Capital Improvement Program  
Water and Sewer Funds  
Fiscal Year 2014-2015***

Water and Sewer Fund capital asset purchases and projects depend largely on grants, loans, and the strategic use of District Reserves. The Board has made a commitment to not defer scheduled maintenance, repair, and replacement of current service delivery systems. This must be balanced against the Board's equal commitment to fiscal responsibility. Under the leadership of the General Manager and Finance Director, staff has taken steps to honor both of these commitments in the budget process by ensuring that the potential financing sources of each project are discussed at the time of project proposal and included with each project's detail notes.

**CAPITAL IMPROVEMENT PROGRAM PROJECT DISCUSSION**

**Heavy Equipment and Utility Vehicles**

In 1998, the Board adopted a Fleet Replacement Plan to insure that MCSD's fleet of heavy equipment and utility vehicles would be replaced in an approximately ten-year cycle. At present, the Operations Funds are planning to replace one utility truck, the five yard dump truck and the unit 13 car this next fiscal year, with others being replaced later in sequence. The District will consider leasing these assets rather than purchasing outright but will maintain the pay-go policy when reserves are sufficient. The District has started to exchange some of the heavier utility vehicles with light compact trucks for savings in both capital and operating costs.

**Water System**

The largest proposed Water project for FY2014-15 is recoating the Cochran Tank 1B, which will cost approximately \$350,000. This project will mirror the Norton Tank 2B that was completed in 2012. Each tank recoating will cycle around every 10 years as preventative maintenance to avoid corrosion and structural integrity.

Other projects currently proposed for the Water Fund include purchasing the property for the new water tank (\$200,000). The overall project cost of the new 5 million gallon storage tank is estimated to be a little over \$4 million, with a timeline extending through 2018. The continuation of work on the changeover to Radio-read meters for our customers (up to \$131,000 this fiscal year). The fire hydrant system is scheduled to be upgraded at a cost of \$18,000; however, the Arcata Fire Protection District is covering half of this cost, so the cost to the District will total only \$9,000. Funding for these projects will come from the Reserves created by the Board for maintenance and replacement of capital infrastructure.



An alternative water source study for the Dow's Prairie area (\$100,000), along with engineering for water main replacement (\$20,000) is scheduled for this year. The SCADA computer and software will need to be updated this year (\$10,000).

## **Sewer System**

The Waste Water Management Facility (WWMF) Improvement Project design and construction takes the greatest share of the Sewer Fund CIP budget for FY2014-15 through FY16-17. Design scope of work was approved by the Board in January 2013 with the design phase ending and construction beginning in calendar 2015. Various methods of financing the \$13 million total project cost are being pursued, with the main focus on grants or possibly low-interest loans through the State Revolving Fund.

An ongoing issue that will require consideration will be the removal of accumulated sludge from the WWMF lagoons and plans for a solids handling program, both of which will be capital intensive projects, with \$900,000 being budgeted for this year.

Other projects totaling about \$251,000 include regularly scheduled repair and replacement of sewer mains, pumps, radio telemetry and generator engineering. Funding for these projects will come from the Reserves created by the Board for maintenance and replacement of capital infrastructure.

## **Office, Corporation Yard, Computers and Software**

One item is currently budgeted for the Main Office in FY2014-15 which includes seal-coating the parking lot and facility upgrades. There are also funds budgeted for regularly scheduled upgrades of computers and printers.

## **Fischer Ranch**

A disposal site upgrade at Fischer Ranch is proposed as part of the Waste Water Management Facility project, along with some expansion of underground valving and piping.

An alternative to the upgrade might include procurement of more property as a reclamation site. As regulations change, methods for land application will undoubtedly become more stringent and land procurement will be considered if it is feasible and an economically sound alternative.

### **Small Equipment and Other**

The main capital expense in this category is the planned acquisition of a collapsible discharge hose for the sewer lift station pump around as part of the Overflow Emergency Response Plan.

### **Note on Exhibit 10 – Water & Sewer Funds Capital Improvement Program**

Exhibit 10 contains the summaries of the Water and Sewer Funds Capital Improvement Program's planned capital expenditures (in thousands: 10 = \$10,000). The planning horizon for the Program is 10 years. It should be noted that all estimated replacement costs are in current year dollars, as future inflation is unknown. Since the CIP is a dynamic plan that is updated annually, future costs will be regularly evaluated.

## Appendix A

### ***The Capital Improvement Program Parks and General Fund Fiscal Year 2014-15***

General Fund capital asset purchases and projects are significantly dependent upon property tax revenues and assessments. The Measure B Maintenance Assessment District -- Renewal for Parks, Open Space, and Recreational Facilities was renewed in FY2012-13 for 20 years.

#### **CAPITAL IMPROVEMENT PROGRAM PROJECT DISCUSSION**

##### **Utility Vehicles and Equipment**

In 1998, the Board adopted a Fleet Replacement Plan to insure that MCSD's aging fleet of service vehicles would be replaced in an approximately ten-year cycle. At present, the Parks Fund is not planning to replace a utility truck this next fiscal year, but will be replacing it, and others, the following year as funds become available. The District has started to exchange some of the heavier utility vehicles with light compact trucks for savings in capital and operating costs.

The Parks & Recreation Department purchased a Utility Vehicle from the Operations Department in FY 2013-14. Funds in the amount of \$8,000 will be transferred for the purchase in FY 2014-15.

Staff is proposing to replace the large Toro mower used for mowing Hiller Sports Complex. This has been a good mower, but it has required substantial repairs in the last year. Staff has budgeted \$17,000 for a replacement mower.

##### **Building Projects**

With the successful passing of Measure B Maintenance Assessment District -- Renewal for Parks, Open Space, and Recreational Facilities, staff has begun the design for construction of a **Teen & Community Center** attached to the McKinleyville Activity Center. The facility will include two (2) classrooms, storage, an office, multi-purpose activity room, restrooms, lounge and a commercial kitchen. \$104,000 is the planned budget for the portion of this project expected to be completed in the coming fiscal year.

The Pierson Park Covered Picnic Area has begun, but much of the expense will be shown in FY 2014-15. The estimated cost for this project is \$75,000. \$25,000 will come from a Land and Water Conservation Fund Grant we received and \$50,000 will come from Quimby Inland Parkland Dedication Funds.

## **Parks and Trails Projects**

Staff is planning on purchasing miscellaneous equipment for Hiller Sports Complex, Pierson Park, Azalea Hall and the McKinleyville Activity Center. The cost for this equipment is estimated to be less than \$5,000 each, and therefore is reflected in the operating budget.

Staff proposes to improve parking and river access on the acquired property that was purchased from Granite Construction along North Bank Road.

Staff has committed to greater use of MCSD's Quimby Funds, which are held in trust by the County, and is planning to spend \$18,000 in new park improvements with these funds.

The Board of Directors has encumbered \$25,000 in Quimby Funds for Hewitt Ranch improvements, contingent upon matching grant funding.

The District will continue to pursue additional grant funding for new projects, which may be included in the budget in future years, but are contingent upon successfully receiving grants. If McKinleyville continues to grow as anticipated, other regular acquisitions of new parkland are planned throughout the 10-20 year planning horizon.

## **Small Equipment, Contingency and Other**

Smaller and less expensive (more than \$500 but less than \$5,000) new equipment and emergency replacement of existing equipment cannot generally be anticipated. These are considered expenditures, rather than capital assets, and will be included in the repairs/maintenance/supplies line of the Parks & General Fund Operating Budget.

## **Note on Exhibit 10 – Parks & General Fund Capital Improvement Program**

Exhibit 10 contains the summaries of the Parks and General Fund Capital Improvement Program's planned capital expenditures (in thousands: 10 = \$10,000). The planning horizon for the Program is 10 years. It should be noted that all estimated replacement costs are in current year dollars, since future inflation is unknown. Since the CIP is a dynamic plan that is updated annually, future costs will be regularly evaluated.

## Appendix B

### ***The Strategic Plan Matrix Overview Fiscal Year 2014-15***

MCSD's Strategic Plan Project Matrix provides a summary of the goals and objectives incorporated in each Strategic Plan Element of the Board approved Strategic Plan over a 3-5 year horizon. The Matrix includes information on estimated total costs, percent complete, current status, and expected activities over the next several Fiscal Years. Items highlighted within the table indicate a goal or objective specifically listed in the Strategic Plan Narrative as being of particular concern to the Board.

The full Strategic Plan is available on MCSD's website, in the Document Library under Plans.

STRATEGIC PLAN SECTION#	PROJECT NAME	PROJECT MANAGER	CURR. FY CIP\$	CURR.FY2014-15	NEXT FY2015-16	NEXT FY2016-17	NEXT FY2017-18	EST. COMPLETION	TOTAL PROJECT % COMPLETE	STATUS/COMMENTS
<b>1.0 Water</b>										
1.1	Maintenance Programs	JH	\$ 350,000.00	Tank 1B recoating/create SOP's/ Removing pumps & motors 1 thru 4 at N.Bank	Change copper tubing in PRV stations/ create SOP's	Tank recoating/create SOP's	Valve exercising/Fire Hydrant insp. And exercise			
1.2	Water Tank Storage Proj	JH	\$ 185,000.00	purchase property	design	pursue grant funding	build	2018	5%	Geotech complete and complete negotiations
1.3	Emergency Water Crossing	JH	n/a	Construction complete	Finalize SOPs with City of Arcata	Completed		2014	95%	SOP's will be written by MCSD and Arcata.
1.4	Emergency Water Supply	JH	\$ 100,000.00	Pursuing grant funding	Pursuing grant funding	Groundwater Mgmt Plan	Groundwater Mgmt Plan			
1.5	Radio Telemetry Upgrade	JH	n/a	Completed/Funded				2013	100%	
1.6	Water Main Rehab/Repl	JH	\$ 20,000.00	Technical Memorandum for rehab/replacement strategies	Build up reserves	Build up reserves, prioritize areas of concern	Start rehab/replace ment		0%	Reserves will be built up to replace water mains when needed.
1.7	Radio Read Meters	JH	90,000.00	Phase 1 ctd.	Phase2	Phase 3	Annual replacements	2016	5%	Success of this project is contingent upon a source of financing



STRATEGIC PLAN SECTION#	PROJECT NAME	PROJECT MANAGER	CURR. FY CIP\$	CURR.FY2014-15	NEXT FY2015-16	NEXT FY2016-17	NEXT FY2017-18	EST. COMPLETION	TOTAL PROJECT % COMPLETE	STATUS/COMMENTS
<b>2.0 Wastewater</b>										
2.1	20-yr Facility Plan	GM & Board	n/a	Annual Review	Annual Review	Annual Review	Annual Review		100%	
2.2	WWMF Improvement Proj/Biosolids Maint.	GM & JH	5,000,000.00	100% design, Pond 1A dredged/draind and CEQA completed	Construction	Construction completed	Biosolids Mgmt Plan	2016	5%	Grant funding and financing are being pursued
2.3	Collection Sys Upgrades	JH		Technical Memorandum for proposed upgrades of Thiel crossing	Monitor capacity of all 3 basin crossings	Monitor capacity of all 3 basin crossings	Design for Thiel crossing		5%	This will be scheduled and completed when build-out requires upgrade.
2.4	Sewer Main Rehab/Repl	JH	50,000.00	Repair I&I when found	Repair I&I when found/ Memorandum for pipe replacement plan	Repair I&I when found contingency for pipe replacement plan	Repair I&I when found, prioritize pipe replacement plan			There is no completion date to this maintenance. I&I will be repaired when found and a plan for replacing pipe will be developed
2.5	Radio Telemetry Upgrade	JH	45,000.00	sewer stations will be upgraded.				2016		Sewer stations will be completed in 2015. WWMF radio will be upgraded during upgrade.
2.6	Sewer Lift Stn Gen. Upgrades	JH	20,000.00	engineering and design	Replace Letz Gen.	Replace Fischer Gen.	Replace Fischer Gen.	2017		
2.7	Pre-Treatment Prog	EJ	n/a	Issue grease trap permits.	Administering Pre-treatment program/ Annual testing	Administering Pre-treatment program/ Annual testing	Administering Pre-treatment program/ Annual testing			
2.8	I&I Prevention	JH	n/a	annually insp. and flow testing during wet weather flows	annually insp. and flow testing during wet weather flows	annually insp. and flow testing during wet weather flows	annually insp. and flow testing during wet weather flows			Inspected and repaired annually

STRATEGIC PLAN SECTION#	PROJECT NAME	PROJECT MANAGER	CURR. FY CIP\$	CURR.FY2014-15	NEXT FY2015-16	NEXT FY2016-17	NEXT FY2017-18	EST. COMPLETION	TOTAL PROJECT % COMPLETE	STATUS/COMMENTS
<b>3.0 Streetlights</b>										
3.1	Converting to LED	JH	n/a	Completed/Funded				2014	67%	
3.2	Maintenance Programs	JH	n/a	Pole inspections on 10-year rotation, due: FY2022						Poles will be inspected for rot every 10 years. Completed 6/11
<b>4.0 Parks &amp; Recreation</b>										
4.1	Teen & Community Center	JS	104,000.00	Construction	Doors open			2014/15	15%	
4.2	Hewitt Ranch Park	JS	\$ -	Funding Options brought to Board	Pursue Funding	Pursue Funding	Planning for Parking Area			
4.3	Washington Ave. Property	JS	68,000.00	Work with local BMX group to pursue funding	Pursue Funding	Possible Park Developmt (depending on funding)	Possible Park Developmt (depending on funding)			
4.4	Community Forest	JS	\$ -	Continue discussions with local stakeholders	Continue discussions with local stakeholders	Pursue Property Acquisition	Pursue Property Acquisition			
4.5	Mad River Property	JS	\$ -	Create Access/Pursue Funding get RAC recommendations	Pursue Funding	Upgrade access	Develop existing trails			
4.6	Standards & Specs for OSMZ/Parks	JS	n/a	Bring to MCSD Board of Directors for approval	Standards and Sepcifications being used for all parks, facilities and open space maintenance zones	Standards and Sepcifications being used for all parks, facilities and open space maintenance zones	Standards and Sepcifications being used for all parks, facilities and open space maintenance zones	2014/15	30%	
4.7	Maintenance Standards	JS	n/a	Staff Training	Staff Training	Staff Training	Staff Training			
4.8	Covered Picnic Area	JS	n/a	Construction Completed	Promote covered picnic area rentals	Promote covered picnic area rentals	Promote covered picnic area rentals	31-Dec-14	10%	A majority of the construction is being completed inhouse in order to cut costs. Therefore, it is difficult to estimate a completion date.

STRATEGIC PLAN SECTION#	PROJECT NAME	PROJECT MANAGER	CURR. FY CIP\$	CURR.FY2014-15	NEXT FY2015-16	NEXT FY2016-17	NEXT FY2017-18	EST. COMPLETION	TOTAL PROJECT % COMPLETE	STATUS/COMMENTS
<b>5.0 Partnerships</b>										
5.1	Foster Regional Cooperation	GM & Board	n/a	Quarterly meetings with 5th District Supervisor	Met with all five Humboldt County Supervisors	Quarterly meetings with 5th District Supervisor	Met with all five Humboldt County Supervisors		Ongoing	Continue efforts to gain a seat on the TAC
5.2	Improve Political Ties	GM & Board	n/a	Schedule bi-annual meetings with State Representatives; meet w/new State Senator		Bi-annual meetings with State Representatives			Ongoing	Monitor the elections and make contact with newly elected representatives
5.3	Participate in Community Groups	GM & JS	n/a						Ongoing	Continue to participate with local groups representing various constituents
<b>6.0 Personnel/Organization</b>										
6.1	Employee Retention	Dept. Heads	n/a						Ongoing	Next scheduled salary survey due in FY 2017/18
6.2	Training & Development	Dept. Heads	n/a	formalize succession plan	Annual Review & Revision	Annual Review & Revision	Annual Review & Revision, Reassess Succession Plan		Ongoing	
6.3	Employee Communication	Dept. Heads	n/a	next scheduled reviews of Supervisors Manual	next scheduled reviews of Personnel Policy Manual and Employee Handbook		next scheduled reviews of Supervisors Manual & Employee Handbook		Ongoing	
6.4	Employee Safety Prog	Dept. Heads	n/a	SDRMA annual safety audit	SDRMA annual safety audit	SDRMA annual safety audit	SDRMA annual safety audit		Ongoing	
6.5	Eval & Performance Mgmt	Dept. Heads	n/a	Annual Evaluations scheduled per hire dates	Annual Evaluations scheduled per hire dates	Annual Evaluations scheduled per hire dates	Annual Evaluations scheduled per hire dates		Ongoing	

STRATEGIC PLAN SECTION#	PROJECT NAME	PROJECT MANAGER	CURR. FY CIP\$	CURR.FY2014-15	NEXT FY2015-16	NEXT FY2016-17	NEXT FY2017-18	EST. COMPLETION	TOTAL PROJECT % COMPLETE	STATUS/COMMENTS
<b>7.0 Administrative Management</b>										
7.1	District Policies & Procedures	GM & Board	n/a	Annual review	Annual review	Annual review	Annual review		Ongoing	Annual reviews are done for Conflict of Interest.
7.2	Records Retention	CMRT	n/a	DocStar fully implemented	Records backlog started	Review Records Retention	Records backlog completed	2017	25%	Purchase agreement signed, hardware & software installed, training begun
7.3	Customer Service	Dept. Heads	n/a	ongoing monitoring & training	ongoing monitoring & training	ongoing monitoring & training	ongoing monitoring & training		Ongoing	
7.4	Build Public Information Program	JS	n/a	Website, newsletter, PSAs, social networking	Website, newsletter, PSAs, social networking	Website, newsletter, PSAs, social networking	Website, newsletter, PSAs, social networking			
7.5	Board Development Policy	GM & Board	n/a	Ongoing annual AB 1234 Ethics training	Ongoing annual AB 1234 Ethics training & update orientation	Ongoing annual AB 1234 Ethics	Ongoing annual AB 1234 Ethics		Ongoing	Additional continuing education courses encouraged to promote ethical and transparent
7.6	Review/Update Strategic Plan	GM & Board	n/a	Annual Review & Revision	Annual Review & Revision	Annual Review & Revision	Annual Review & Revision		Ongoing	When do we think the Board will approve this?
7.7	Emergency Preparedness and Response	GM & Dept. Heads	n/a	Conduct full scale table top exercise; Review and update EOP	Conduct full scale table top exercise; Review and update EOP	Conduct full scale table top exercise; Review and update EOP	Conduct full scale table top exercise; Review and update EOP		25%	Still working on information flow
7.8	Achieve Best Practices Awards	GM & Board & Board Secretary	n/a	Achieve 6 hours of governance training for Board members, GM and executive staff	Apply for the SDLF "Districts of Distinction" accreditation program				10%	Transparency Cert. Awarded in FY 14.
7.9	Explore Alternative Energy Options	GM & Board	n/a	Board review of report & consider prioritization of projects				2014	20%	Review and report to Board by end of FY 14
7.10	Planning and Latent Powers	GM & Board	n/a	Define entire process and associated estimated costs	Propose phasing work to allow Board to consider the value of each step related to cost				Ongoing	Review and report to Board by end of FY 14
7.11	Integrated Pest Mgmt Plan	JH & JS	n/a	Develop an MCSD team to work on plan. Hold public workshops. Seek Board approval	Continue working on developing an IPM	Seek Board approval of IPM	Monitoring		Ongoing	

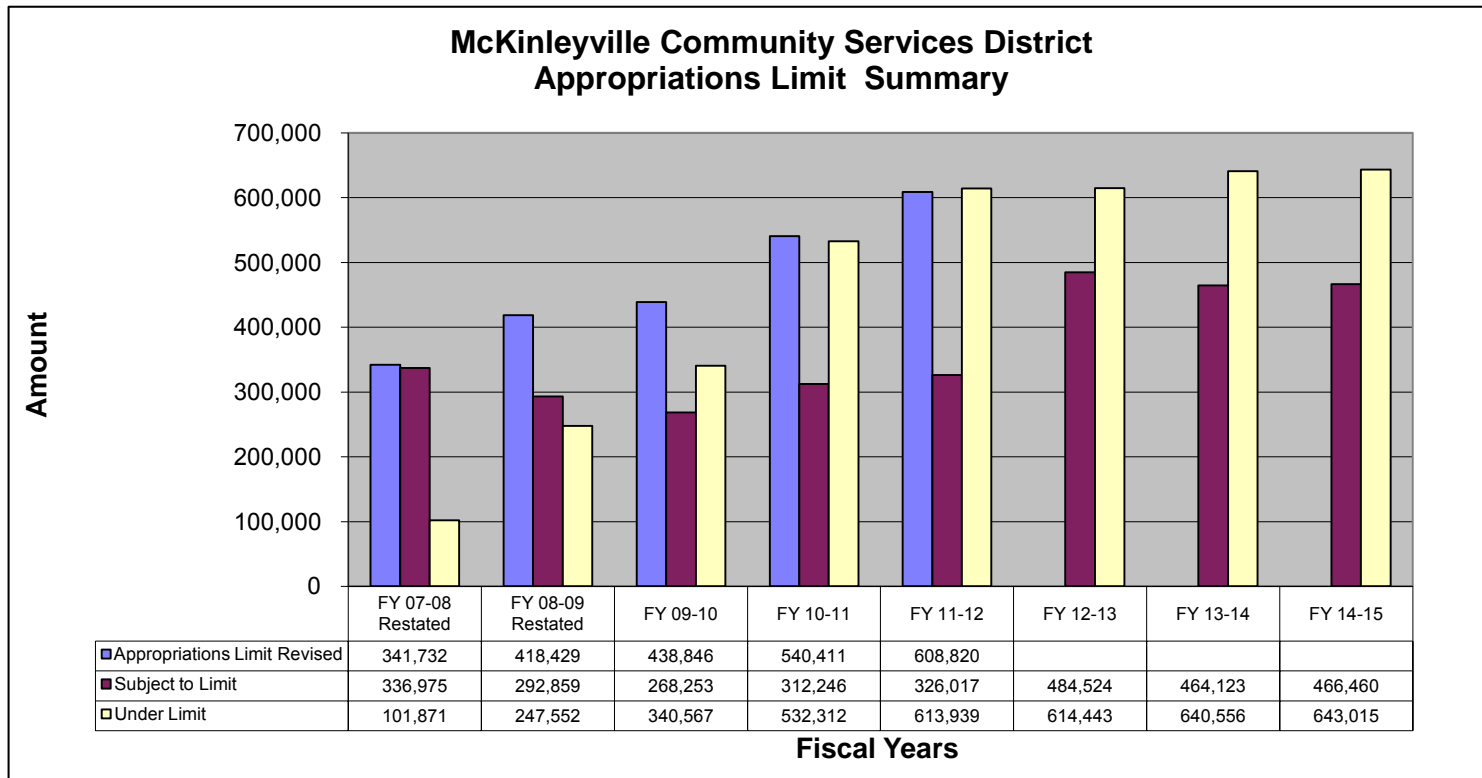
STRATEGIC PLAN SECTION#	PROJECT NAME	PROJECT MANAGER	CURR. FY CIP\$	CURR.FY2014-15	NEXT FY2015-16	NEXT FY2016- 17	NEXT FY2017- 18	EST. COMPLETION	TOTAL PROJECT % COMPLETE	STATUS/COMMENTS
<b>8.0 Finance</b>										
8.1	Reserve Policy Implementation	CT & GM	n/a	review & monitor	review & monitor	review & monitor	review & monitor		Ongoing	
8.2	Budget Development	CT	n/a	information collection started	information collection started	not yet started	not yet started	FY2014-15 @ 5%	Ongoing	
8.3	Capital Budget Mgmt	CT	n/a	information collection started	information collection started	not yet started	not yet started	FY2014-15 @ 5%	Ongoing	
8.4	Development of Financial Mgmt System	CT	n/a	RFP, choose vendor, lay out implementation plan	begin implementation	complete implementation	complete implementation	2017	3%	
8.5	Financial Audit	CT	n/a	not yet started - new RFP	not yet started	not yet started	not yet started	Dec-13	95%	
8.6	Monitor Reserves Recovery	CT	n/a	Monitor	Monitor	Complete		Dec-13	2%	
8.7	Rate Studies	GM & Board	n/a	Sewer Rate Analysis			Water & Sewer Rate Analysis	Dec-13	Ongoing	

# McKinleyville Community Services District

## Appropriations Limit Calculation Summary

### FY 14-15 Budget

<b>Prior Year Final Appropriation Limit</b>		<b>\$ 1,104,678</b>
<b>Allowed Compounded Percentage Increase from Prior Year <sup>(1)</sup></b>		
Non-Residential Assessed Valuation Percent Change	0.020%	
MCSD Unincorporated County Population Percent Change	-0.061%	
Compounded Percentage as an Adjustment Factor	<u>0.434%</u>	
Annual Adjustment Amount to Appropriation Limit		<u>4,798</u>
<b>Current Year Appropriation Limit</b>		<b><u>1,109,476</u></b>
<b>Current Year Adopted Budget Appropriations From Proceeds of Taxes <sup>(2)</sup></b>		
Proceeds of Taxes From Adopted Budget <sup>(3)</sup>	511,143	
Less Allowable Exclusion of Certain Appropriations <sup>(3)</sup>	<u>(44,683)</u>	
<b>Current Year Appropriations Subject to Appropriation Limit</b>		<b><u>466,460</u></b>
<b>Current Year Appropriations Under the Appropriation Limit <sup>(3)</sup></b>		<b><u>\$ (643,015)</u></b>
<b>Percentage Under the Limit</b>		<b><u><u>-58%</u></u></b>



(1) From State Department of Finance, as required by State Law

(2) Proceeds of Taxes are certain revenues as defined by State Law and League of California Cities Article XIIIB Appropriations Limit Uniform Guidelines - March 1991. See Worksheets for details.

(3) Summary of worksheets for above calculations of Appropriations Limit and Appropriations Subject to Limit.

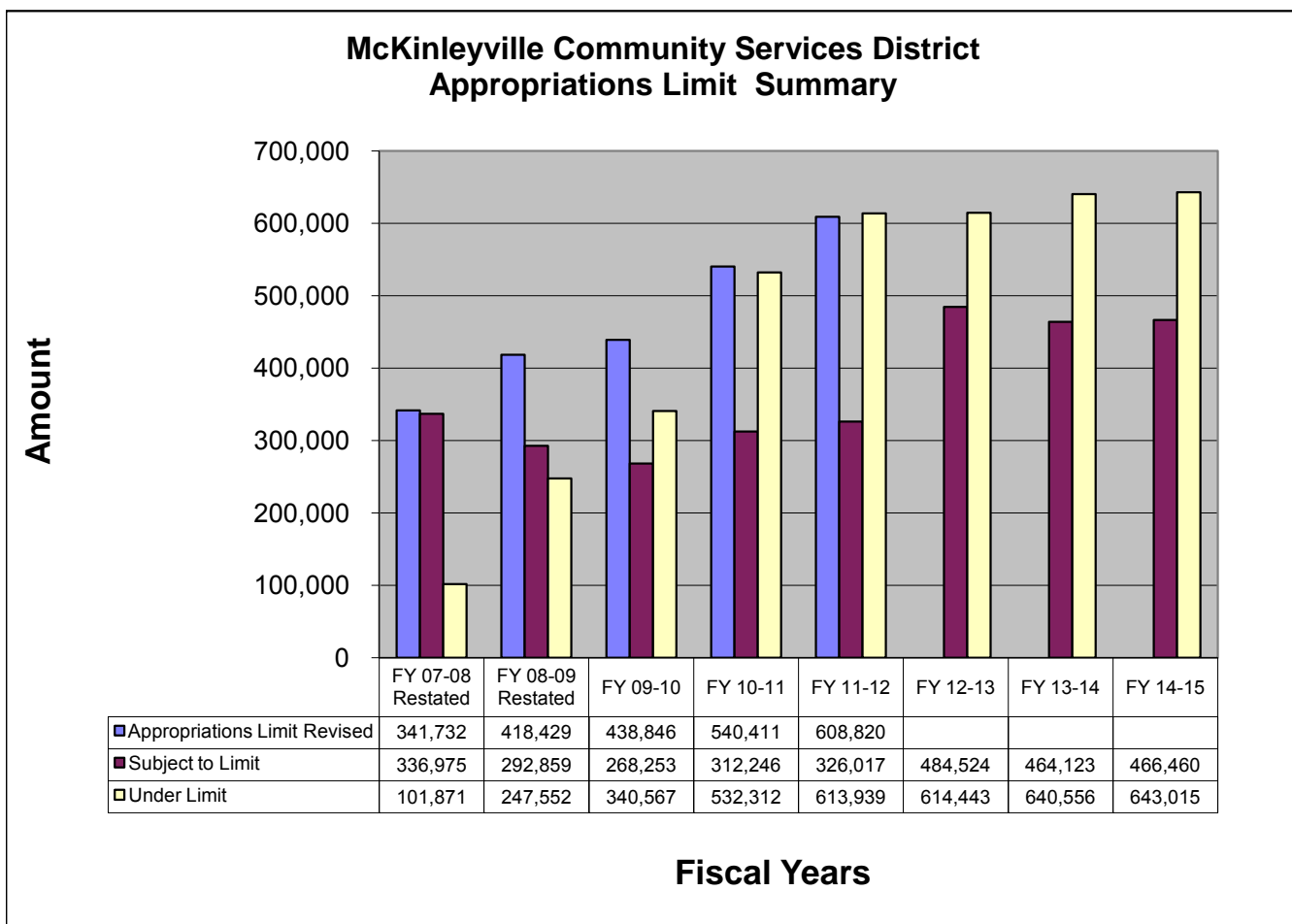
Summary of Appropriations From Proceeds of Taxes	From Non Proceeds of Taxes	From Proceeds of Taxes	Total Appropriations
General Fund	883,321	511,143	1,394,464
Street Lighting Fund	89,758	-	89,758
Water Fund	3,186,473	-	3,186,473
Wastewater Fund	2,214,970	-	2,214,970
<b>Total Proceeds and Non Proceeds of Taxes</b>	<b>6,374,521</b>	<b>511,143</b>	<b>6,885,665</b>
<b>Summary of Exclusions</b>			
Court Order Costs	-		
Federal Mandates	44,683		
Qualified Capital Equipment	-		
Qualified Debt Service	-		
<b>Total Exclusions to Appropriations Subject to Limit</b>	<b>44,683</b>		



**McKinleyville Community Services District**  
**APPROPRIATIONS LIMIT CALCULATION**

**Summary Charts**

<b>Fiscal Year</b>	<b>Appropriations Limit Revised</b>	<b>Subject to Limit</b>	<b>Under Limit</b>
FY 01-02	284,654	272,089	12,565
FY 02-03	282,163	281,973	190
FY 03-04	308,121	291,306	16,815
FY 04-05	321,919	217,475	104,444
FY 05-06	341,732	281,141	60,591
FY 06-07	418,429	403,353	15,076
FY 07-08 Restated	438,846	336,975	101,871
FY 08-09 Restated	540,411	292,859	247,552
FY 09-10	608,820	268,253	340,567
FY 10-11	844,558	312,246	532,312
FY 11-12	939,956	326,017	613,939
FY 12-13	1,098,967	484,524	614,443
FY 13-14	1,104,678	464,123	640,556
FY 14-15	1,109,476	466,460	643,015



**McKinleyville Community Services District**  
**APPROPRIATIONS LIMIT CALCULATION**  
**FY 14-15 Budget**

**User Fees in Excess of Costs Analysis**  
**(Worksheet #1 of Guidelines)**

	Estimated User Fees Revenues & Expenditures	Allocation By Activity			
		Parks	Street Lighting	Water Operations	Wastewater Operations
<b>GENERAL FUND - Parks</b>					
Charges for Services	454,615	454,615			
Miscellaneous Fees & Reimbursements	14,500	14,500			
<b>Total General Fund</b>	<b>469,115</b>	<b>469,115</b>	-	-	-
<b>Street Lighting Fund</b>	89,758		89,758		
<b>Water Operations Fund</b>	3,186,473			3,186,473	
<b>Wastewater Operations Fund</b>	2,214,970				2,214,970
<b>Total Estimate of User Fees</b>	<b>5,960,316</b>	<b>469,115</b>	<b>89,758</b>	<b>3,186,473</b>	<b>2,214,970</b>
<b>Current Year Adopted Budget</b>					
Operations & Equipment	5,846,613	1,394,793	89,642	2,471,429	1,890,748
Allocations for Improvements	-				
<b>User Fees (Under) or in Excess of Costs</b>	<b>113,703</b>	<b>(925,678)</b>	<b>116</b>	<b>715,044</b>	<b>324,222</b>

# McKinleyville Community Services District

## APPROPRIATIONS LIMIT CALCULATION

### FY 14-15 Budget

#### Calculation of Proceeds of Taxes and Interest Allocation (Worksheets #2 & #3 of Guidelines)

PROCEEDS AND NON-PROCEEDS OF TAXES REVENUE ANALYSIS	Revenue Estimates (1)	Use of Reserves or Fund Balances (2)	Net of Other Uses or Transfers To Other Funds	Net of Other Sources or Transfers From Other Funds	Total Appropriation of Funds (3)	Appropriations From	
						Non-Proceeds of Taxes	Proceeds of Taxes
<b>General Fund</b>							
Property Tax	510,000				510,000	-	510,000
Special Assessment	214,024				214,024	214,024	-
Charges for Services	454,615				454,615	454,615	-
Grants	50,125				50,125	50,125	-
Development Fees	148,200				148,200	148,200	-
Interest (4)	3,000				3,000	1,857	-
Miscellaneous Fees & Reimbursements	14,500				14,500	14,500	1,143
Other Financing Sources					-	-	-
Other Sources					-	-	-
<b>TOTAL GENERAL FUND REVENUES</b>	<b>1,394,464</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,394,464</b>	<b>883,321</b>	<b>511,143</b>
<b>Street Lighting Fund</b>	89,758	(625)				89,758	
<b>Water Fund</b>	3,186,473	(698,248)				3,186,473	
<b>Wastewater Fund</b>	2,214,970	(329,427)				2,214,970	
<b>Debt Service Fund</b>	-					-	
<b>Total All Funds</b>	<b>6,885,665</b>	<b>(1,028,300)</b>	<b>-</b>	<b>-</b>	<b>1,394,464</b>	<b>6,374,521</b>	<b>511,143</b>

(1) See Worksheet 2.1 for Detail to all Funds

(2) Use of reserves or fund balances are considered non-proceeds of taxes due to prior year appropriation of all fund balances to reserves. A (negative) amount reflects a budgetary increase to reserves or ending fund balance which will be reflected in the final budget appropriations.

(3) Includes all appropriations from all funds to reconcile to adopted budget resolutions.

(4) Interest is allocated between Proceeds and Non-Proceeds on a proportional basis.

**McKinleyville Community Services District**  
**Revenue Estimates Detail**  
**FY 14-15 Budget**

**Proceeds Detail (Worksheet 2.1  
of Guidelines)**

Fnd	Acct	Estimated Revenue (2)	Less Non- Proceeds of Taxes	Net Proceeds of Taxes	Comments
<b>General Fund - Parks</b>					
41050	ADMIN FEE	4,500	4,500		Reimbursement for Services
42020	PROC. FEES	1,500	1,500		User Fees for Services
42030	BAD CHECK FEES	100	100		Miscellaneous Fees and Reimbursements
43002	REFUNDS/REBATES	100	100		Miscellaneous Fees and Reimbursements
43195	OTHER OP. REV.	4,000	4,000		Miscellaneous Fees and Reimbursements
43197	LEASE REVENUE	2,400	2,400		Use of Property fees
44000	OPEN SPACE FEES	72,700	72,700		Development Fees
45000	OPEN SPACE FEES	7,500	7,500		Development Fees
47050	MSC PAYROLL REM	-	-		Miscellaneous Fees and Reimbursements
47999	EVENT RENTALS	44,700	44,700		User Fees for Services
48000	COMM. EVENTS	-	-		User Fees for Services
48001	VENDOR CONTRACT	31,400	31,400		User Fees for Services
48002	EVENT SERVICES	5,000	5,000		User Fees for Services
48010	INSURANCE FEES	1,100	1,100		User Fees for Services
48020	AD INCOME	3,000	3,000		User Fees for Services
48040	COMMISSIONS VND	-	-		User Fees for Services
48050	REC. PROGRAMS	374,915	374,915		User Fees for Services
48051	FRF DISCOUNT	(7,000)	(7,000)		User Fees for Services
48055	PROGRAM GRANTS	25,125	25,125		Related to Restricted Grants
48070	SALE OF SCRAP	-	-		Use of Property fees
50001	INT. REVENUE	3,000	1,857	1,143	Allocated
51001	SECURED TAXES	510,000		510,000	
51060	MEASURE B ASSMT	214,024	214,024		Special Assessment Restricted Specific Use
52000	OTHER INCOME	1,500	1,500		Miscellaneous Fees and Reimbursements
53001	CONTRIBUTIONS	1,900	1,900		Donations
53002	QUIMBY FEES	68,000	68,000		Development fees
54001	STATE GRANTS	25,000	25,000		Related to Restricted Grants
56000	GAIN ON DISPOSAL	-	-		Miscellaneous Fees and Reimbursements
<b>Total General Fund</b>		<b>1,394,464</b>	<b>883,321</b>	<b>511,143</b>	

**Street Lighting**

41050	ADMIN FEE	13,000	13,000		
42020	PROC. FEES	3,700	3,700		
47001	ST. LIGHT CHGS	67,658	67,658		
47001	ST. LIGHT CHGS	5,300	5,300		
50001	INT. REVENUE	100	100		
<b>Total Street Lighting</b>		<b>89,758</b>	<b>89,758</b>	<b>-</b>	User Fees for Services

**Water Fund**

40000	WATER BASE CHG	1,005,194	1,005,194		
40001	MTR. WATER SALE	1,928,230	1,928,230		
41001	NEW SVC. FEES	20,000	20,000		
41002	INSTALLATION FEES	-	-		
41020	PL. CK. FEE DEP	500	500		
42001	PERMIT FEES	-	-		
42010	CONN. FEES	45,592	45,592		
42020	PROC. FEES	20,000	20,000		
42030	BAD CHECK FEES	500	500		
42040	RECONN. FEES	21,000	21,000		
42050	DCV INSPECTION	20,000	20,000		
43010	REC. BAD DEBTS	500	500		
43190	CELL TOWER REV.	15,500	15,500		
43195	OTHER OP. REV.	7,500	7,500		
43197	LEASE REVENUE	3,600	3,600		

# McKinleyville Community Services District

## Revenue Estimates Detail

### FY 14-15 Budget

Proceeds Detail (Worksheet 2.1 of Guidelines)

Fnd	Acct	Estimated Revenue (2)	Less Non- Proceeds of Taxes	Net Proceeds of Taxes	Comments
43198	PAVING FEES	1,200	1,200		
43199	SERVICE UPGRADE	-	-		
46000	AFTER HRS CHGS	500	500		
48060	EQUIP USAGE FEE	-	-		
48070	SALE OF SCRAP	1,000	1,000		
50001	INT. REVENUE	4,907	4,907		
50005	LATE CHARGES	15,000	15,000		
51011	CONTRIB CONST	75,000	75,000		
56000	GAIN ON DISPOSAL	750	750		
<b>Total Water</b>		<b>3,186,473</b>	<b>3,186,473</b>	<b>0</b>	User Fees for Services

#### Wastewater Fund

40002	SWR SVC CHGS.	1,900,000	1,900,000		
40010	STORM WATER FEE	300	300		
41001	NEW SVC. FEES	15,000	15,000		
41002	INSTALLATION FEES	-	-		
41020	PL. CK. FEE DEP	500	500		
41040	SWR CONST PRMT	1,000	1,000		
42001	INSPECTION FEES	-	-		
42010	CONN. FEES	120,000	120,000		
42020	PROC. FEES	-	-		
42030	BAD CHECK FEES	400	400		
42040	RECONN. FEES	-	-		
42050	DCV INSPECTION	-	-		
43010	REC. BAD DEBTS	500	500		
43190	CELL TOWER REV.	15,500	15,500		
43195	OTHER OP. REV.	5,000	5,000		
43197	LEASE REVENUE	21,420	21,420		
43198	PAVING FEES	250	250		
46000	AFTER HRS CHGS	-	-		
48060	EQUIP USAGE FEE	-	-		
48070	SALE OF SCRAP	100			
50001	INT. REVENUE	20,000	20,000		
50005	LATE CHARGES	14,500	14,500		
51011	CONTRIB CONST	100,000	100,000		
56000	GAIN ON DISPOSAL	500	500		
<b>Total Wastewater</b>		<b>2,214,970</b>	<b>2,214,870</b>	<b>0</b>	User Fees for Services

#### Debt Service

<b>Total Debt Service</b>	-	-	-	Debt Related
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<b>Total All Funds</b>	<b>6,885,665</b>	<b>6,374,421</b>	<b>511,143</b>
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**McKinleyville Community Services District**  
**APPROPRIATIONS LIMIT CALCULATION**  
**FY 14-15 Budget**

<b>Calculation of Appropriations Subject to  Limit (Worksheet #4 of Guidelines)</b>
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	<u>Adopted Budget</u>
Total Appropriations From Proceeds of Taxes (From Worksheet # 2)	\$ 511,143
Less Allowed Exclusions (From Worksheet #7)	(44,683)
Current Year Appropriations Subject to Limit	<u>\$ 466,460</u>
Current Year Appropriations Limit (From Worksheet #6)	1,109,476
Current Year Appropriations Over or (Under) Limit	<u>\$ (643,015)</u>
Percentage Over or (Under) Limit	<u><u>-58%</u></u>

# McKinleyville Community Services District

## APPROPRIATIONS LIMIT CALCULATION

### FY 14-15 Budget

#### Population and Growth Factors (Worksheet #5 of Guidelines)

	Percent Change Indices		Percent Change in Population [1]		Allowed Annual Percent Growth in Appropriations Limit	Revised Appropriations Limit [2]
	Percent Change in Per Capita Personal Income [3]	Percent Change in Annual Non-Residential Assessed Valuation growth to Total Growth [4]	MCSD (Unincorporated County)	Humboldt County Total		
FY 00-01	4.91	N/A	1.64	1.35	106.63052%	262,852
FY 01-02	7.82	N/A	0.44	0.34	108.29441%	284,654
FY 02-03	-1.27	N/A	0.40	0.33	99.12492%	282,163
FY 03-04	2.31	8.14	0.98	0.77	109.19977%	308,121
FY 04-05	3.28	-0.10	1.16	0.94	104.47805%	321,919
FY 05-06	5.26	-42.46	0.85	0.70	106.15471%	341,732
FY 06-07	3.96	21.98	0.10	0.38	122.44352%	418,429
FY 07-08	4.42	-14.41	0.17	0.44	104.87945%	438,846
FY 08-09	4.29	22.13	0.83	0.64	123.14368%	540,411
FY 09-10	0.62	12.02	0.57	0.45	112.65851%	608,820
FY 10-11	-2.54	37.77	0.69	0.53	138.72061%	844,558
FY 11-12	2.51	10.50	0.72	0.66	111.29560%	939,956
FY 12-13	3.77	16.80	0.10	0.00	116.91680%	1,098,967
FY 13-14	3.10	0.02	0.50	0.40	100.51970%	1,104,678
FY 14-15	-0.23	0.50	-0.1	0.0	100.43433%	1,109,476

[1] From State Department of Finance per Article XIII B of the California Constitution every May 1st for following Fiscal Year Appropriations Calculation. A 1991 amendment to Article XIII-B dropped use of the CPI and allowed for revising limit with PCI or Growth in non-residential assessed valuation and City or County population growth factors back to FY 87-88. The MCSD may selection by resolution the growth factors to be used to calculate the annual Appropriations Limit. The **Bold type** indicate Factor used in calculation for the individual Fiscal Year.

[2] Appropriations Limit calculation have been revised to correct factors and mathematical calculations. Previous Appropriations limits and combined percentage growth from June 20, 2007 Board Agenda report.

[3] PCI = Per Capita Personal Income - California 4th Quarter - Calculated by State Department of Finance. See Price-Population Letter, Annual

[4] Percent of annual growth in non-residential assessed valuation is from information provided by the Humboldt County Assessor's office on values and property classifications and is calculated as the percent of change in non-residential property valuation to the change in total valuation. Application of the percent change in non-residential valuation is from the prior fiscal year change. For example, the percent change in FY 03-04 of 8.14% was the change in non-residential assessed valuation in FY 02-03 from FY 01-02.



**McKinleyville Community Services District**  
**APPROPRIATIONS LIMIT CALCULATION**  
**FY 14-15 Budget**

<b>Appropriations Limit Calculation (Worksheet #6 of Guidelines)</b>
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<b>Prior Year Appropriations Limit (From Worksheet #5)</b>	<b>\$</b>	<b>1,104,678</b>
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**Current Year Growth Factors (From Worksheet #5)**

<b>Non-Residential Assessed Valuation Percent Change</b>	<b>0.02%</b>
<b>MCSD Unincorporated County Population Percent Change</b>	<b>-0.06%</b>

<b>Compounded Total Percentage Adjustment Factor</b>	<b>0.434%</b>
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<b>Current Year Annual Adjustment Amount</b>	<b>\$</b>	<b>4,798</b>
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**Other Adjustments to Limit (see detail worksheets)**

Reduction In Limit	
Loss of Responsibility	0
Transfer of Services to Private Sector	0
Transfer of Services to Fees	0
Increase in Limit	
Assumed Responsibility of Services	0

<b>Total Adjustments to Limit</b>	<b>\$</b>	<b>-</b>
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<b>Current Year Appropriations Limit</b>	<b>\$</b>	<b>1,109,476</b>
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**McKinleyville Community Services District**  
**APPROPRIATIONS LIMIT CALCULATION**  
**FY 14-15 Budget**

<b>Exclusions to Appropriations Limit (Worksheet #7 from Guidelines)</b>
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	<b>Exclusions</b>
<b>Court Orders</b>	
	-
<b>Federal Mandates</b>	
Fair Labor Standards Act Payments	-
FICA and Medicare Payments	41,765
Unemployment Payments	2,919
<b>Total Federal Mandates</b>	<b>44,683</b>
<b>Qualified Capital Outlays (Assets of over \$100,000 )</b>	-
<b>Total Qualified Capital Outlays Paid From Proceeds of Taxes</b>	-
<b>Qualified Debt Service</b>	
<b>Total Qualified Debt Service Paid From Proceeds of Taxes</b>	-
<b>Total Exclusions</b>	<b>44,683</b>

**RESOLUTION 2014-19**

**RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT  
ESTABLISHING APPROPRIATIONS LIMIT FOR FISCAL YEAR 2014/2015 PURSUANT TO  
ARTICLE XIII B OF THE CALIFORNIA CONSTITUTION**

**WHEREAS**, PURSUANT TO Article XIII B of the California Constitution, the McKinleyville Community Services District is required to establish, by resolution, the limit to which funds derived from ad valorem taxes may be appropriated during fiscal year 2014/2015; and

**WHEREAS**, the District staff has obtained from the California Department of Finance a Population Change Estimate for the area within the McKinleyville Community Services District; and

**WHEREAS**, the results of the Population Change Estimate have been included within the determination of the McKinleyville Community Services District appropriations limit for fiscal year 2014/2015; and

**WHEREAS**, the McKinleyville Community Services District has determined that such limit should be established at \$1,109,476

**NOW, THEREFORE, BE IT RESOLVED**, that the McKinleyville Community Services District hereby resolve, determine and order as follows:

**Section 1.** The Board of Directors of the McKinleyville Community Services District hereby establishes the limit to which funds derived from ad valorem taxes may be appropriated during the fiscal year 2014/2015 pursuant to the provisions of Article XIII B of the California constitution as \$1,109,476

**ADOPTED, SIGNED AND APPROVED** at a duly called meeting of the Board of Directors of the McKinleyville Community Services District on the 4<sup>th</sup> of June 2014 by the following polled vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

By: \_\_\_\_\_  
David Couch, Board President

Attest:

\_\_\_\_\_  
Becky Schuette, Board Secretary

McKINLEYVILLE COMMUNITY SERVICES DISTRICT  
Support Services Department Report  
04 June, 2014

**AGENDA ITEM:** F.2.A.  
**PRESENTED TO:** MCSD Board of Directors  
**FROM:** Colleen M. R. Trask, Finance Director  
**SUBJECT:** Support Services Department Report

**DISTRICT FINANCIAL, AUDIT & BUDGET INFORMATION**

The current month's calculation of the Revenue Recovery surcharge (RRS) has been set back by one week, as we had a non-read week in May. As soon as it is calculated, it will be deposited in the Trust Account with the County of Humboldt and the tracking graph in the office and "thermometer" on the website will be updated. Once the full amount is recovered, the surcharge will be eliminated from all customer water bills.

The budget cycle is finalized this month. The budget presented to the Board for approval includes a review of the strategic plan, the Appropriations Limit calculations required by the State, and final CIP and budget figures for all funds.

The audit committee is scheduled to meet and review proposals submitted in response to the Audit RFP sent out earlier this year. The approval of their recommendation will start the audit process for FY2013-14.

Treasurer's Report Highlights: The Water and Wastewater Funds are both showing revenue greater than expected in the budget due to capacity fees and contributed capital assets from completed subdivisions.

The overview this month is the Capital Projects and Debt Status pages of the Treasurer's Report. Capital Projects shows the current month's expenditures on each listed project, the Year-to-date total spent, and compares those numbers to the approved budget for that project and the budget remaining to be spent. The projects on the list are derived from the Strategic Plan and this allows the Board to track progress on the Capital Project initiatives it deems most important to the District.

The Debt Status report shows the principal balances on each long-term loan the District has for both the Water and Sewer Funds. It also shows the total principal and interest remaining to be paid in the current fiscal year and in the next two fiscal years.

**McKINLEYVILLE COMMUNITY SERVICES DISTRICT**

**Board Agenda Background: Department Report**

**May 27, 2014**

**To:** MCSD Board

**From:** James Henry, Operations Director

**Subject:** Agenda Item: F.2.B. –June 4, 2014 Board Meeting  
Operations Department – April 2014 Report

**Water Department:**

◇ **Water Statistics:**

The district pumped 35 million gallons of water in April.  
Seven 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 completed in Routes 7 & 8 and a minimal number of retests were conducted. 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 1.4 million gallons and the average usage per day was 1.2 million gallons.

**Water Distribution Maintenance:**

A new water service was installed on Hiller Road and on Kelly Road.  
A leak was identified around the roof jack at the North Bank Station and was repaired.  
The annual Valve Exercising Program continued in April. (52% completed) Valves will be exercised and documented in the log book. Any discrepancies will be flagged to generate work orders for repairs.  
The tank site overflow flappers were greased and exercised.  
All station pumps received the semi-annual oil changes and motors were lubricated. Amping and megging was also conducted on all motors. Readings were recorded and work orders were generated for all deficiencies found during this task.  
A water main was located and marked to verify that it was within the Right of Way as per the customer's request who owns the property that the R.O.W. goes thru.  
Permanent paving was completed on new water service and repair trenches.

◇ **New Construction Inspections:**

Federal Courthouse, A 6" hot tap was completed for the fire service along with a new sewer lateral installed; Central Estates Phase 2C, Plans were reviewed and accepted.

**Sewer Department:**

◇ **Waste Water Statistics:**

27.1 million gallons of wastewater was collected and pumped to the W.W.M.F. 35 million gallons of wastewater was treated and discharged to land disposal or reclamation in April.  
Daily, weekly and monthly inspections of all sewer facilities were conducted.

◇ **Sewer Station Maintenance:**

Quarterly wet well washing was conducted at the Letz, Kelly and Hiller Stations. This is done to prevent grease and rags from plugging up the pumps.

The pump rotating assembly was rebuilt at the Hiller Lift Station due to water being found in the seal cavity oil.

The backflow device (RPP) was repaired at Fischer Station due to failing the annual test.

All station pumps received the semi-annual oil changes and motors were lubricated. Amping and megging was also conducted on all motors. Readings are recorded and work orders are generated for all deficiencies found during this task.

Painting was performed on the drywell pumps at the Letz Pump Station.

◇ **Sewer Collection System:**

Permanent paving was completed on a number of manholes frames that needed repaired or raised. 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.

◇ **Wastewater Management Facility:**

The RPP was repaired due to failing the annual test.

The Chlorine Contact Basin was drained and cleaned with fire hoses.

Due to hydrogen sulfide damage, the inlet to Pond "B" was replaced. This pipe was inspected with a camera after a similar repair took place on Pond "A" which verified replacement was needed. This was a big project that was conducted in-house which saved the District approximately \$4600.

Troubleshooting and repairs were made to the chlorine analyzer.

◇ **Daily Irrigation and Observation of Reclamation Sites:**

Weekly well monitoring was conducted at the Fischer Ranch tree farm as part of the tree farm pilot study. Mowing took place at the reclamation sites and irrigation pipe was laid out to accommodate discharge to land. The flood cell irrigation valve was removed, repaired and replaced due to not being able to operate.

◇

◇ **Street Light Department:**

The LED project is 100% complete.

Promote Staff Training and Advancement: Weekly tailgate meetings and training associated with job requirements.

**Special Notes:**

A minor leak was repaired in the office attic due to a puncture in the furnace drain line.

A fuel solenoid was replaced on the Dump Truck.

GIS training took place in April. Training was performed by the newly hired Maintenance Worker.

Plumbing repairs took place at the Fischer Ranch house due to a failed sewer pipe.

Tractors, Dump Truck and Vac-con were greased and lubed to prevent unnecessary wear.

Quarterly well samples were collected at several monitoring well locations.

McKINLEYVILLE COMMUNITY SERVICES DISTRICT  
Board Agenda Background - Department Report  
June 4, 2014

**AGENDA ITEM:** F.2.C.  
**PRESENTED TO:** MCSD Board of Directors  
**FROM:** Jason Sehon, Parks & Recreation Director  
**SUBJECT:** Parks & Recreation Department Report

**PONY EXPRESS DAYS:**

This years' Pony Express Days will kick off on Wednesday, June 4 and will run through Sunday, June 8, 2014. Our staff has been busy making sure Pierson Park looks great for Saturday's event. We have also been working on Central Avenue landscaping to make sure it looks good for the parade. The events this year are as follows:

**Wednesday, June 4, 2014:** Chili Cook-Off

**Thursday, June 5, 2014:** Fireman's Muster

**Friday, June 6, 2014:** Barn Dance at A & L Feed

**Saturday, June 7, 2014:** Pony Express Parade  
Family Festival at Pierson Park  
Craft booths, food, music & kids activities  
Gymkhana at the McKinleyville Rodeo Grounds

**Sunday, June 8, 2014:** Gymkhana at the McKinleyville Rodeo Grounds

**GRANTS:**

Staff continues to actively research grant opportunities on a weekly basis. Grants received and active are as follows:

- \$64,000.00 from the S.H. Cowell Foundation to support the teen & community center. This grant was a partnership with the Boys & Girls Club of the Redwoods
- \$9,000 match from Humboldt Area Foundation for audio and visual equipment for the Teen & Community Center
- \$25,000 match from Land & Water Conservation Fund to fund the construction of a covered picnic area at Pierson Park
- We recently received a \$3,000 grant from the McKinleyville Area Fund to purchase sound equipment for the sound proof music room at the Teen & Community Center
- We received a \$2,000 grant from Humboldt Sponsors to purchase cooking supplies to assist with teaching culinary arts classes in the teen & community center once it is built

With construction of the teen & community center starting soon, staff is actively pursuing local and regional grants to help furnish the facility.



**PIERSON PARK COVERED PICNIC AREA PROJECT:**

Staff has begun construction on this project. We are completing most of the work in house. Funding for this project will come from a Land & Water Conservation Fund grant (\$25,000) and Quimby Inland Parkland Dedication Fund (\$50,000).

**TEEN & COMMUNITY CENTER:**

Working with the Youth Leadership Institute and the Boys & Girls Club of the Redwoods, we held a series of Youth and Adult Partnerships Training last week. This training was paid for through a grant we received from the S.H. Cowell Foundation. The training involved parents, families, school staff, civic leaders, and other interested community members. The goal of the training was to provide a basic understanding of youth development theory, to learn three approaches to working with young people and to practice deep listening and tools to hear youth voice.

**CALIFORNIA CONSERVATION CORPS (CCC):**

MCSD has a contractual agreement with the CCC where in exchange for us providing space for the use of the Pierson Park Trailer and the parking lot at Pierson Park, the CCC provides MCSD with 5 ½ weeks of crews. The estimated value of this agreement is \$25,000 annually.

**SHERIFF WORK ALTERNATIVE PROGRAM (SWAP):**

MCSD and County staff worked out an agreement to keep a SWAP crew working twelve (12) days per year. In addition, the County has agreed to provide between two (2) and five (5) individual SWAP members to report to work for MCSD each Saturday. This partnership is still working very well.

**COMMUNITY SERVICE WORKERS:**

Our Parks staff continues to utilize the Community Service Worker (CSW) program daily. This program helps us to maintain Pierson Park, Hiller Park, Hiller Sports Complex, Azalea Hall, and the McKinleyville Activity Center.

**WORK EXPERIENCE (CalWORKS PROGRAM)**

We do not currently have any CalWORKS staff members working within the Parks Department. We are still seeking individuals interested in working for the Park Maintenance. This is a great program for the workers and for the MCSD. It gives the employees great on the job experience and it aids MCSD in its daily operations. The County pays all wages for a six-month period (with possible extensions of time), and workers compensation is also under the County's umbrella.

**GRAFFITI & VANDALISM UPDATE:**

No major vandalism to report.

## McKinleyville Community Services District

### BOARD OF DIRECTORS

June 2, 2014

TYPE OF ITEM: **INFORMATION**

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**ITEM: F.2.D. General Manager's Report for June 2014**

**PRESENTED BY: Gregory Orsini, General Manager**

**TYPE OF ACTION: None**

#### **A summary of activity for the month of May, 2014**

**Cost Savings Related to District Activities** – The following is a summary of some of the recent cost savings opportunities District staff identified:

• Office Supplies Discount	\$633
• SWAP Crews	\$10,000
• California Conservation Corps	\$12,000
• Community Service Workers	\$500
• Various Volunteers	\$1,000
• Irrigation Pipe Refit	\$240
• Fischer Flood Cell Valve Repair	\$1,035
• Electrical Troubleshooting Training Panels	\$2,800
• Paving temporary trenches and manholes	\$1,200
• GIS training in house	\$2,100

Total cost savings for April is \$31,508

***The cumulative cost saving to the District to date  
from July 1, 2013 is \$510,300***

District staff are acknowledged 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, rate payers, and the community.

**Photovoltaic Feasibility** – Consistent with the Strategic Plan, management is continually explores alternative energy options. We will be providing a report to the Board in July 2014 evaluating solar for MCSD sites. This process has been ongoing for the past year, included in the presentation will be a summary of metrics for the evaluation including return on investment, total percentage power provided by solar and proposed cost of the projects.

**Water Rate Adjustment Status-** We continue to see revenues forecasted by the rate analysis. The pass through surcharge revenues are being deposited in a reserve account and will be tracked and reported on by the Finance Director.

**Prop 50 Grant and MCSD/ City of Arcata Intertie-** The Sothern Intertie is nearly complete from Giuntoli Lane to the south end of Mad River Bridge. The Northern Intertie has begun with only minor work in the pasture area. Construction on North Bank Rd. is scheduled to begin the first week in June.

**Teen and Community Center-** We are awaiting review and modification of the lot lines by County of Humboldt. Design is nearing completion with finalization of the plans and review by the civil engineer. Management completed the check list for categorical exemption for CEQA and provided it to the County of Humboldt.

**Waste Water Management Facility (WWMF) Improvement Project Design –** CEQA is started and State Revolving Fund application is nearing completion. We expect to receive 50% design drawings of the Improvement project for our review in June. Staff conducted a mandatory pre bid meeting for contractors interested in bidding on the Pond 1A Biosolids Removal Project, five capable well respected contractors that specialize in biosolids removal attended and should make the bidding process very complete.

**Personnel Policy –** Typically it is good practice to have the Personnel Policy reviewed by District Legal Counsel specialized in human recourses biannually. This is necessary due to changing case law related to labor. This process is accomplished by the GM and HR Manager and then reviewed by the Department Heads. Once the policy is completed it is distributed to all personnel for their review and acknowledgment. This process was completed in May.

**Finalization of Strategic Plan Update and Budget –** To review and completion of the F/Y 14-15 budget and update to the Strategic Plan were conducted in June.

**Parks and Open Space Standards and Specifications –** Staff and management have begun drafting a comprehensive set of standards for recreation and landscaping amenities. The document will be a guide for future improvements for such things as landscape strips, improvements to MCSD Parks and vegetation requirements around storm water detention basins.

**Meetings –** The General Manager attended various meetings in May dealing with MCSD business. The CSDA Legislative Days were also in May. This conference allows Special District staff and elected officials to access our legislators and to receive current status of pending bills. The GM also attended a CSDA Legislative Committee meet that he is the Vice Chair of.

Attachment 1 WWMF Report for March 2014

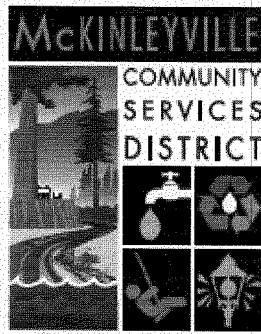


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R.W.Q.C.B. NORTH COAST REGION  
5550 SKYLANE BLVD., SUITE A  
SANTA ROSA, CA 95403

May 23, 2014

**RE: MONTHLY MONITORING REPORT**

Dear Lisa:

Enclosed is the Monthly Monitoring Report for April 2014 for McKinleyville Community Services District Wastewater Management Facilities WDID NO. 1B82084OHUM, operating under Order Number WQ 2011-0008-DWQ.

The normal discharge of effluent was April 1<sup>st</sup> – April 18<sup>th</sup> & April 25<sup>th</sup> t- April 30<sup>th</sup> , for 24 days discharge to Discharge Location 001 Mad River. April 18<sup>th</sup> – April 25<sup>th</sup> and including April 30<sup>th</sup> was discharge to M-003,005,006, & 007. The required monitoring and water quality constituents that were tested and reported were in compliance in April.

The requirement for BOD is 45 mg/L, 604 lbs/day and 65 % removal for the monthly average with four weekly tests in April that represent eleven criteria. The BOD results for April are in compliance.

The requirement for TSS is 83 mg/L, 1108 lbs/day and a minimum of 65% removal for the monthly average with four weekly tests in April which represent three criteria. The TSS results for April are in compliance.

The requirement for Nitrate as Nitrogen in the effluent is a monthly average of 10 mg/L. One test was conducted in April and was in 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 230. The reported results for the month of April are as follows. Median was <1.8 and a Maximum of <1.8. Four samples were collected in the month of April and were in compliance.

Monthly River Monitoring was conducted in April.

Acute Toxicity testing was conducted in April. The result for Rainbow Trout was 100% survival and the survival of C. dubia was 90%. Monthly testing was in compliance.

Quarterly testing for Monitoring Wells and Disinfection Byproducts was conducted in April.

Semi-annual testing for constituents of concern was conducted in April.

**McKINLEYVILLE COMMUNITY SERVICES DISTRICT  
WASTEWATER MANAGEMENT FACILITY  
EFFLUENT DISCHARGE DISPOSAL**

**APRIL 2014**

Discharge Monitoring	002 M-003	002 M-003	004 M-005	003 M-004	006 M-007	005 M-006	001 M-002				
DATE	INFLUENT MGD	EFFLUENT MGD	MAXIMUM GPM	N.POND MGD	S.POND MGD	FISCHER MGD UPPER	FISCHER MGD LOWER	PIALORSI MGD	HILLER MGD	IRRGATE TOTAL MGD	RIVER MGD
1	1.032	1.029	929							0.000	1.029
2	0.989	1.334	945							0.000	1.334
3	0.963	1.152	939							0.000	1.152
4	0.940	1.246	1226							0.000	1.246
5	0.956	1.753	1224							0.000	1.753
6	0.999	1.749	1223							0.000	1.749
7	0.923	0.667	1214							0.000	0.667
8	0.898	0.000	0							0.000	0.000
9	0.903	0.453	1815							0.000	0.453
10	0.898	0.828	924							0.000	0.828
11	0.887	1.249	1180							0.000	1.249
12	0.914	1.692	1188							0.000	1.692
13	0.965	1.685	1190							0.000	1.685
14	0.903	1.543	1179							0.000	1.543
15	0.886	1.308	921							0.000	1.308
16	0.879	1.312	920							0.000	1.312
17	0.878	1.163	939							0.000	1.163
18	0.875	0.961	843		0.416					0.000	0.545
19	0.888	0.783	554		0.783					0.000	0.000
20	0.897	0.784	559		0.784					0.000	0.000
21	0.862	0.848	921		0.293	0.473			0.082	0.555	0.000
22	0.842	1.307	929			1.120			0.187	1.307	0.000
23	0.852	1.311	924			1.116			0.195	1.311	0.000
24	0.884	1.053	925			0.861			0.192	1.053	0.000
25	0.873	1.086	973			0.366				0.366	0.720
26	0.857	1.385	983							0.000	1.385
27	0.933	1.378	977							0.000	1.378
28	0.860	1.367	973							0.000	1.367
29	0.834	1.480	1272							0.000	1.480
30	0.839	0.617	965			0.048		0.030		0.078	0.539
31											
TOTAL	27.109	34.523		0.000	2.276	3.984	0.000	0.030	0.656	4.670	27.577
AVERAGE	0.904	1.151	992	0.000	0.569	0.664	0.000	0.030	0.164	0.156	0.919
MAXIMUM	1.032	1.753	1815	0.000	0.784	1.120	0.000	0.030	0.195	1.311	1.753
MINIMUM	0.834	0.000	0	0.000	0.293	0.048	0.000	0.030	0.082	0.000	0.000
DAYS	30	29		0	4	6	0	1	4	6	23
DAYS WITH NO DISCHARGE = 1											



MCKINLEYVILLE COMMUNITY SERVICES DISTRICT WASTEWATER MANAGEMENT FACILITY RIVER CFS - EFFLUENT FLOWS -						RIVER DILUTION				
APRIL 2014										
DATE	M-INF INFLUENT MGD	M-001 EFFLUENT MGD	EFFLUENT MAXIMUM GPM	M-003 PERK PONDS MGD	M-004 M-005 M-006 M-007 IRRIGATE MGD	M-002 RIVER MGD	RIVER DILUTION 100:1	MAXIMUM G.P.M. DISCHARGE FOR 100:1	RIVER FLOW IN CFS	RIVER FLOW IN GPS
1	1.032	1.029	929		0.000	1.029	1846	17146	3820	28577
2	0.989	1.334	945		0.000	1.334	1392	13152	2930	21919
3	0.963	1.152	939		0.000	1.152	1123	10548	2350	17580
4	0.940	1.246	1226		0.000	1.246	644	7900	1760	13167
5	0.956	1.753	1224		0.000	1.753	535	6553	1460	10922
6	0.999	1.749	1223		0.000	1.749	448	5476	1220	9127
7	0.923	0.667	1214		0.000	0.667	399	4848	1080	8079
8	0.898	0.000	0		0.000	0.000	0	4363	972	7272
9	0.903	0.453	1815		0.000	0.453	213	3860	860	6434
10	0.898	0.828	924		0.000	0.828	377	3483	776	5805
11	0.887	1.249	1180		0.000	1.249	268	3160	704	5267
12	0.914	1.692	1188		0.000	1.692	245	2909	648	4848
13	0.965	1.685	1190		0.000	1.685	230	2738	610	4563
14	0.903	1.543	1179		0.000	1.543	217	2554	569	4257
15	0.886	1.308	921		0.000	1.308	263	2419	539	4032
16	0.879	1.312	920		0.000	1.312	193	1773	395	2955
17	0.878	1.163	939		0.000	1.163	138	1297	289	2162
18	0.875	0.961	843	0.416	0.000	0.545	132	1109	247	1848
19	0.888	0.783	554	0.783	0.000	0.000	181	1001	223	1668
20	0.897	0.784	559	0.784	0.000	0.000	169	943	210	1571
21	0.862	0.848	921	0.293	0.555	0.000	92	844	188	1406
22	0.842	1.307	929		1.307	0.000	90	835	186	1391
23	0.852	1.311	924		1.311	0.000	124	1149	256	1915
24	0.884	1.053	925		1.053	0.000	136	1257	280	2095
25	0.873	1.086	973		0.366	0.720	191	1863	415	3105
26	0.857	1.385	983		0.000	1.385	189	1863	415	3105
27	0.933	1.378	977		0.000	1.378	161	1571	350	2618
28	0.860	1.367	973		0.000	1.367	161	1571	350	2618
29	0.834	1.480	1272		0.000	1.480	102	1297	289	2162
30	0.839	0.617	965		0.078	0.539	120	1163	259	1938
31								0		0
TOTAL	27.109	34.523		2.276	4.670	27.577				
AVERAGE	0.904	1.151	992	0.569	0.156	0.919	346	3569	822	5949
MAXIMUM	1.032	1.753	1815	0.784	1.311	1.753	1846	17146	3820	28577
MINIMUM	0.834	0.000	0	0.293	0.000	0.000	0	0	186	0
DAYS	30	29	29	4	5					
DAYS WITH NO DISCHARGE TO THE MAD RIVER = 7										

McKINLEYVILLE COMMUNITY SERVICES DISTRICT  
WASTEWATER MANAGEMENT FACILITY  
MONITORING DATA

YEAR: 2014

MONTH: APRIL

DATE	INFLUENT		EFFLUENT		EFFLUENT MAXIMUM GPM	RIVER CFS	INFLUENT MONITORING		EFFLUENT MONITORING							3X5 TOTAL COLIFORM	
	FLOW M.G.D.		FLOW M.G.D.				B.O.D. mg/L	N.F.R. mg/L	pH	(C°) TEMP	B.O.D. mg/L	NFR mg/L	AMMONIA	CL <sub>2</sub> RES.	RIVER CL <sub>2</sub> RES.		SETTLABLE SOLIDS
1	1.032		1.029	929	3820			6.9	13.4			34	4.5	0.00			
2			1.334	945	2930			6.9	12.7			36	0.4	0.00			
3	0.963		1.152	939	2350			6.7	13.1			36	0.2	0.00			
4	0.940		1.246	1226	1760	190	210	6.8	13.7	29	21	34	3.5	0.00	<0.1		
5	0.956		1.753	1224	1460			6.9	14.1				1.7	0.00			
6	0.999		1.749	1223	1220			7	14.9				2	0.00			
7	0.923		0.667	1214	1080			6.9	15.2			34	2.8	0.00		<1.8	
8	0.898		0.000	0	972	Washed CCB											
9	0.903		0.453	1815	860			6.8	14.2			32	0.2	0.00			
10	0.898		0.828	924	776			6.6	14.1			30	3.1	0.00			
11	0.887		1.249	1180	704	240	580	6.9	14.1	26	21	36	1.5	0.00	<0.1		
12	0.914		1.692	1188	648			6.9	14.9				0.5	0.00			
13	0.965		1.685	1190	610			6.9	15.2				1.2	0.00			
14	0.903		1.543	1179	569			6.9	15.6			36	2.6	0.00		<1.8	
15	0.886		1.308	921	539			6.8	15.7			32	9.2	0.00			
16	0.879		1.312	920	395			6.8	15.4			28	5.4	0.00			
17	0.878		1.163	939	289			6.9	15.6			34	3.6	0.00			
18	0.875		0.961	843	247	330	290	6.8	14.6	19	18	36	0.1	0.00	<0.1		
19	0.888		0.783	554	223												
20	0.897		0.784	559	210												
21	0.862		0.848	921	188												
22	0.842		1.307	929	186			6.9	15.4			28	3.2			<1.8	
23	0.852		1.311	924	256			7.0	15.1			34	0.2				
24	0.884		1.053	925	280			6.9	15.3			34	3.5				
25	0.873		1.086	973	415			6.7	14.8			32	0.5				
26	0.857		1.385	983	415	280	280	6.7	15.1	16	19	36	8.2	0.00	<0.1		
27	0.933		1.378	977	350			6.9	15.3				3.3	0.00			
28	0.860		1.367	973	350			7	15.4				2.3	0.00			
29	0.834		1.480	1272	289			7.0	15.4			38	3.7	0.00		<1.8	
30								7.0	15.8			34	4.9	0.00			
31	0.839		0.617	965	259			7.0	17.3			30	4.9	0.00			

SPILLS:

None to report

DATE	MONTHLY TESTS			
	TDS	AMMONIA	NITRATE	BORON
4/30/2014	300	28.0	ND	250

Semi-Annual Tests		Value in ug/l
Bis phthalate		ND
alpha-BHC		ND
4,4'-DDT		ND
carbon tetrachloride		DNQ

Quarterly Tests		Value in ug/l
Dichlorobromomethane		ND
Bromoform		ND
Chlorodibromomethane		DNQ
Chloroform		2.64

30 DAY AVERAGE					
BOD mg/L	23	BOD LBS/DAY	213	BOD % Removal	91
NFR		NFR mg/L	22	NFR LBS/DAY	199
				% Removal	93

ACUTE TOXICITY

DATE	% Survival
4/1/2014	100%
4/1/2014	90%

CHRONIC TOXICITY

TESTED	SURVIVAL
Minnow	N/A
C. Dubia	N/A
Algae	N/A
	TUC

Total Coliform Monthly	MEDIAN
	<1.8
Daily	Maximum
	<1.8

SIGNATURE: \_\_\_\_\_

REMARKS:

Indicates Permit Exceedance