



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

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

**WEDNESDAY, JULY 1, 2015
Closed Session 6:30 pm
Regular Meeting 7:00 pm
Azalea Hall, 1620 Pickett Road
McKinleyville, California**

AGENDA

Closed Session Meeting 6:30 pm

A. CALL TO ORDER

A.1 Roll Call

A.2 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. PUBLIC EMPLOYEE NEGOTIATIONS (California Government Code § 54954.5 and 54957) Title: General Manager—Gregory Orsini

A.3 Report out of Closed Session

AGENDA

Regular Meeting 7:00 pm

A. CALL TO ORDER

A.1 Roll Call

A.2 Pledge of Allegiance

A.3 Additions to the Agenda

A.4 Approval of the Agenda

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 the Minutes of the Board of Directors Regular Meeting of
June 3, 2015 **Pg. 5**

Attachment 1 – Draft Minutes from June 3, 2015 **Pg. 6**

- D.2 Consider approval of May Treasurer's Report
Attachment D.2 – Treasurer's Report May 2015 **Pg. 12**

- D.3 No DCV Violations this month

E. CONTINUED AND NEW BUSINESS

- E.1 Introduce and Welcome the new General Manager for the Humboldt Bay Municipal
Water District (HBMWD), Paul Helliker **Pg. 33**

- E.2 Adopt Resolution 2015-22, Honoring, Recognizing and Commending Carol Rische
for her many years of service and support to the McKinleyville Community Services
District through her interactions as General Manager of the Humboldt Bay Municipal
Water District **Pg. 35**

Attachment 1 – Resolution 2015-22 **Pg. 36**

- E.3 Select Candidates for Special District Risk Management Authority (SDRMA) Board
of Directors and Approve Resolution 2015-21 **Pg. 37**

Attachment 1 – SDRMA Election Instructions **Pg. 38**

Attachment 2 – Candidates Statement of Qualifications **Pg. 39**

Attachment 3 – Resolution 2015-21 and official Ballot **Pg. 47**

- E.4 Consider Attendance to the California Special District's Association (CSDA) 2015
Annual Conference, September 21-24, 2015 in Monterey, CA **Pg. 49**

Attachment 1 – CSDA Conference Schedule of Events **Pg. 51**

- E.5 Consider and Adopt Resolution 2015-19, intent of the McKinleyville Community Services District to reimburse expenditures of the Project Funds provided by the State of California, acting by and through the State Water Board, and Resolution 2015-20 to Pledge Revenues and Funds Related to the Wastewater Management Improvement Project **Pg. 67**
Attachment 1 – Resolution 2015-19 **Pg. 68**
Attachment 2 – Resolution 2015-20 **Pg. 70**
- E.6 Approve Adams Commercial General Contracting as the successful bidder associated with bids received for Teen and Community Center Construction Project and Authorize General Manager to execute a Construction Contract **Pg. 72**
Attachment 1 – Table of Bidders Ranked **Pg. 77**
Attachment 2 – Adams Construction Full Bid Form **Pg. 78**
Attachment 3 – Draft Construction Contract **Pg. 91**
- E.7 Information pertinent to the new Groundwater Sustainability Plan and consider the formation of a Ground Water Sustainability Committee and appointing a chair. **Pg. 109**
Attachment 1 – February 9th, 2015 Board of Supervisors Agenda Item **Pg. 111**

F. REPORTS

F.1 ACTIVE COMMITTEE REPORTS

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

F.2 STAFF REPORTS

- a. Support Services Department (Colleen M.R. Trask) **Pg. 140**
- b. Operations Department (James Henry) **Pg. 141**
- c. Parks & Recreation Department (Lesley Frisbee) **Pg. 145**
- d. General Manager (Greg Orsini) **Pg. 147**
Attachment 1 – WWMF Monthly Self Monitoring Report **Pg. 149**
Attachment 2 – Letter from the State Board for water conservation levels **Pg. 152**

F.3 PRESIDENT'S REPORT

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

G. ADJOURNMENT

Posted 5:00 pm on June 26, 2015

McKinleyville Community Services District will, on request, make agendas available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact the Board Secretary at (707) 839-3251. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements for accommodations.

McKinleyville Community Services District

BOARD OF DIRECTORS

July 1, 2015

TYPE OF ITEM: **ACTION**

ITEM: D.1 **Consider Approval of Minutes from the Board of Directors' June 3, 2015 Regular Meeting**

PRESENTED BY: **Becky Schuette, Board Secretary**

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

Recommendation:

Staff recommends that the Board review the draft minutes from the June 3, 2015 Regular Board Meeting, recommend edits and adopt.

Discussion:

The Draft Minutes are attached for the above listed meeting.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Draft Minutes from June 3, 2015 Board Meeting

**MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES
DISTRICT HELD ON WEDNESDAY, JUNE 3, 2015 AT 7:00PM
AZALEA HALL, 1620 PICKETT ROAD, MCKINLEYVILLE, CA**

AGENDA ITEM A CALL TO ORDER

A.1 CALL TO ORDER and ROLL CALL: The regular meeting of the Board of Directors of McKinleyville Community Services District convened at 7:00 pm with President Corbett, Directors Couch, Edwards, Mayo and Wheeler in attendance.

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

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

A.2 Pledge of Allegiance: The Pledge of Allegiance was led by Vice President Wheeler.

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

A.4 Approval of Agenda:

MOTION: It was moved to approve the agenda.

Motion: Dennis Mayo; Second: Helen Edwards

ROLL CALL: Ayes; Couch, Edwards, Mayo, Wheeler and Corbett;

MOTION SUMMARY: Motion Passed

AGENDA ITEM B PUBLIC HEARINGS:

B.1 Conduct Public Protest Hearing and Approve Resolution 2015-17 for Sewer Rate

Adjustment: Prior to opening the public protest, President Corbett asked the Board if they had any ex parte communication they need to report for the record and Director Mayo advised that he had nothing specific but had been contacted by several community members regarding this issue. General Manager Orsini reviewed the agenda item and invited Chris Fisher from Willdan Financial Services forward to speak and provide a review of his PowerPoint presentation. Director Mayo and President Corbett asked clarifying questions regarding the drought, our solar plans affect on the project and the 2% finance charge for the loan. All questions were answered by either Chris Fisher or General Manager Orsini. President Corbett then requested confirmation on the 45 day notice required for the Proposition 218 process and pointed out that the dates in the bullet points of the packet did not reflect the correct dates of the mailing for the Public Hearing notices. Chris Fisher from Willdan confirmed that they had received certification of the mailings and that it was 45 days. President Corbett requested the staff report reflect the amendment of the dates from "Week of 4/20-25/15" to the correct and certified dates of "4/13-17/15." General Manager Orsini confirmed that the staff note would be amended accordingly. Director Couch then advised staff that Resolution 2015-17 for this item had the word "water" in places where it should say "sewer" throughout the Resolution. He also advised that the date for the public hearing listed in the resolution was incorrect. At 7:26 pm, President Corbett called for a five minute break in order to make corrections to the Resolution. At 7:29 pm, President Corbett re-opened the public hearing and General Manager Orsini reviewed the item and read aloud into the record the amendments to the staff note and page one of the Resolution 2015-17,

also correcting the public hearing date in the Resolution to June 3, 2015. Staff made the recommendation and President Corbett confirmed that the agenda item, staff item and resolution title were all clear in that this was a sewer hearing and there were no objections. There were no further comments from the Board.

President Corbett then invited the public forward and opened the public protest at 7:37 pm. The following members of the public spoke:

Leonard Shumard: 2965 Fortune Street, McKinleyville - requested the Board consider postponing the item for another 30 days and consider some other options.

Ann Souter: 1101 Silverado, McKinleyville - advised she was retired and on a fixed income and asked how the Board planned to resolve the problem for people who cannot afford the rate increase.

Albert Munich: 1226 Pedroni, McKinleyville - also requested an extension on the item, had questions about the costs of the new WWMF and commented on the seniors with fixed incomes.

David Fisher: 1665 Short, McKinleyville – asked for the sewer rate comparison charge to show five years from now and compared to the other local areas; he is formally protesting the rate structure and asked if other options were considered besides the rate adjustments and if so, what they were.

Public protest was closed at 7:48 pm and public comment was opened.

Gerald Rees: Wavecrest, McKinleyville – came forward and asked that there be an extension on the item and requested a new notice mailing be sent out and that it include a ballot.

General Manager Orsini responded by reading aloud the last paragraph of the notice mailing, Attachment 2, and pointed out that it had included the instructions to make a protest, what it must contain and how to deliver it to the District. At this time, Mr. Rees returned to the podium for another brief comment.

Comments continued by the General Manager, Director Mayo, President Corbett, Director Couch, Vice President Wheeler and Chris Fisher from Willdan. All pointed out the lengthy time span, process and legal requirements for this project and that the Proposition 218 process had very specific procedures that do not allow for ballots to be sent out for something like this.

There were no further public comments or comments from the Board.

MOTION: It was moved to conclude the public hearing, adopt Resolution 2015-17 as amended and read with corrections, and accept the final tally for public protests.

Motion: Helen Edwards; Second: Dennis Mayo

The Board Secretary reported the final protest ballot tally was 76 protests.

ROLL CALL: Ayes; Couch, Edwards, Mayo, Wheeler and Corbett;

MOTION SUMMARY: Motion Passed

AGENDA ITEM C PUBLIC COMMENT AND WRITTEN COMMUNICATIONS: President Corbett opened public comment and there was none.

AGENDA ITEM D CONSENT CALENDAR:

D.1 Consider approval of minutes of the Board of Directors' Regular Meeting of April 1, 2015

D.2 Consider approval of April 2015 Treasurer's Report

D.3 No DCV Violations this month

D.4 Consider Approval of a Facilities Extension Agreement for Ocean West Mobile Home Park Sewer Mainline Realignment

General Manager Orsini requested that item D.2 be pulled from the consent calendar for clarification of a few items within it.

MOTION: It was moved to accept the consent calendar items D.1 and D3 – D.5.

There were no objections and no comments by the public.

Motion: Dennis Mayo; Second: Helen Edwards

ROLL CALL: Ayes; Couch, Edwards, Mayo, Wheeler and Corbett

MOTION SUMMARY: Motion Passed

Item D.2, the Financial Report, was pulled by General Manager Orsini in order to provide some clarifying answers to questions posed by Vice President Wheeler, prior to the meeting. Recreation Supervisor Lesley Frisbee provided explanations regarding the underperforming program fees that appear in the Treasurer's report related to what they were projected to be this fiscal year. Director Edwards and Director Mayo also had questions that were clarified by Finance Director Trask and Operations Director Henry regarding the negative asset related to street lights.

MOTION: It was moved to accept the consent calendar item D.2.

Motion: Helen Edwards; Second: David Couch

ROLL CALL: Ayes; Couch, Edwards, Mayo, Wheeler and Corbett

MOTION SUMMARY: Motion Passed

AGENDA ITEM E CONTINUED AND NEW BUSINESS:

E.1 Consider Adoption of Resolution 2015-16 Recognizing, Honoring and Commending Jens Anderson for ten (10) years of service: Recreation Supervisor Frisbee spoke about Jens and his history with Parks and Recreation for MCSD. Jens then spoke to the Board and provided his appreciation to the community and children he works with. General Manager Orsini and several of the Directors provided praise and congratulated him and photos were taken.

MOTION: It was moved to approve Resolution 2015-16 Recognizing, Honoring and Commending Jens Anderson for ten (10) years of service.

Motion: Dennis Mayo; Second: David Couch

ROLL CALL: Ayes; Couch, Edwards, Mayo, Wheeler and Corbett

MOTION SUMMARY: Motion Passed

E.2 Adopt Resolution 2015-14 amending the Rules and Regulations Rule 43.03.b Facility Use Fees and 43.03.c Event Service Fees: Recreation Supervisor Lesley Frisbee reviewed the item regarding the changes to the fees. Vice President Wheeler had a question about the difference in cost for a large scale event versus commercial events. President Corbett asked about the large increase in

the costs and why they were occurring and Frisbee explained the methodology used to arrive at the new fees. There were no further comments.

MOTION: It was moved to approve Resolution 2015-14 amending the Rules and Regulations Rule 43.03.b Facility Use Fees and 43.03.c Event Service Fees

Motion: Helen Edwards; Second: George Wheeler

ROLL CALL: Ayes; Couch, Edwards, Wheeler and Corbett, Mayo

Director Mayo was briefly absent during the vote and voted yes upon his return.

MOTION SUMMARY: Motion Passed

E.3 Consider nomination of Director Dennis Mayo to the Association of California Water Agencies (ACWA) Region One (1) Committee Vice Chair Position and Approve Resolution 2015-13: Very briefly presented by Board Secretary, Becky Schuette. Vice President Wheeler commented on his attendance at the ACWA conference and stated he was very impressed with the committees and the respect that everyone has for Director Mayo. There were no further comments by the Board.

MOTION: It was moved to nominate Director Dennis Mayo to the Association of California Water Agencies (ACWA) Region One (1) Committee Vice Chair Position and Approve Resolution 2015-13.

Motion: Helen Edwards; Second: George Wheeler

ROLL CALL: Ayes; Couch, Edwards, Mayo, Wheeler and Corbett

MOTION SUMMARY: Motion Passed

E.4 Consider Approval of FY2015-16 Proposed Budget and Appropriations Limit: Finance Director Colleen Trask reviewed the item and discussed the graphs, Parks and Measure B and provided some explanation for Director Edwards related to the asterisks in the Water and Sewer funds graphs.

At this time, 8:50 pm, President Corbett wanted it noted for the record that there was no public present to hear the items from E.2 forward.

MOTION: It was moved to approve FY2015-16 Proposed Budget and Appropriations Limit

Motion: Helen Edwards; Second: George Wheeler

ROLL CALL: Ayes; Couch, Edwards, Mayo, Wheeler and Corbett

MOTION SUMMARY: Motion Passed

E.5 Adopts Resolution 2015-15 amending the Rules and Regulations Rule 42 Operation of Pierson Park: The item was explained by Recreation Supervisor Lesley Frisbee which now included the addition of the new covered pavilion. General Manager Orsini had hoped to take a walk through, however it was dark and late. He asked the Board members to take an opportunity to look while they were attending Pony Express Days on Saturday.

MOTION: It was moved to approve Resolution 2015-15 amending the Rules and Regulations Rule 42 Operation of Pierson Park

Motion: Helen Edwards; Second: Dennis Mayo

ROLL CALL: Ayes; Couch, Edwards, Mayo, Wheeler and Corbett

MOTION SUMMARY: Motion Passed

AGENDA ITEM F REPORTS:

F1. Active Committee Reports

- a. **Recreation Advisory Committee (Wheeler/Couch (alternate)):** Director Wheeler reported that a great deal had been covered at the last meeting; ways to publicize and promote "Roundup Plus One"; how the RAC would like to weigh in on the IPM and offer a committee recommendation when it is completed; the available swings for larger persons and installation costs; requests to see the Parks and Recreation budget and the private property access to Hewitt Ranch and the Cochran Tank. Frisbee explained her swings installation estimate was a "guess" but she is doing her homework to come up with a more accurate number. General Manager Orsini explained that we own the hardware for larger person swings, but we need cost and site development. Surface material under current facility needs to be brought up to state standards before we will add more facilities to maintain. He will be present at the next meeting to talk about Hewitt and Cochran.
- b. **Area Fund (John Kulstad):** Nothing to report.
- c. **Redwood Region Economic Development Commission (Mayo/Edwards (alternate)):** Director Mayo reported that a decision had been made for a new Executive Director but that he was not yet at liberty to advise who it would be. He added that Stephens Road was now in escrow.
- d. **McKinleyville Senior Center Advisory Committee (Edwards):** Director Edwards had nothing to report.
- e. **Audit (Corbett/Edwards):** Nothing to report; did not meet.
- f. **Employee Negotiations (Couch/Edwards):** Nothing to report; meeting scheduled with General Manager Orsini on Friday.
- g. **Water Task Force (Wheeler/Corbett (alternate)):** Nothing to report.
- h. **AdHoc No Drugs & Toxics Down the Drain (Wheeler/Couch (alternate)):** Nothing to report; did not meet.
- i. **McKinleyville Municipal Advisory Committee (Edwards/Corbett (alternate)):** Director Edwards reported on an update from law enforcement. The Central Avenue update was discussed and recommendations made; green bike paths will be down the sides in the bike lanes; raised pedestrian islands with flashing lights and lights for the Sutter crosswalk. She added that the McKinleyville Organization Committee also discussed their ideas for the Town Center and there was also a letter from the Board of Fisheries.
- j. **Cornerstone Committee (Couch):** Nothing to report; have not yet met.

F.2 Staff Reports:

- a. Support Services Department:** Finance Director Colleen Trask pointed out that the reserves recovery had passed the quarter million dollar mark.
- b. Operations Department:** Operations Director James Henry had nothing further to add at this time.
- c. Parks and Recreation Department:** Recreation Supervisor Lesley Frisbee had nothing further to add at this time but asked that the Directors look at the new format for the Newsletter and Activity Guide.
- d. General Manager:** General Manager Orsini asked that the Board consider updating their bios for the website.

F.3 President's Report: President Corbett mentioned the Conservation and Habitat Grant, requested that an item on regulatory damage control, desalinization, no ocean discharge, and updates on the level of water conservation and the economic impacts all be agendaized.

F.4 Board comments, announcements, reports and agenda item requests: Director Mayo met with member of the State Water Board and also asked that we send a congratulations note to Assembly Member Wood for getting his first bill through Congress and pointed out that President Corbett had successfully lobbied for some changes in the bill. Mayo was again going to be meeting with the legislators to try and get specific language into bills related to special districts. He would be forwarding information on the Proposition 13 webinar for July 30th.

AGENDA ITEM G ADJOURNMENT:

President Corbett adjourned the meeting at 9:14 PM

Becky Schuette, Board Secretary

**McKinleyville Community Services District
Treasurer's Report
May 2015**

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McKinleyville Community Services District
Investments & Cash Flow Report
As of May 31, 2015

| | | |
|---|---|--------------|
| Petty Cash & Change Funds | | 940.00 |
| <u>Cash</u> | | |
| Operating & Money Market - Beginning Balance | | 361,758.64 |
| Cash Receipts: | | |
| Utility Billings | 438,429.49 | |
| Money Market Account Interest | 44.47 | |
| Transfers from County Funds #2560, #4240 | - | |
| Other Cash Receipts | 84,726.74 | |
| Total Cash Receipts | | 523,200.70 |
| Cash Disbursements: | | |
| Payroll Related Expenditures | (189,443.46) | |
| Debt Service | (13,695.71) | |
| Capital & Other Expenditures | (197,356.23) | |
| Total Cash Disbursements | | (400,495.40) |
| Operating & Money Market - Ending Balance | | 484,463.94 |
| Total Cash | | 485,403.94 |
| <u>Investments</u> | <i>(Interest and Market Valuation will be re-calculated as part of the year-end close, if material)</i> | |
| LAIF - Beginning Balance | 128,650.44 | |
| Interest Income | - | |
| LAIF - Ending Balance | | 128,650.44 |
| Humboldt Co. #2560 - Beginning Balance | 1,673,551.10 | |
| Property Taxes and Assessments | - | |
| Transfer to/from Operating Cash | - | |
| Interest Income | 962.27 | |
| Humboldt Co. #2560 - Ending Balance | | 1,674,513.37 |
| Humboldt Co. #4240 - Beginning Balance | 3,868,767.63 | |
| Property Taxes | - | |
| Transfer to/from Operating Cash | - | |
| Interest Income | 2,387.63 | |
| Humboldt Co. #4240 - Ending Balance | | 3,871,155.26 |
| Humboldt Co. #9390 - Beginning Balance | 418,652.17 | |
| Reserves Recovery Deposits | 47,644.05 | |
| Interest Income | - | |
| Humboldt Co. #9390 - Ending Balance | | 466,296.22 |
| USDA Bond Reserve Fund - Beginning Balance | 145,303.04 | |
| Bond Reserve Payment | 7,396.64 | |
| Debt Service Payment | - | |
| Interest Adjustment | 1.52 | |
| USDA Bond Reserve Fund - Ending Balance | | 152,701.20 |
| Market Valuation Account | | (180.00) |
| Umpqua Bank Meas.B Loan Proceeds - Beginning Balance | 1,402,840.19 | |
| Net Transfer to/from Loan Cash Holding Acct | - | |
| Debt Service Payment | - | |
| Interest Income | 90.13 | |
| Umpqua Bank Meas.B Loan Proceeds - Ending Balance | | 1,402,930.32 |
| Total Investments | | 7,696,066.81 |
| Total Cash & Investments - Current Month | | 8,181,470.75 |
| Total Cash & Investments - Prior Month | | 8,000,283.21 |
| Net Change to Cash & Investments This Month | | 181,187.54 |
| <u>Cash & Investment Summary</u> | | |
| Cash & Cash Equivalents | | 7,270,930.15 |
| Davis-Grunsky Loan Reserve | | 598,178.19 |
| Waste Water Capital Reserve | | 99,661.21 |
| USDA Bond Reserve | | 152,701.20 |
| I-Bank Loan Reserve | | 60,000.00 |
| Total Cash & Investments | | 8,181,470.75 |

McKinleyville Community Services District
Consolidated Balance Sheet by Fund
As of May 31, 2015

| | Governmental Funds | | | Proprietary Funds | | |
|--|------------------------|----------------------|-----------------------|------------------------|-------------------------|-------------------------------|
| | Parks & General | Measure B | Streetlights | Water | Wastewater | Total (Memorandum Only) |
| ASSETS | | | | | | |
| Current Assets | | | | | | |
| Unrestricted cash & cash equivalents | \$ 861,739.43 | \$ 217,514.00 | \$ (39,506.60) | \$ 2,041,071.56 | \$ 2,774,776.14 | \$ 5,855,594.53 |
| Accounts receivable | 2,942.44 | - | 4,658.68 | 309,469.17 | 198,388.59 | 515,458.88 |
| Prepaid expenses & other current assets | 8,125.87 | - | 213.96 | 70,217.36 | 28,824.22 | 107,381.41 |
| Total Current Assets | 872,807.74 | 217,514.00 | (34,633.96) | 2,420,758.09 | 3,001,988.95 | 6,478,434.82 |
| Noncurrent Assets | | | | | | |
| Restricted cash & cash equivalents | 176,826.92 | - | - | 658,178.19 | 252,362.41 | 1,087,367.52 |
| Other noncurrent assets | 3,076.00 | - | - | - | - | 3,076.00 |
| Capital assets (net) | - | - | - | 6,737,736.43 | 12,891,715.17 | 19,629,451.60 |
| Total Noncurrent Assets | 179,902.92 | - | - | 7,395,914.62 | 13,144,077.58 | 20,719,895.12 |
| TOTAL ASSETS | \$ 1,052,710.66 | \$ 217,514.00 | \$ (34,633.96) | \$ 9,816,672.71 | \$ 16,146,066.53 | \$ 27,198,329.94 |
| LIABILITIES & FUND BALANCE/NET ASSETS | | | | | | |
| Current Liabilities | | | | | | |
| Accounts payable & other current liabilities | \$ 72,847.53 | \$ 4,858.10 | \$ 695.44 | \$ 234,462.93 | \$ 38,018.74 | \$ 350,882.74 |
| Accrued payroll & related liabilities | 75,008.21 | - | - | 35,172.27 | 35,172.27 | 145,352.75 |
| Total Current Liabilities | 147,855.74 | 4,858.10 | 695.44 | 269,635.20 | 73,191.01 | 496,235.49 |
| Noncurrent Liabilities | | | | | | |
| Long-term debt | - | - | - | 3,072,475.63 | 829,001.80 | 3,901,477.43 |
| Other noncurrent liabilities | 3,076.00 | 1,400,000.00 | - | 279,671.03 | 281,819.18 | 1,964,566.21 |
| Total Noncurrent Liabilities | 3,076.00 | 1,400,000.00 | - | 3,352,146.66 | 1,110,820.98 | 5,866,043.64 |
| TOTAL LIABILITIES | 150,931.74 | 1,404,858.10 | 695.44 | 3,621,781.86 | 1,184,011.99 | 6,362,279.13 |
| Fund Balance/Net Assets | | | | | | |
| Fund balance | 159,419.77 | (1,187,344.10) | (35,329.40) | - | - | (1,063,253.73) |
| Net assets | 742,359.15 | - | - | 2,529,630.05 | 2,899,341.17 | 6,171,330.37 |
| Investment in capital assets, net of related debt | - | - | - | 3,665,260.80 | 12,062,713.37 | 15,727,974.17 |
| Total Fund Balance/Net Assets | 901,778.92 | (1,187,344.10) | (35,329.40) | 6,194,890.85 | 14,962,054.54 | 20,836,050.81 |
| TOTAL LIABILITIES & FUND BALANCE/NET ASSETS | \$ 1,052,710.66 | \$ 217,514.00 | \$ (34,633.96) | \$ 9,816,672.71 | \$ 16,146,066.53 | \$ 27,198,329.94 |
| Difference in Reclass from Cap Assets to Net Assets: | | | | 43.99 | 43.98 | |
| Investment in General Capital Assets | \$ 3,289,535.68 | | | | | |
| General Long-term Liabilities | | | | | | |
| PG&E Streetlights Loan | 91,046.75 | | | | | |
| Meas. B Loan: Teen/Community Center | 1,432,701.00 | | | | | |
| OPEB Liability | 206,637.23 | | | | | |
| Accrued Compensated Absences | 40,783.04 | | | | | |
| TOTAL GENERAL LONG-TERM LIABILITIES | \$ 1,771,168.02 | | | | | |

McKinleyville Community Services District
Activity Summary by Fund, Original Budget
May 2015

| Department Summaries | May | YTD | Original YTD Budget | Over (Under) YTD Budget | Over (Under) YTD Budget % | Notes |
|---|---------------|------------------|---------------------------|-------------------------------|---------------------------------|--|
| <u>Water</u> | | | | | | |
| Water Sales | 224,680 | 2,563,457 | 2,688,972 | (125,515) | -4.67% | |
| Other Revenues | 14,102 | 332,636 | 227,464 | 105,172 | 46.24% | Includes YTD Capacity Fees of \$159,578 |
| Total Operating Revenues | 238,782 | 2,896,093 | 2,916,436 | (20,343) | -0.70% | |
| Salaries & Benefits | 62,521 | 694,557 | 735,268 | (40,711) | -5.54% | |
| Water Purchased | 65,220 | 729,868 | 791,787 | (61,919) | -7.82% | |
| Other Expenses | 23,043 | 270,570 | 358,005 | (87,435) | -24.42% | Other variable expenses curtailed with lower customer demand |
| Depreciation | 25,300 | 278,250 | 302,500 | (24,250) | -8.02% | |
| Total Operating Expenses | 176,084 | 1,973,245 | 2,187,560 | (214,315) | -9.80% | |
| Net Operating Income | 62,698 | 922,848 | 728,876 | (234,658) | | |
| Interest Income | 855 | 10,469 | 4,498 | 5,971 | 132.75% | Interest rate higher than originally estimated |
| Interest Expense | (6,166) | (69,316) | (77,917) | (8,601) | -11.04% | |
| Net Income (Loss) | 57,387 | 864,001 | 655,457 | 208,544 | | |
| <u>Sewer</u> | | | | | | |
| Sewer Service Charges | 165,231 | 1,862,230 | 1,741,667 | 120,563 | 6.92% | |
| Other Revenues | 14,554 | 321,798 | 270,389 | 51,409 | 19.01% | Includes YTD Capacity Fees \$229,942 |
| Total Operating Revenues | 179,786 | 2,184,028 | 2,012,056 | 171,972 | 8.55% | |
| Salaries & Benefits | 67,465 | 736,752 | 733,039 | 3,713 | 0.51% | |
| Other Expenses | 43,941 | 391,641 | 503,754 | (112,113) | -22.26% | Other variable expenses curtailed with lower customer demand |
| Depreciation | 38,560 | 424,150 | 440,000 | (15,850) | -3.60% | |
| Total Operating Expenses | 149,966 | 1,552,542 | 1,676,793 | (124,251) | -7.41% | |
| Net Operating Income | 29,820 | 631,485 | 335,263 | 296,222 | | |
| Interest Income | 1,488 | 16,541 | 18,333 | (1,792) | -9.77% | |
| Interest Expense | (3,193) | (36,523) | (38,059) | (1,536) | -4.04% | |
| Net Income (Loss) | 28,115 | 611,503 | 315,537 | 295,966 | | |
| Enterprise Funds Net Income (Loss) | 85,502 | 1,475,504 | 970,994 | 504,510 | | |

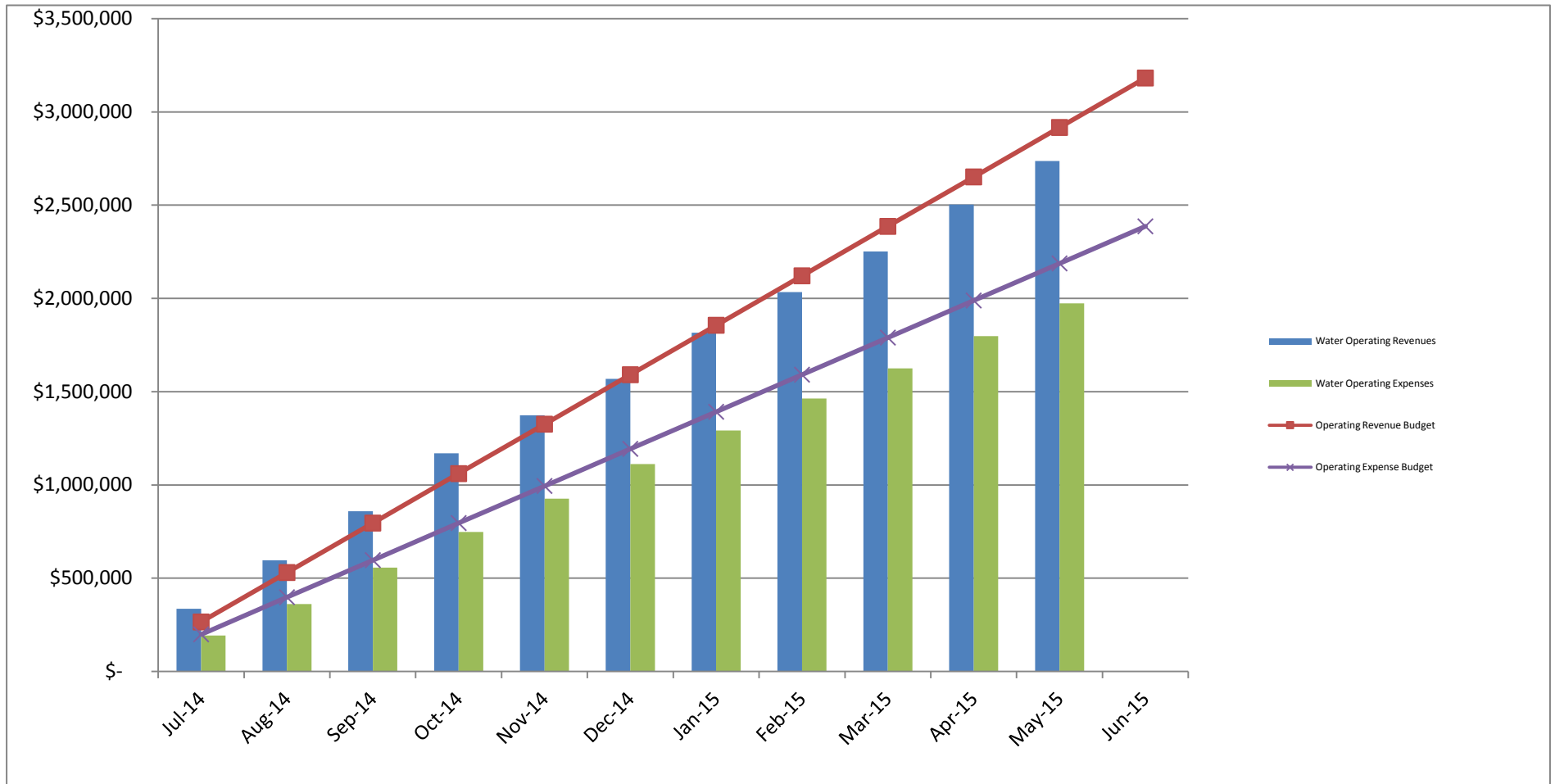
McKinleyville Community Services District
Activity Summary by Fund, Original Budget
May 2015

| Department Summaries | May | YTD | Original YTD Budget | Over (Under) YTD Budget | Over (Under) YTD Budget % | Notes |
|--|-----------------|-----------------|---------------------------|-------------------------------|---------------------------------|---|
| <u>Parks & Recreation</u> | | | | | | |
| Program Fees | 30,692 | 289,531 | 360,287 | (70,756) | -19.64% | Program Fee Revenue underestimated |
| Rents & Related Fees | 5,325 | 62,939 | 80,300 | (17,361) | -21.62% | Rents and Related Fee Revenue underestimated |
| Property Taxes | - | 495,239 | 467,500 | 27,739 | 5.93% | County Tax remittance scheduled in December and April |
| Other Revenues | 32,483 | 116,168 | 173,983 | (57,815) | -33.23% | Other Revenue underestimated |
| Interest Income | 999 | 6,585 | 2,750 | 3,835 | 139.46% | Interest rate higher than originally estimated |
| Total Revenues | 69,498 | 970,462 | 1,084,820 | (114,358) | -10.54% | |
| Salaries & Benefits | 59,321 | 756,387 | 780,869 | (24,482) | -3.14% | |
| Other Expenditures | 21,190 | 195,815 | 197,889 | (2,074) | -1.05% | |
| Capital Expenditures | 1,597 | 72,591 | 105,417 | (32,826) | -31.14% | spending on certain projects slower than anticipated |
| Total Expenditures | 82,107 | 1,024,793 | 1,084,175 | (59,382) | -5.48% | |
| Excess (Deficit) | (12,609) | (54,331) | 645 | (54,976) | | |
| <u>Measure B Assessment</u> | | | | | | |
| Total Revenues | 143 | 264,919 | 196,189 | 68,730 | 35.03% | Includes Loan Proceeds income totalling \$68,929 County Tax remittance scheduled in December and April |
| Salaries & Benefits | 4,712 | 89,979 | 92,637 | (2,658) | -2.87% | |
| Other Expenditures | 5,071 | 117,542 | 5,500 | 112,042 | 2037.12% | Loan Issuance costs and interest exp, set against Loan Proceeds Income |
| Capital Expenditures | - | 40,797 | 96,250 | (55,453) | -57.61% | Teen Center - actuals will vary with project progress |
| Total Expenditures | 9,782 | 248,317 | 194,387 | 53,930 | 27.74% | |
| Excess (Deficit) | (9,639) | 16,602 | 1,802 | 14,800 | | |
| <u>Street Lights</u> | | | | | | |
| Total Revenues | 7,815 | 101,400 | 82,278 | 19,122 | 23.24% | YTD includes PG&E rebate for LED project \$16,750 |
| Salaries & Benefits | 2,943 | 32,917 | 38,107 | (5,190) | -13.62% | Lower utility wages required for LED fixtures |
| Other Expenditures | 2,065 | 29,660 | 44,064 | (14,404) | -32.69% | Lower utility expenses for LED fixtures |
| Capital Expenditures/Loan Repayment | 1,655 | 4,966 | - | 4,966 | #DIV/0! | PG&E LED Project Debt repayment has begun |
| Total Expenditures | 6,664 | 67,543 | 82,171 | (14,628) | -17.80% | |
| Excess (Deficit) | 1,151 | 33,857 | 107 | (33,750) | | |
| Governmental Funds Excess (Deficit) | (21,097) | (3,873) | 2,554 | (6,427) | | |

McKinleyville Community Services District

May 2015

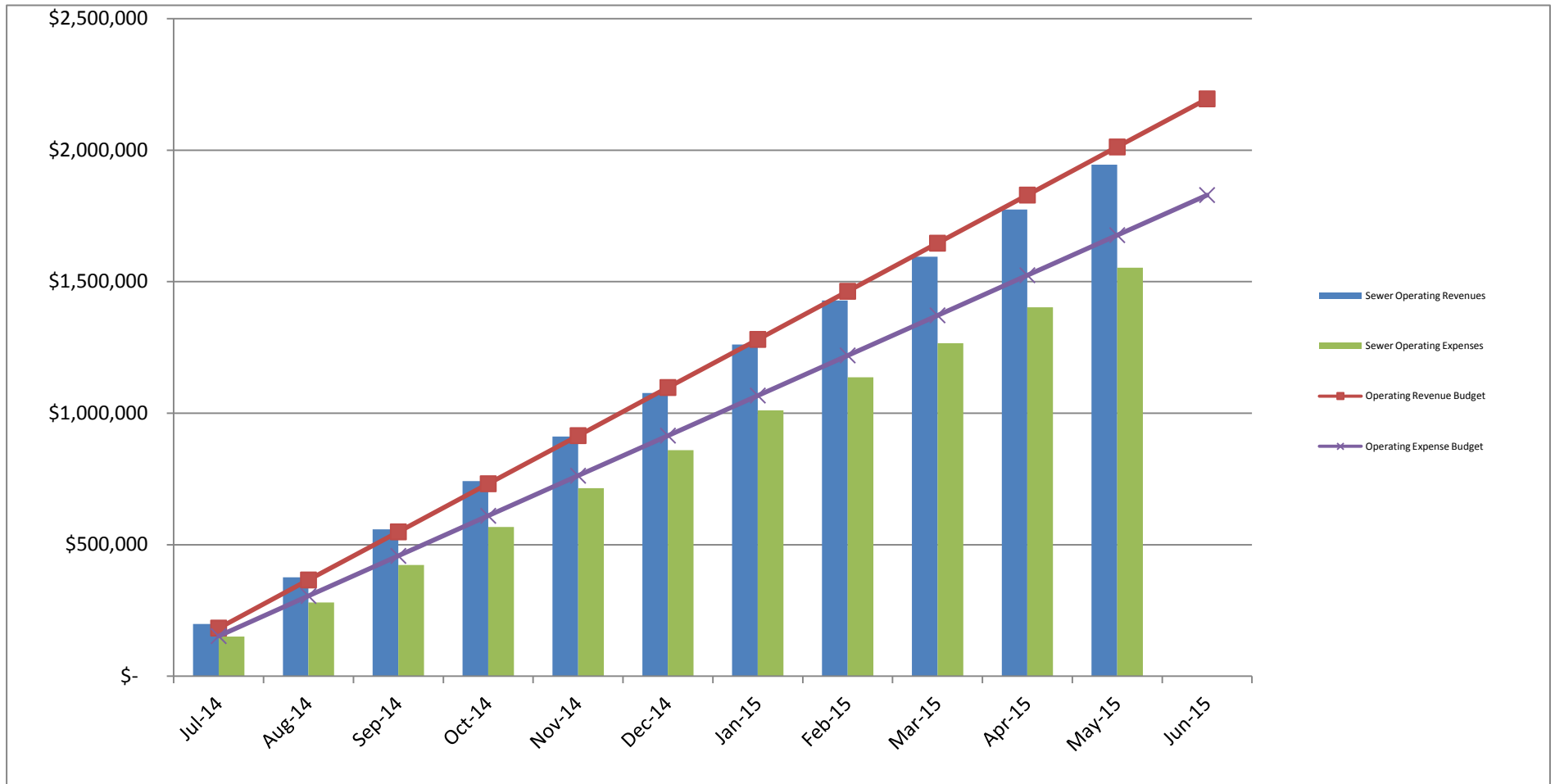
Comparison of Water Fund Operating Revenues & Expenses to Budget



McKinleyville Community Services District

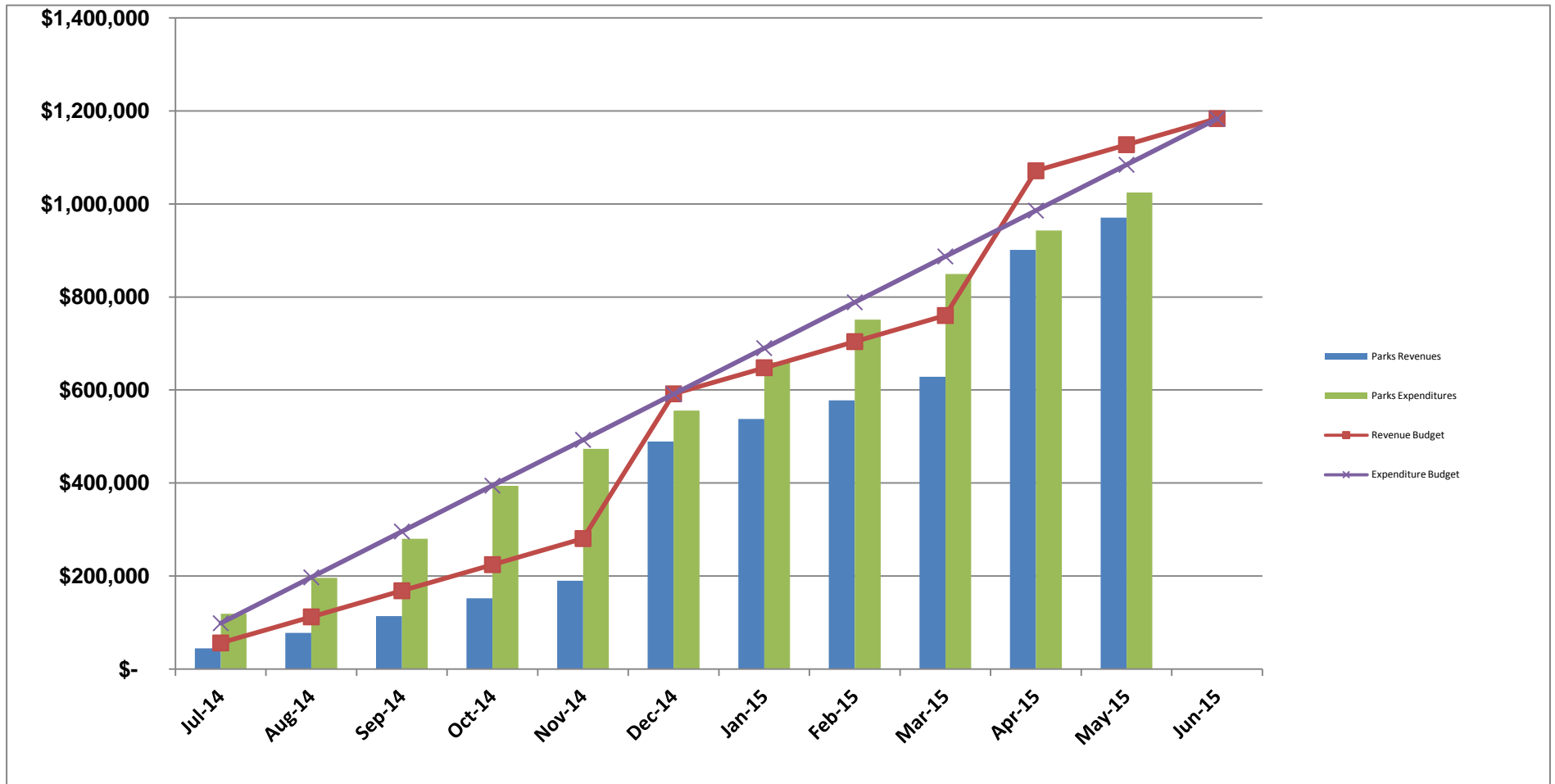
May 2015

Comparison of Sewer Fund Operating Revenues & Expenses to Budget



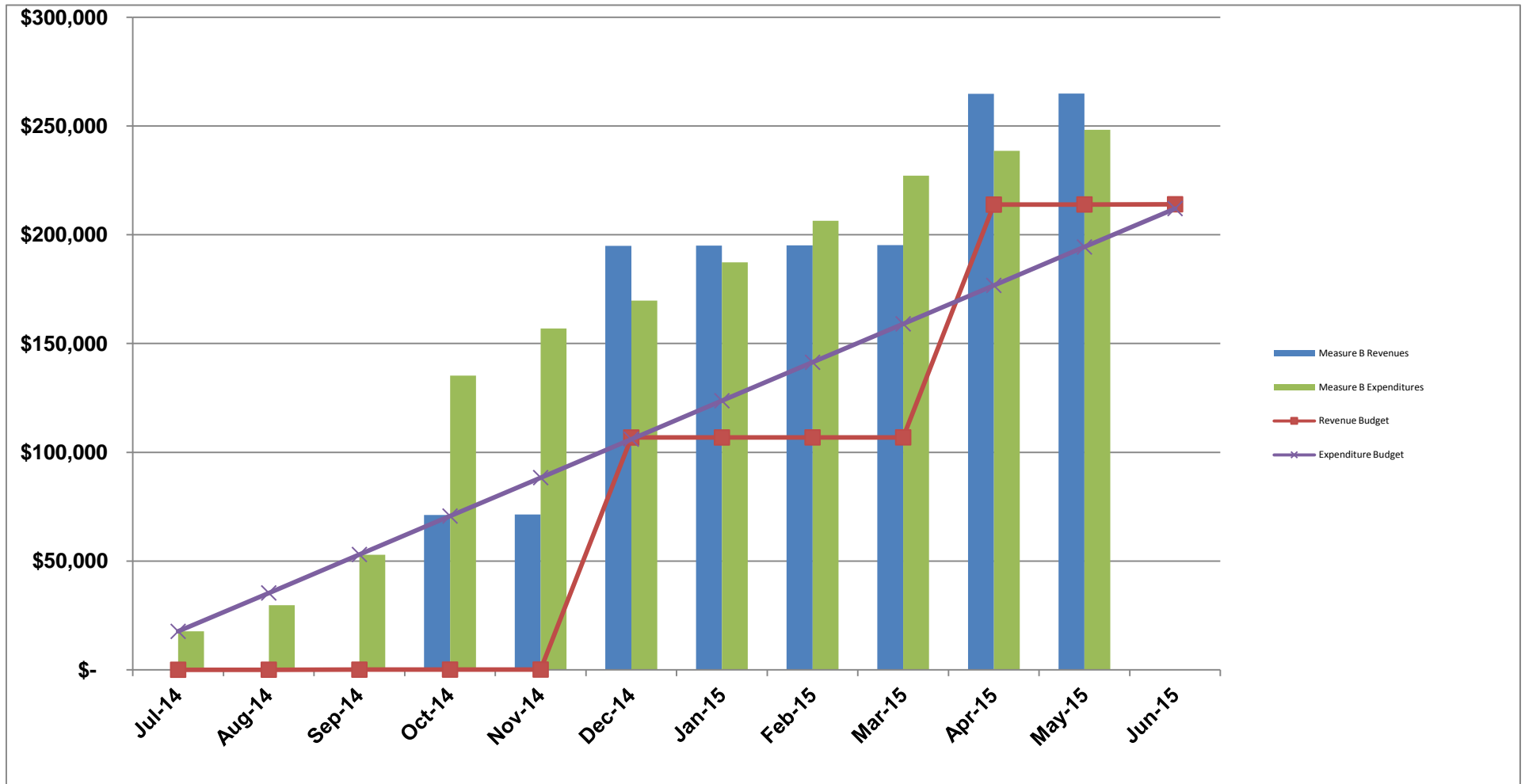
McKinleyville Community Services District May 2015

Comparison of Parks & Recreation Total Revenues & Expenditures to Budget



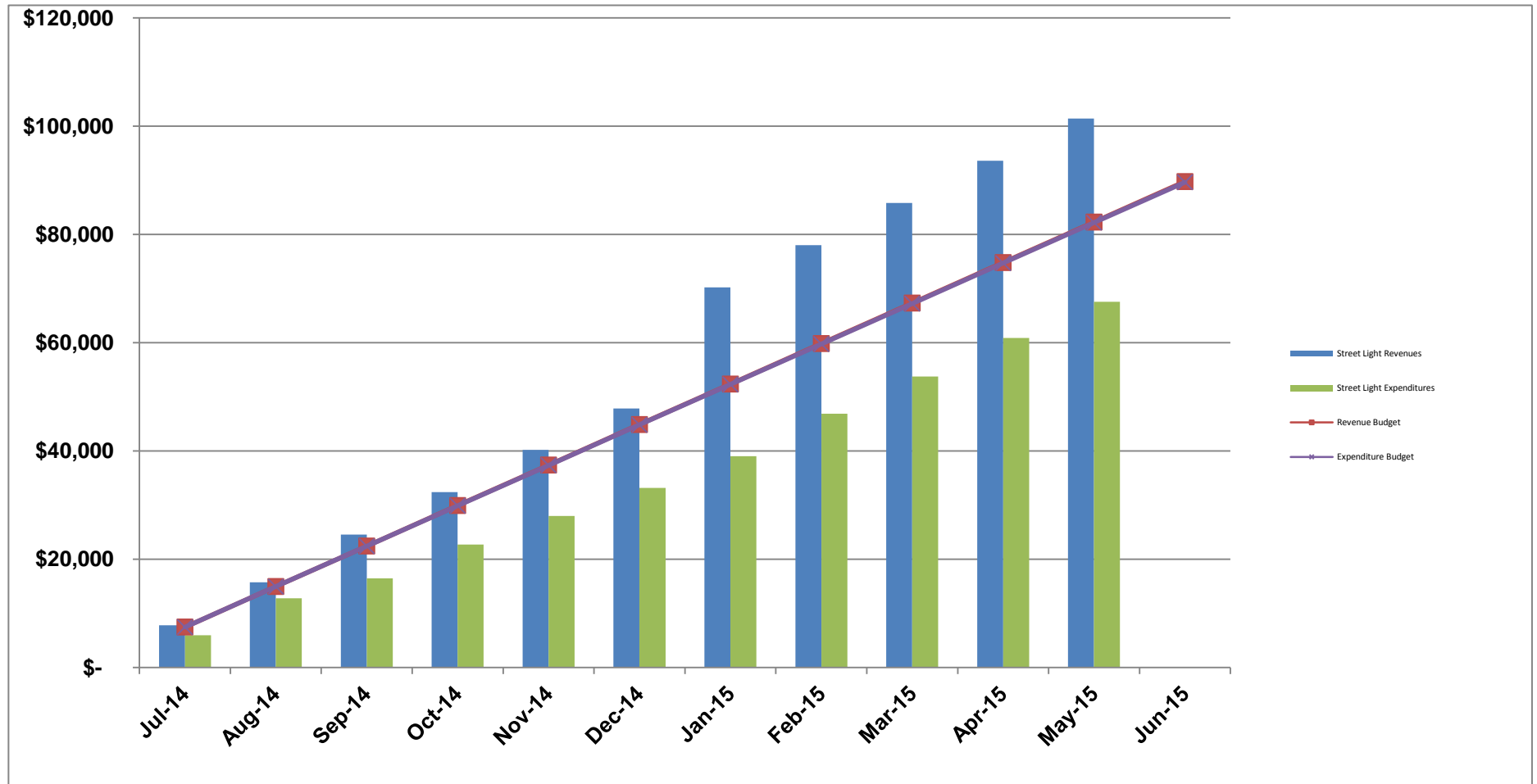
McKinleyville Community Services District May 2015

Comparison of Measure B Fund Total Revenues & Expenditures to Budget



McKinleyville Community Services District May 2015

Comparison of Street Light Fund Total Revenues & Expenditures to Budget



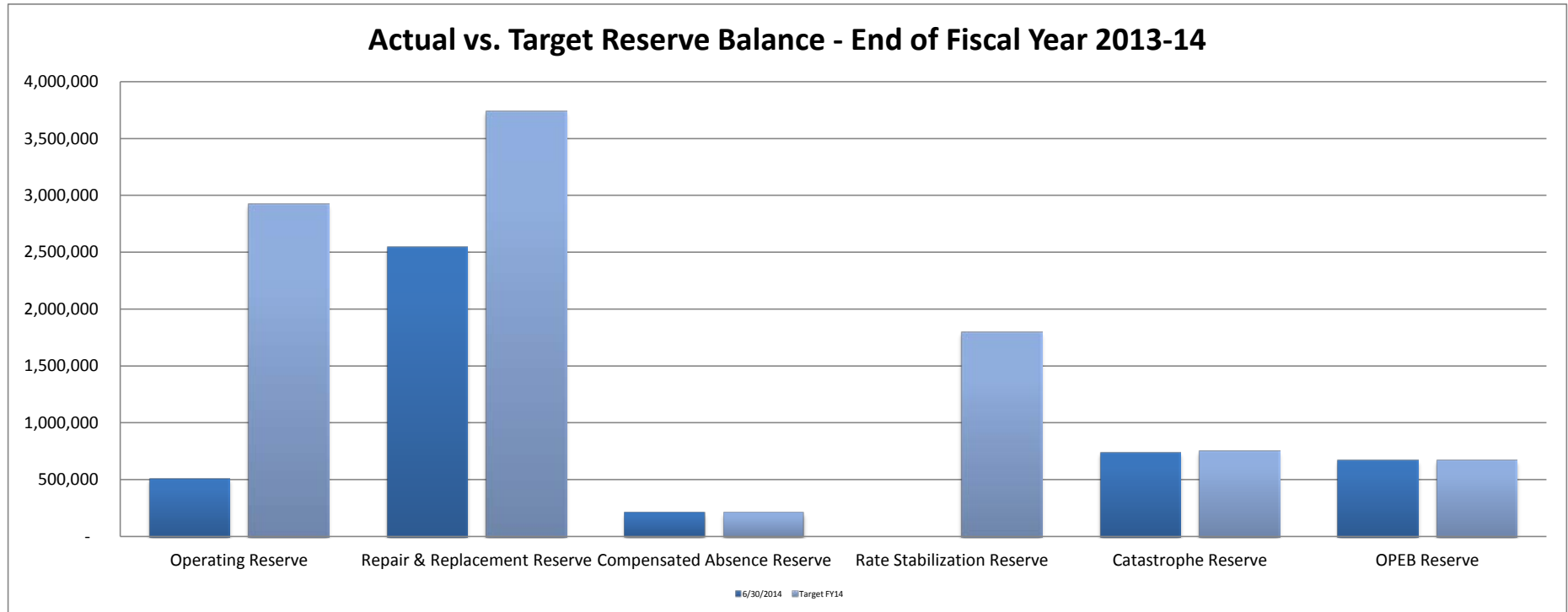
McKinleyville Community Services District
Capital Expenditure Report
As of May 31, 2015

| | May | YTD Total | FY 14-15 Budget | Remaining | | |
|---|----------------|------------------|--------------------|------------------|----------------|----------------------------------|
| | | | | Budget \$ | Budget % | Notes |
| <u>Water Department</u> | | | | | | |
| Emergency Water Line River Crossing | - | 2,801 | 150,000 | 147,199 | 98% | Emergency Line Intertie Proj |
| Water Tank Upgrade | - | - | 350,000 | 350,000 | 100% | Tank Painting |
| Production Meter Replacements | - | 6 | - | (6) | #DIV/0! | Production Meter Replacement |
| Emergency Water Supply | - | 1,240 | 100,000 | 98,760 | 99% | Emergency Water Supply |
| Fire Hydrant System Upgrade | - | - | 9,000 | 9,000 | 100% | Fire Hydrant System Upgrade |
| Customer Radio Meter Replacements | - | 314 | 90,000 | 89,686 | 100% | Radio meters purch/install |
| Water Main Rehab & Replacement | - | - | 20,000 | 20,000 | 100% | Water Main Rehab |
| Property Purchase & Improvements | - | - | 185,000 | 185,000 | 100% | Property Purch/Improvements |
| Subtotal | - | 4,361 | 904,000 | 899,639 | 100% | |
| <u>Sewer Department</u> | | | | | | |
| Sewer Main Rehab & Replacement | - | - | 50,000 | 50,000 | 100% | Sewer Main Rehab |
| WWMF Biosolids Project | - | 903,512 | 900,000 | (3,512) | 0% | Biosolids Project |
| WWMF & Fischer Lift Stn Grinder Upgrade | - | - | 20,000 | 20,000 | 100% | WWMF/Fischer Lift Stn Grinder |
| WWMF Upgrade/CEQA/Permitting | (3,134) | 606,804 | 5,000,000 | 4,393,196 | 88% | WWMF design & start construction |
| Radio Telemetry Upgrade | - | - | 45,000 | 45,000 | 100% | Radio Telemetry upgrade |
| Customer Radio Meter Replacements | - | 74 | 90,000 | 89,926 | 100% | Radio meters purch/install |
| Underground Locator Pipe & Camera | - | - | 5,000 | 5,000 | 100% | |
| Subtotal | (3,134) | 1,510,390 | 6,110,000 | 4,599,610 | 75% | |
| <u>Water & Sewer Operations</u> | | | | | | |
| Heavy Equipment | - | - | 100,000 | 100,000 | 100% | Dump Truck, Tractor attachmnts |
| Utility Vehicles | - | - | 60,000 | 60,000 | 100% | Car, 3/4 or 1-ton Pickup Truck |
| Office, Corporate Yard & Shops | - | - | 20,000 | 20,000 | 100% | Facilities upgrade/sealcoat |
| Computers & Software | - | 19,596 | 14,000 | (5,596) | -40% | File Server Upgrade |
| GIS/SEMS/CADD Equipment/Software | - | 5,993 | 10,000 | 4,007 | 40% | SCADA, AutoCAD, GIS computers |
| Fischer Ranch -Disposal Site Upgrade | - | - | 1,000,000 | 1,000,000 | 100% | Disposal Site Upgrade |
| Small Equipment & Other | - | - | 20,000 | 20,000 | 100% | Ops Office Eq./Emergency Eqp |
| Subtotal | - | 25,589 | 1,224,000 | 1,198,411 | 98% | |
| Enterprise Funds Total | (3,134) | 1,540,340 | 8,238,000 | 6,697,660 | 81% | |
| <u>Parks & Recreation Department</u> | | | | | | |
| Pierson Park Upgrades | - | - | - | - | #DIV/0! | |
| Azalea Hall Projects | - | - | - | - | #DIV/0! | |
| McKinleyville Activity Center Upgrades | - | - | - | - | #DIV/0! | |
| Projects Funded by Quimby/Other Funds | 1,597 | 38,770 | 75,000 | 36,230 | 48% | Covered Picnic Area |
| Projects Funded by Measure B Renewal | - | 44,896 | 105,000 | 60,104 | 57% | Teen Center Project |
| Other Parks Projects & Equipment | - | 24,850 | 40,000 | 15,150 | 38% | Fischer Trail Project-surveying |
| Subtotal | 1,597 | 108,515 | 220,000 | 111,485 | 51% | |
| <u>Streetlights</u> | | | | | | |
| LED | - | - | - | - | #DIV/0! | |
| Subtotal | - | - | - | - | #DIV/0! | |
| Governmental Funds Total | 1,597 | 108,515 | 220,000 | 111,485 | 51% | |
| All Funds Total | (1,537) | 1,648,855 | 8,458,000 | 6,809,145 | 81% | |

McKinleyville Community Services District
Summary of Long-Term Debt Report
As of May 31, 2015

| | | | | Principal Maturities and Scheduled Interest | | | | |
|---|-------|---------------|---|---|------------------------|------------------|-------------------|---------------------|
| | % | Maturity Date | | Balance - April 30, 2015 | Balance - May 31, 2015 | FY-15 | FY-16 | Thereafter |
| Water Fund: | | | | | | | | |
| I-Bank | | 8/1/30 | P | 842,084.87 | 842,084.87 | - | 40,571.37 | 801,513.53 |
| Interest | 3.37% | | I | | | - | 27,694.63 | 219,225.52 |
| State of CA Energy Commission (ARRA) | | 12/22/26 | P | 140,457.60 | 140,457.60 | 5,471.17 | 11,125.84 | 123,806.70 |
| Interest | 1.0% | | I | | | 693.36 | 1,325.20 | 6,926.83 |
| State of CA (Davis Grunsky) | | 1/1/33 | P | 1,783,306.35 | 1,783,306.35 | - | 79,660.44 | 1,703,645.91 |
| State of CA (Davis Grunsky) Deferred Interest | | 1/1/33 | P | 306,626.81 | 306,626.81 | - | 17,035.12 | 289,591.69 |
| Interest | 2.5% | | I | | | - | 44,582.66 | 408,486.72 |
| Total Water Fund-Principal | | | | 3,072,475.63 | 3,072,475.63 | 5,471.17 | 148,392.77 | 2,918,557.83 |
| Total Water Fund-Interest | | | | | | 693.36 | 73,602.49 | 634,639.07 |
| Total Water Fund | | | | 3,072,475.63 | 3,072,475.63 | 6,164.53 | 221,995.26 | 3,553,196.90 |
| Sewer Fund: | | | | | | | | |
| State of CA WRCB (SCEP I) | | 4/15/16 | P | 81,840.20 | 40,920.10 | - | 40,920.10 | - |
| Interest | 0.0% | | I | | | - | - | |
| State of CA WRCB (SCEP II) | | 3/27/18 | P | 79,511.25 | 79,511.25 | - | 25,838.70 | 53,686.60 |
| Interest | 2.6% | | I | | | - | 2,067.64 | 2,102.41 |
| Umpqua Bank | | 12/4/17 | P | 141,610.68 | 133,570.45 | 3,856.98 | 49,848.42 | 79,721.79 |
| Interest | 5.5% | | I | | | 787.50 | 5,885.34 | 3,506.57 |
| USDA (Sewer Bond) | | 8/1/22 | P | 575,000.00 | 575,000.00 | - | 60,000.00 | 515,000.00 |
| Interest | 5.0% | | I | | | - | 27,250.00 | 90,875.00 |
| Total Sewer Fund-Principal | | | | 877,962.13 | 829,001.80 | 3,856.98 | 176,607.22 | 648,408.39 |
| Total Sewer Fund-Interest | | | | | | 787.50 | 35,202.98 | 96,483.98 |
| Total Sewer Fund | | | | 877,962.13 | 829,001.80 | 4,644.48 | 211,810.20 | 744,892.37 |
| Meas. B Fund: Teen/Comm Center Loan | | | | | | | | |
| | | 11/1/29 | P | 1,468,929.00 | 1,432,701.00 | - | 75,508.00 | 1,357,193.00 |
| | 3.55% | | I | | | - | 50,217.82 | 362,864.53 |
| Streetlights Fund: LED Proj Loan, PG&E | | | | | | | | |
| | | | P | 94,357.55 | 91,046.75 | 1,655.40 | 19,564.80 | 69,526.55 |
| | 0.0% | | I | | | - | - | - |
| Total Principal | | | | 5,513,724.31 | 5,425,225.18 | 10,983.55 | 420,072.79 | 4,993,685.77 |
| Total Interest | | | | | | 1,480.86 | 159,023.29 | 1,093,987.58 |
| Total | | | | 5,513,724.31 | 5,425,225.18 | 12,464.41 | 579,096.08 | 6,087,673.35 |

McKinleyville Community Services District
Board Designated Reserve Balances
As of May 31, 2015



- Utility Accounts Receivable Turnover Days As of May 31, 2015 17.7 Days
- YTD Breakeven Revenue, Water Fund: 1,738,308.43 - YTD Actual Water Sales: 2,563,456.79
- Days of Cash on Hand - Operations Checking Account 38.5 Days

McKinleyville Community Services District
Cash Disbursement Report
For the Period May 1 through May 31, 2015

| Check Number | Check Date | Vendor Number | Vendor Name | Net Amount | Invoice # | Description |
|---------------------------------------|---------------|------------------|---------------------------------------|---------------|-----------|--------------------------------------|
| Accounts Payable Disbursements | | | | | | |
| 29517 | 5/15/2015 | WIL09 | WILLDAN FINANCIAL SERVICE | (3,133.75) | B50409u | Ck# 029517 Reversed |
| 29572 | 4/28/2015 | COR03 | JOHN CORBETT | 92.00 | B50428P | ACWA 2015 SPRING CONFERENCE |
| 29584 | 5/4/2015 | *0006 | AZALEA HALL DEPOSIT REFUND CB | 100.00 | B50429 | AZALEA HALL DEPOSIT REFUND CB |
| 29585 | 5/4/2015 | *0013 | LEISURE CLASS CANCELLATION REFUND LE | 80.00 | B50504 | LEISURE CLASS CANCELLATION REFUND LE |
| 29586 | 5/4/2015 | ACW01 | CB&T/ACWA-JPIA | 6,879.42 | B50501 | GRP. HEALTH INS |
| 29587 | 5/4/2015 | AJI01 | HAIDER AJINA | 105.00 | B50504 | CONTRACT REFEREE PAYMENT |
| 29588 | 5/4/2015 | CAS03 | CASH | 225.65 | B50427 | LAB/OFFICE SUPPLIES |
| 29589 | 5/4/2015 | COA01 | COASTAL BUSINESS SYSTEMS | 342.09 | 16865963 | MONTHLY COPIER PAYMENT |
| 29590 | 5/4/2015 | COR01 | CORBIN WILLITS SYSTEMS, INC | 858.42 | B504151 | MOMS SOFTWARE MONTHLY MAINT. |
| 29591 | 5/4/2015 | COR07 | JOHN W. CORBETT | 125.00 | B50428 | BOARD MEETING ON 4/1/15 |
| 29592 | 5/4/2015 | COU09 | DAVID R. COUCH | 125.00 | B50428 | BOARD MEETING ON 4/1/15 |
| 29593 | 5/4/2015 | FOR01 | FORTUNA IRON | 621.00 | 41785 | OTHER PRO. SERVICES |
| 29594 | 5/4/2015 | HAR13 | The Hartford - Priority A | 368.31 | 71421762 | GRP. LIFE INS |
| 29595 | 5/4/2015 | HOM01 | MOLLY HOMEN | 21.64 | B50428 | REC PROGRAM SUPPLIES REIMB |
| 29596 | 5/4/2015 | HUM01 | HUMBOLDT BAY MUNICIPAL WATER DISTRICT | 64,401.27 | B50501 | WATER PURCHASED |
| 29597 | 5/4/2015 | KRO03 | KROUT & SCHNEIDER, INC. | 20.00 | 38058 | BACKGROUND CHK SERVICES |
| 29598 | 5/4/2015 | MAY02 | DENNIS MAYO | 125.00 | B50428 | BOARD MEETING ON 4/1/15 |

| Check Number | Check Date | Vendor Number | Vendor Name | Net Amount | Invoice # | Description |
|-----------------|---------------|------------------|-----------------------------|-----------------|-----------|--------------------------------------|
| 29599 | 5/4/2015 | MCS01 | MCSD C/O HUMBOLDT COUNTY | 23,722.29 | B50504 | CO TRUST ACCT 9390-RESERVES RECOVERY |
| 29600 | 5/4/2015 | MEL02 | MELISSA DATA CORPORATION | 1,290.00 | 2077943 | MAILING VERIFICATION |
| 29601 | 5/4/2015 | NEC01 | NEC FINANCIAL SERVICES, LLC | 375.66 | 1800177 | PHONE SYSTEM MONTHLY SERVICE |
| 29602 | 5/4/2015 | PGE02 | PACIFIC GAS & ELECTRIC | 2,917.43 | B50429 | STREETLIGHTS APRIL 2015 |
| 29603 | 5/4/2015 | SEC03 | SECURITY LOCK & ALARM | 93.65 | 90956 | REPAIRS AND SUPPLIES |
| 29604 | 5/4/2015 | SHN01 | SHN ENGINEERING | 961.25 | 84801 | PROFESSIONAL SERVICES |
| 29605 | 5/4/2015 | SUD01 | SUDDENLINK | 134.95 | B50429 | INTERNET SERVICES FOR APR |
| 29606 | 5/4/2015 | UMP03 | UMPQUA BANK--VISA | 57.86 | APR-01 | TRAVEL AND MEALS |
| | | | | 123.27 | APR-02 | CONSTRUCTION EQUIPMENT REPAIR |
| | | | | 1,005.00 | APR-03 | TRAVEL/MEALS/OFFICE SUPPLIES |
| | | | | 122.42 | APR-04 | REC PROGRAM SUPPLIES |
| | | | | 99.49 | APR-05 | EMPLOYEE FUND AND OFFICE SUPPLIES |
| | | | Check Total: | <u>1,408.04</u> | | |
| 29607 | 5/4/2015 | USB01 | U.S. BANK TRUST N.A. | 7,395.83 | B50504 | SEWER BOND PAYMENT FOR MAY 2015 |
| 29608 | 5/4/2015 | VER01 | VERIZON WIRELESS | 36.88 | B50501 | CELL PHONES FOR APRIL 2015 |
| 29609 | 5/4/2015 | WHE02 | GEORGE A. WHEELER JR. | 125.00 | B50428 | BOARD MEETING ON 4/1/15 |
| 29610 | 5/4/2015 | WIL09 | WILLDAN FINANCIAL SERVICE | 2,790.00 | 1027402 | SEWER RATE ANALYSIS |
| 29611 | 5/4/2015 | \J005 | MQ CUSTOMER REFUND FOR JU | 60.97 | 000B50501 | MQ CUSTOMER REFUND FOR JU |
| 29612 | 5/4/2015 | \K013 | MQ CUSTOMER REFUND FOR KN | 36.62 | 000B50501 | MQ CUSTOMER REFUND FOR KN |
| 29613 | 5/4/2015 | \M005 | MQ CUSTOMER REFUND FOR MA | 23.08 | 000B50501 | MQ CUSTOMER REFUND FOR MA |
| 29614 | 5/4/2015 | \P003 | MQ CUSTOMER REFUND FOR PE | 58.24 | 000B50501 | MQ CUSTOMER REFUND FOR PE |
| 29615 | 5/4/2015 | \W010 | MQ CUSTOMER REFUND FOR WE | 79.41 | 000B50501 | MQ CUSTOMER REFUND FOR WE |
| 29616 | 5/4/2015 | \W011 | MQ CUSTOMER REFUND FOR WR | 36.20 | 000B50501 | MQ CUSTOMER REFUND FOR WR |
| 29617 | 5/8/2015 | THR02 | THREE G'S HAY & GRAIN | (76.57) | B50508H | REVERSAL OF HAND CHECK |

| Check Number | Check Date | Vendor Number | Vendor Name | Net Amount | Invoice # | Description |
|-----------------|---------------|------------------|------------------------------|---------------|-----------|------------------------------------|
| 29618 | 5/8/2015 | A&M02 | A & M BODY SHOP & TOWING | - | B50508P | Ck# 029618 Reversed |
| 29619 | 5/8/2015 | A&L02 | A & L FEED | - | B50508P | Ck# 029619 Reversed |
| 29620 | 5/8/2015 | ADV04 | ADVANCED DISPLAY AND SIGN | - | B50508P | Ck# 029620 Reversed |
| 29621 | 5/11/2015 | ACC03 | ACCRAM, INC. | 200.00 | 326990 | OFFICE EQUIPMENT MAINTENANCE |
| 29622 | 5/11/2015 | BAS01 | BASIC LABORATORY INC. | 188.50 | 1503610 | LAB TESTS |
| 29623 | 5/11/2015 | COR03 | JOHN CORBETT | 123.00 | 2 | 2015 CSDA LEGISLATIVE DAYS |
| 29624 | 5/11/2015 | COS03 | COSTCO WHOLESALE | 193.20 | B50505 | OFFICE SUPPLIES/ REC PROG SUPPLIES |
| 29625 | 5/11/2015 | COU02 | HUMBOLDT COUNTY ASSESSOR | 6.50 | B50505 | MEASURE B MAPS |
| 29626 | 5/11/2015 | DEP05 | DEPARTMENT OF JUSTICE | 32.00 | 96539 | FINGERPRINTING ADMIN./GEN |
| 29627 | 5/11/2015 | EDW03 | HELEN EDWARDS | 123.00 | B50319 | 2015 CSDA LEGISLATIVE DAYS |
| 29628 | 5/11/2015 | EUR05 | Eureka Oxygen Co | 176.01 | 422922 | OTHER PRO.FEES FOR AZALEA HALL |
| 29629 | 5/11/2015 | FER04 | FERNBRIDGE TRACTOR | 164.80 | 15779 | CONSTR. EQ REPAIRS |
| 29630 | 5/11/2015 | HUM42 | HUMBOLDT OUTFITTERS | 1,298.15 | 7805 | REC PROGRAM SUPPLIES |
| 29631 | 5/11/2015 | MAY03 | DENNIS MAYO | 123.00 | 2 | 2015 CSDA LEGISLATIVE DAYS |
| 29632 | 5/11/2015 | NOR36 | NORTH COAST PARTS & SUPPLIES | 83.93 | B50428 | AUTO PARTS AND SUPPLIES |
| 29633 | 5/11/2015 | ORE01 | O'REILLY AUTOMOTIVE, INC. | 35.19 | B50506 | REPAIRS/SUPPLY |
| 29634 | 5/11/2015 | ORS01 | GREG ORSINI | 123.00 | B50320 | 2015 CSDA LEGISLATIVE DAY |
| 29635 | 5/11/2015 | PGE01 | PG & E (Office & Field) | 12,854.46 | B50507 | GAS & ELECTRIC |
| 29636 | 5/11/2015 | PRE08 | PRECISION INTERMEDIA | 118.75 | 15-1282 | SEWER RATE INCREASE WEBSITE CALC |
| 29637 | 5/11/2015 | REN01 | RENNER PETROLEUM | 2,768.48 | B50501 | GAS/OIL/LUBE |
| 29638 | 5/11/2015 | S&S02 | S & S WORLDWIDE, INC. | 240.71 | B50507 | REC PROGRAM SUPPLIES |

| Check Number | Check Date | Vendor Number | Vendor Name | Net Amount | Invoice # | Description |
|--------------|------------|---------------|-------------------------------|-----------------|-----------|--------------------------------|
| 29639 | 5/11/2015 | SEQ01 | Sequoia Gas Co. | 53.76 | B50429 | GAS SUPPLY FOR HILLER SPORTS |
| 29640 | 5/11/2015 | WHE03 | GEORGE WHEELER | 123.00 | 2 | 2015 CSDA LEGISLATIVE DAYS |
| 29641 | 5/18/2015 | *0014 | AZALEA HALL DEPOSIT REFUND DD | 100.00 | B50515 | AZALEA HALL DEPOSIT REFUND DD |
| 29642 | 5/18/2015 | A&L02 | A & L FEED | 64.50 | B50506 | REPAIRS AND SUPPLIES |
| 29643 | 5/18/2015 | A&M02 | A & M BODY SHOP & TOWING | 100.00 | 25348 | VEHICLE TOWING |
| 29644 | 5/18/2015 | ADV04 | ADVANCED DISPLAY AND SIGN | 63.55 | 511389 | PIERSON PARK UPGRADE |
| | | | | 61.81 | 511394 | REPAIRS/SUPPLY |
| | | | Check Total: | <u>125.36</u> | | |
| 29645 | 5/18/2015 | ATT01 | AT&T | 614.24 | B50515 | PHONE SERVICES FOR MAY 2015 |
| 29646 | 5/18/2015 | CAD02 | CADER PICNIC TABLES | 1,506.60 | 116 | PIERSON PARK UPGRADE |
| 29647 | 5/18/2015 | COR01 | CORBIN WILLITS SYSTEMS, INC | 65.00 | B50331 | EQUIP. MAINT. |
| | | | | 65.00 | B50515 | PROFESSIONAL SERVICES |
| | | | Check Total: | <u>130.00</u> | | |
| 29648 | 5/18/2015 | EUR06 | EUREKA READY MIX | 1,040.58 | 71024 | REPAIRS/SUPPLY |
| 29649 | 5/18/2015 | HAC01 | HACH COMPANY | 374.85 | 9325428 | LAB TESTS |
| | | | | 169.18 | 9352993 | REPAIRS/SUPPLY |
| | | | Check Total: | <u>544.03</u> | | |
| 29650 | 5/18/2015 | HAR03 | HARVEY M. HARPER CO. | 1,877.42 | B50501 | VEHICLE MAINTENANCE |
| | | | | 521.18 | B50505 | VECHILE MAINTENANCE AND REPAIR |
| | | | Check Total: | <u>2,398.60</u> | | |
| 29651 | 5/18/2015 | HEL01 | KEVIN HELD | 375.00 | B50515 | DJ FOR JR HIGH SCHOOL DANCE |
| 29652 | 5/18/2015 | HIG01 | HIGH YIELD IND. PRODUCTS | 225.99 | 174450 | SAFETY SUPPLIES |
| 29653 | 5/18/2015 | HUM08 | HUMBOLDT SANITATION | 976.50 | B50501 | TRASH SERVICE |
| 29654 | 5/18/2015 | HUM22 | HUMBOLDT COUNTY SHERIFF | 25.00 | 575 | ALARM PERMIT RENEWAL |
| | | | | 25.00 | 1247 | ALARM PERMIT RENEWAL |
| | | | | 25.00 | 1248 | ALARM PERMIT RENEWAL |
| | | | | 25.00 | 1854 | ALARM PERMIT RENEWAL |
| | | | Check Total: | <u>100.00</u> | | |

| Check Number | Check Date | Vendor Number | Vendor Name | Net Amount | Invoice # | Description |
|-----------------|---------------|------------------|--------------------------------------|-----------------|-----------|---------------------------------------|
| 29655 | 5/18/2015 | JAC04 | JACKSON & EKLUND, INC. | 148.00 | 182850 | PROFESSIONAL SERVICES |
| 29656 | 5/18/2015 | KEN01 | KEN GRADY CO. | 682.78 | 1472 | LAB TESTS |
| 29657 | 5/18/2015 | KEN02 | KENNEDY/JENKS CONSULTANTS | 11,036.48 | B50505 | WWMF FACILITY UPGRADE PRO. SVCS |
| 29658 | 5/18/2015 | LES01 | LES SCHWAB TIRE CENTER | 1,073.40 | B50428 | VEHICLE REPAIRS |
| 29659 | 5/18/2015 | MCK04 | MCK ACE HARDWARE | 463.55 | B50506 | REPAIRS/SUPPLY |
| 29660 | 5/18/2015 | MCS01 | MCSD C/O HUMBOLDT COUNTY | 23,839.41 | B50515 | CO. TRUST ACCT 9390-RESERVES RECOVERY |
| 29661 | 5/18/2015 | MEN01 | MENDES SUPPLY CO. | 925.88 | B50506 | JANITORIAL SUPPLIES FOR APRIL |
| 29662 | 5/18/2015 | MER03 | MERCER, FRASER COMPANY | 245.97 | 2015645 | PIERSON PARK UPGRADES |
| 29663 | 5/18/2015 | MIL01 | Miller Farms Nursery | 534.23 | B50518 | REPAIRS/SUPPLY |
| 29664 | 5/18/2015 | MIL03 | THE MILL YARD | 271.44 | 32563 | MAINTENANCE AND SUPPLIES |
| 29665 | 5/18/2015 | NOR01 | NORTH COAST LABORATORIES | 3,735.00 | B50508 | LAB TESTS |
| 29666 | 5/18/2015 | NOR35 | NORTHERN HUMBOLDT EMPLOYMENT SVCS | 673.86 | B50518 | PIERSON PARK/OPEN SPACE MAINTENANCE |
| | | | | 622.92 | ES15178 | PROFESSIONAL SERVICES |
| | | | Check Total: | <u>1,296.78</u> | | |
| 29667 | 5/18/2015 | NOR40 | NORTHCOAST EMPLOYER ADVISORY COUNCIL | 20.00 | B50506 | TRAINING |
| 29668 | 5/18/2015 | NYL01 | NYLEX.NET | 336.00 | 460 | PROFESSIONAL SERVICES |
| 29669 | 5/18/2015 | OCC01 | OCCUPATIONAL HEALTH | 145.00 | 523-04-15 | PROFESSIONAL SERVICES |
| 29670 | 5/18/2015 | PRE08 | PRECISION INTERMEDIA | 47.50 | 151039 | PROFESSIONAL SERVICES |
| 29671 | 5/18/2015 | SAF04 | SAFEWAY INC. FILE # 72905 | 27.55 | B50429 | OFFICE AND REC PROGRAM SUPPLIES |
| 29672 | 5/18/2015 | STA11 | STAPLES CREDIT PLAN | 479.86 | B50518 | OFFICE SUPPLIES |
| 29673 | 5/18/2015 | THO02 | Thomas Home Center | 306.74 | B50507 | REPAIRS/SUPPLY |
| 29674 | 5/18/2015 | THR01 | THRIFTY SUPPLY COMPANY | 546.49 | 138166201 | REPAIRS AND SUPPLIES |

| Check Number | Check Date | Vendor Number | Vendor Name | Net Amount | Invoice # | Description |
|-----------------|---------------|------------------|------------------------------|---------------|-----------|----------------------------|
| 29675 | 5/18/2015 | THR02 | THREE G'S HAY & GRAIN | 76.57 | B50508 | REPAIRS/SUPPLY TREATMENT |
| 29676 | 5/18/2015 | WEN02 | WENNERHOLM CHIROPRACTIC | 75.00 | B50429 | DMV PHYSICAL |
| 29677 | 5/18/2015 | WES09 | WEST COAST PLUMBING | 14.64 | B50429 | REPAIRS AND SUPPLIES |
| 29678 | 5/26/2015 | AJI01 | HAIDER AJINA | 120.00 | B50521 | CONTRACTED REFEREE |
| 29679 | 5/26/2015 | COU02 | HUMBOLDT COUNTY ASSESSOR | 6.50 | B50526 | MEASURE B MAPS |
| 29680 | 5/26/2015 | DEL02 | DELFINO, MADDEN, O'MALLEY | - | 3445 3228 | Ck# 029680 Reversed |
| 29681 | 5/26/2015 | DIS03 | DISCOUNT SCHOOL SUPPLY | 506.41 | B50526 | REC PROGRAM SUPPLIES |
| 29682 | 5/26/2015 | HAC01 | HACH COMPANY | 52.65 | B50526 | LAB SUPPLIES |
| 29683 | 5/26/2015 | HUM17 | HUMBOLDT COUNTY DEPT. | 4,042.26 | B50507 | HAZ MATERIALS FEES |
| 29684 | 5/26/2015 | KEN02 | KENNEDY/JENKS CONSULTANTS | 1,841.82 | 91954 | WWMF IMPROVEMENT PROJECT |
| 29685 | 5/26/2015 | MAD02 | MAD RIVER UNION | 35.00 | B50518 | SUBSCRIPTIONS |
| 29686 | 5/26/2015 | MAY03 | DENNIS MAYO | 61.00 | B50505 | TRAVEL AND MEALS |
| 29687 | 5/26/2015 | MCD01 | KRISTIN MCDONALD | 65.24 | B50526 | REC PROGRAM SUPPLIES REIMB |
| 29688 | 5/26/2015 | MIT01 | Mitchell, Brisso, Delaney | 1,274.00 | 36197 | LEGAL SERVICES |
| 29689 | 5/26/2015 | NOR13 | NORTHERN CALIFORNIA SAFET | 80.00 | 21335 | SAFETY TRAINING |
| 29690 | 5/26/2015 | NYL01 | NYLEX.NET | 336.00 | 408 | PROFESSIONAL SERVICES |
| 29691 | 5/26/2015 | PAC05 | PACIFIC ECORISK | 5,918.18 | 10822 &41 | LAB TESTING |
| 29692 | 5/26/2015 | PGE02 | PACIFIC GAS & ELECTRIC | 2,917.45 | B50526 | STREETLIGHTS FOR MAY 2015 |
| 29693 | 5/26/2015 | PRE08 | PRECISION INTERMEDIA | 23.75 | 15-1336 | PROFESSIONAL SERVICES |
| 29694 | 5/26/2015 | ROU01 | ROUND TABLE DEVELOPMENT CORP | 106.96 | B50521 | REC PROGRAM SUPPLIES |
| 29695 | 5/26/2015 | SAF04 | SAFEWAY INC. FILE # 72905 | - | B50521 | Ck# 029695 Reversed |
| 29696 | 5/26/2015 | SHN01 | SHN ENGINEERING | 230.00 | B50521 | PROFESSIONAL SERVICES |

| Check Number | Check Date | Vendor Number | Vendor Name | Net Amount | Invoice # | Description |
|---|------------|---------------|-------------------|-------------------|-----------|-----------------------------|
| 29697 | 5/26/2015 | USP02 | USPS: ARCATA BMEU | 1,500.00 | B50521 | REFILL PERMIT 202-BULK MAIL |
| | | | | 205,677.88 | | |
| Total Disbursements, Accounts Payable: | | | | 205,677.88 | | |

Payroll Related Disbursements

| | | | | | | |
|-------------|-----------|-------|---------------------------|-----------|---------|-------------------------|
| 12771-12804 | 5/7/2015 | | Various Employees | 16,511.32 | | Payroll Checks |
| 12805 | 5/7/2015 | CAL12 | CalPERS 457 Plan | 4,861.40 | B50507 | RETIREMENT |
| | | | | 385.41 | 1B50507 | PERS 457 LOAN PMT |
| | | | Check Total: | 5,246.81 | | |
| 12806 | 5/7/2015 | DIR01 | DIRECT DEPOSIT VENDOR- US | 24,630.22 | B50507 | Direct Deposit |
| 12807 | 5/7/2015 | EMP01 | Employment Development | 1,417.09 | B50507 | STATE INCOME TAX |
| | | | | 509.50 | 1B50507 | SDI |
| | | | Check Total: | 1,926.59 | | |
| 12808 | 5/7/2015 | HUM29 | UMPQUA BANK--PAYROLL DEP. | 5,103.20 | B50507 | FEDERAL INCOME TAX |
| | | | | 7,012.48 | 1B50507 | FICA |
| | | | | 1,639.98 | 2B50507 | MEDICARE |
| | | | Check Total: | 13,755.66 | | |
| 12809 | 5/7/2015 | ACW01 | CB&T/ACWA-JPIA | 48,055.10 | B50430 | MED & DENTAL INSUR |
| 12810 | 5/7/2015 | PUB01 | Public Employees PERS | 17,273.62 | B50430 | PERS PAYROLL REMITTANCE |
| 12811 | 5/19/2015 | | Various Employees | 416.24 | | Vacation Buyouts |
| 12812-12842 | 5/20/2015 | | Various Employees | 16,653.61 | | Payroll Checks |
| 12843 | 5/20/2015 | CAL12 | CalPERS 457 Plan | 4,860.66 | B50520 | RETIREMENT |
| | | | | 385.41 | 1B50520 | PERS 457 LOAN PMT |
| | | | Check Total: | 5,246.07 | | |
| 12844 | 5/20/2015 | DIR01 | DIRECT DEPOSIT VENDOR- US | 24,187.75 | B50520 | Direct Deposit |
| 12845 | 5/20/2015 | EMP01 | Employment Development | - | B50511 | STATE INCOME TAX |
| | | | | 1,403.33 | B50520 | STATE INCOME TAX |

| Check Number | Check Date | Vendor Number | Vendor Name | Net Amount | Invoice # | Description |
|-----------------|---------------|------------------|--------------------------------------|-------------------|-----------|--------------------|
| | | | | 4.06 | 1B50511 | SDI |
| | | | | 504.53 | 1B50520 | SDI |
| | | | Check Total: | <u>1,911.92</u> | | |
| 12846 | 5/20/2015 | HUM29 | UMPQUA BANK--PAYROLL DEP. | - | B50511 | FEDERAL INCOME TAX |
| | | | | 4,991.89 | B50520 | FEDERAL INCOME TAX |
| | | | | 55.88 | 1B50511 | FICA |
| | | | | 6,943.80 | 1B50520 | FICA |
| | | | | 13.08 | 2B50511 | MEDICARE |
| | | | | 1,623.90 | 2B50520 | MEDICARE |
| | | | Check Total: | <u>13,628.55</u> | | |
| | | | Total Disbursements, Payroll: | 189,443.46 | | |
| | | | Total Check Disbursements: | 395,121.34 | | |

McKinleyville Community Services District

BOARD OF DIRECTORS

July 1, 2015

TYPE OF ITEM: **INFORMATIONAL**

ITEM: E.1 **Introduce and Welcome the new General Manager for the Humboldt Bay Municipal Water District (HBMWD), Paul Helliker**

PRESENTED BY: **Greg Orsini, General Manager/Sheri Woo, Director, Division 2 of the Humboldt Bay Municipal Water District Board of Directors**

TYPE OF ACTION: **None**

Recommendation:

Staff recommends that the Board listen to the information provided, take public comment and welcome the new General Manager for the Humboldt Bay Municipal Water District (HBMWD), Paul Helliker.

Discussion:

Director Woo, HBMWD Board of Directors has requested an opportunity to personally introduce Paul Helliker to the MCSD Board of Directors.

At the beginning of 2015, HBMWD General Manager Carol Rische announced that she would be retiring later this year. After several months of recruitment and interviews, the position was offered to and accepted by Paul Helliker.

Mr. Helliker is a graduate of Stanford University where he received his Bachelor's degrees in Philosophy and Civil Engineering and a Master's degree in Environmental Engineering.

By joining HBMWD, Mr. Helliker leaves a position with the California Department of Water Resources' as deputy director of Delta and Statewide Water Management. From 2012-2014 he oversaw three Divisions that are responsible for environmental planning and compliance activities for the State Water Project and the State's flood management system.

Previous to his job with the California Department of Water Resources, Mr. Helliker served as the General Manager of the Marin Municipal Water District (MMWD). During his eight year tenure, he helped to develop and implement master plans for water supply and water conservation in addition to a new 10-year plan to protect and restore the ecosystem in Lagunitas Creek, which is the source of 75% of MMWD's water. He was also involved in working with Marin County and all of its cities and towns in securing approval of the Marin Clean Energy renewable energy program, thus allowing MWMD to reduce its greenhouse gas emissions profile.

Having worked at the federal, state and local levels, Paul Helliker brings more than 30 years of experience in environmental and water utility programs to HBMWD.

Alternatives:

Take Action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

None

McKinleyville Community Services District

BOARD OF DIRECTORS

July 1, 2015

TYPE OF ITEM: **ACTION**

ITEM: E.2 **Adopt Resolution 2015-22, Honoring, Recognizing and Commending Carol Rische for her many years of service and support to the McKinleyville Community Services District through her interactions as General Manager of the Humboldt Bay Municipal Water District**

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

TYPE OF ACTION: **Roll Call**

Recommendation:

Staff recommends that the Board review the information provided, take public comment and approve Resolution 2015-22, a resolution honoring, recognizing and commending Carol Rische for her many years of service and support to the McKinleyville Community.

Discussion:

Carol Rische is a registered professional engineer who joined the Humboldt Bay Municipal Water District (HBMWD) in 1996. She was appointed General Manager in March 2000. Prior to working at HBMWD, she was employed at PG&E for 12 years, initially in engineering and then in management.

Carol is a leader in the community, being involved with Eureka Rotary, the Senior Resource Center and the Backpacks for Kids programs, just to name a few.

As General Manager, Carol has utilized her technical expertise to improve our regional water industry, secure grants and dedicate herself to the preservation of our regional water rights and water resources planning.

Ms. Rische is a highly respected member of the Humboldt County community and MCSD would like to express our sincere gratitude, honor and recognition of her dedication to the public service of the communities in the Humboldt Bay Region.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Resolution 2015-22

RESOLUTION 2015 - 22

A RESOLUTION HONORING, RECOGNIZING AND COMMENDING CAROL RISCHÉ FOR HER MANY YEARS OF SERVICE AND SUPPORT TO THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT THROUGH HER INTERACTIONS AS GENERAL MANAGER OF THE HUMBOLDT BAY MUNICIPAL WATER DISTRICT

WHEREAS, McKinleyville Community Services District (MCSD) was incorporated into Division 2 of the Humboldt Bay Municipal Water District (HBMWD) service area; and

WHEREAS, HBMWD provides wholesale water to the McKinleyville Community and six other municipalities; and

WHEREAS, Carol Rische has been General Manager of the HBMWD since 2000; and

WHEREAS, Carol's admirable work, related to the loss of industrial revenues allowed for tolerable impact on the Municipal Customer, while still maintaining the operational integrity of HBMWD; and

WHEREAS, Carol has dedicated significant time throughout the state in efforts to address situations unique to our area; and

WHEREAS, Ms. Rische has continually provided open communication and approachability while working directly with MCSD; and

WHEREAS, The preservation of our regional water rights and water resources planning efforts has been of the highest priority to Carol and she leaves us in a good situation for the foreseeable future; and

WHEREAS, Carol's determined efforts have secured numerous grants that have had significant regional impact for domestic water reliability for the Humboldt Bay region and specifically MCSD's intertie to the City of Arcata; and

WHEREAS, Through Carol's understanding of regional concepts has worked to maintain consensus amongst HBMWD Municipal Customers; and

WHEREAS, Carol coordinated the effort necessary to make possible the flexibility in the mandated State water consumption requirements to more accurately reflect conditions in our region.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the McKinleyville Community Services District does hereby express sincere gratitude, honor, commend and recognize Carol Rische for her dedication to public service to the communities in the Humboldt Bay Region.

ADOPTED, SIGNED AND APPROVED at a duly called meeting of the Board of Directors of the McKinleyville Community Services District on the 1st day of July, 2015 by the following polled vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

John Corbett, Board President

Attest:

Becky Schuette, Board Secretary

McKinleyville Community Services District

BOARD OF DIRECTORS

July 1, 2015

TYPE OF ITEM: **ACTION**

ITEM: E.3 **Select Candidates for Special District Risk Management Authority (SDRMA) Board of Directors and Approve Resolution 2015-21**

PRESENTED BY: **Becky Schuette, Board Secretary**

TYPE OF ACTION: **Roll Call**

Recommendation:

Staff recommends that the Board review the information provided, select up to three (3) candidates for the SDRMA Board of Directors, take public comment, arrive at a consensus and approve Resolution 2015-21, the official ballot for submission to SDRMA.

Discussion:

SDRMA provides risk management and risk financing for Special Districts and local governmental agencies. McKinleyville Community Services District (MCSD) has been a member for many years. SDRMA is holding elections to fill three (3) seats on their Board of Directors. Attached is an official election ballot listing the four (4) qualified candidates, their Statements of Qualifications and a Resolution, which needs to be returned prior to August 25, 2015.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – SDRMA Election Instructions
- Attachment 2 – Candidates Statement of Qualifications
- Attachment 3 – Resolution 2015-21 and official Ballot



Special District Risk
Management Authority

Maximizing Protection.
Minimizing Risk.

1112 I Street, Suite 300
Sacramento, California 95814-2865
T 916.231.4141
T 800.537.7790
F 916.231.4111
www.sdrma.org

SDRMA'S BOARD OF DIRECTORS ELECTION BALLOT INSTRUCTIONS

Notification of nominations for three (3) seats on the Special District Risk Management Authority's (SDRMA's) Board of Directors was mailed to the membership in January 2015.

On May 6, 2015, SDRMA's Election Committee reviewed the nomination documents submitted by the candidates in accordance with SDRMA's Policy No. 2015-01 Establishing Guidelines for Director Elections. The Election Committee confirmed that four (4) candidates met the qualification requirements and those names are included on the Official Election Resolution Ballot.

Enclosed is the Official Election Resolution Ballot along with a Statement of Qualifications as submitted by each candidate. Election instructions are as follows:

1. The enclosed combined Official Election Resolution Ballot must be used to ensure the integrity of the balloting process.
2. After selecting up to three (3) candidates, your agency's governing body must approve the enclosed Official Election Resolution Ballot. **Ballots containing more than three (3) candidate selections will be considered invalid and not counted.**
3. The signed Official Election Resolution Ballot **MUST** be sealed and received **by mail or hand delivery at SDRMA's office on or before 5:00 p.m. on Tuesday, August 25, 2015 to the address below.** Faxes or electronic transmissions are NOT acceptable. A self-addressed, stamped envelope is enclosed.

Special District Risk Management Authority
Election Committee
1112 "I" Street, Suite 300
Sacramento, California 95814

5. The four-year terms for newly elected Directors will begin on January 1, 2016 and terminate on December 31, 2019.
6. Important balloting and election dates are:

August 25, 2015 - Deadline for members to return the signed Official Election Resolution Ballot

August 26, 2015 - Ballots are opened and counted

August 27, 2015 - Election results are announced and candidates notified

September 23, 2015 - Newly elected Directors are introduced at the SDRMA Annual Breakfast to be held in Monterey at the CSDA Annual Conference

October 28-29, 2015 - Newly elected Directors are invited to attend SDRMA board meeting (Sacramento)

January 2016 - Newly elected Directors are seated and Board officer elections are held

Please do not hesitate to call SDRMA's Chief Operating Officer Paul Frydendal at 800.537.7790 if you have any questions regarding the election and balloting process.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

| | |
|-------------------|--|
| Nominee/Candidate | <u>Robert Swan</u> |
| District/Agency | <u>Groveland Community Services District</u> |
| Work Address | <u>P.O. Box 350, Groveland, CA 95321</u> |
| Work Phone | <u>209-962-7161</u> Home Phone <u>209-962-6535</u> |

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

SDRMA's services are particularly important to the successful operation of smaller special districts, such as the one I serve. I would like to contribute what I can to ensuring that SDRMA continues to provide its vital services to its member agencies, prudently and cost-effectively.

Board oversight can be time-consuming. Due to my personal circumstances (retired, single, two hours from Sacramento), I will be able to participate regularly in Board activities.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

I have been a member of the governing Board of the Groveland Community Services District (water, sewer, fire and parks district) since June 2013. I've served as Board President since January 2014.

Since February of 2010, member of the Board of Pine Cone Performers, a community choral and drama organization.

During 1995 to 2001, I was a delegate to the Institute of Electrical and Electronics Engineers (IEEE) committees working on standards development in the area of wireless communications.

| |
|--|
| Special District Risk Management Authority Board of Directors Candidate's Statement of Qualifications |
|--|

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

In my work career in the semiconductor industry, I managed business operations and organizations with annual budgets in the range of ten to twenty million dollars, so I have a good working knowledge of budgeting and accounting principles. My academic background (BS in Physics, MS in Computer Science) and work experience have given me a solid understanding of statistical modeling and economic cost-benefit analysis.

What is your overall vision for SDRMA? (Response Required)

SDRMA has a well-defined role in providing comprehensive insurance coverage to member agencies. Clearly, continuing this function is central to its future operations. I would like to see continued expansion of the educational and loss-prevention aspects of the operation, as these are the keys to improving cost-effectiveness. However, as an insurance entity, prudent financial management is of paramount importance, and functional expansion must be thoughtfully controlled.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature Robert J. Huran Date 4-9-15

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate Ed Gray
District/Agency Chino Valley Independent Fire District
Work Address 14011 City Center Drive, Chino Hills, CA 91709
Work Phone 909 902-5260 Home Phone 909 9627-4821

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

When appointed to the Board of Directors of SDRMA in November of 2010, and my election to the Board 2012, I made a commitment to be an effective member of the SDRMA team and to work hard to ensure the continued success of the organization. As a Board member, I believe I have shown that I seek to understand issues and use common sense when making decisions. I wish to continue my service to SDRMA, as I can be a positive member of the SDRMA team and an asset to the members, Board and staff.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

I currently serve on the Board of Directors of the SDRMA and serve as Secretary. I have been an elected Director of the Chino Valley Independent Fire District since 2004. During my tenure, I have served multiple terms as President and Vice-President, and as a member of our Finance, Planning, and Personnel Committees. I have served as Liaison to the City Councils of Chino and Chino Hills and to the San Bernardino County Board of Supervisors. I am also the District's representative and current Chairman of the Citizens Advisory Committee for the California Institution for Men in Chino. I am a member of the Chino Valley Lions Club. I also serve on the Governing Board of the Green Valley Lake Mutual Water Company.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

After serving in the US Army, I enjoyed a lengthy career in law enforcement retiring in 2004 as a Police Lieutenant. I learned early in my career, that to be an effective individual and leader, it was important to actively listen to people; to seek understanding of all sides of an issue; and make decisions based on common sense and "rightness".

My experience as an elected official has broadened my knowledge and reinforced my belief that decisions must be made based on what is right, and not on what is a personal preference.

What is your overall vision for SDRMA? (Response Required)

I see SDRMA as continuing its journey as a successful, effective and efficient service provider through innovation, right thinking and conservative business strategies. I can visualize the organization exploring other avenues of financial endeavors that will benefit our customers.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

3-30-2015

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – **no attachments will be accepted**. No statements are endorsed by SDRMA.

Nominee/Candidate R MICHAEL WRIGHT
District/Agency LOS OSOS COMMUNITY SERVICES DISTRICT
Work Address 2122 9TH STREET, LOS OSOS CA 93402
Work Phone 805-528-9370 Home Phone 805-234-4513

Why do you want to serve on the SDRMA Board of Directors? **(Response Required)**

WITH 38 YEARS EXPERIENCE IN THE INSURANCE FIELD, I BELIEVE I HOLD THE SKILL SET THAT WILL BENEFIT THE OPERATIONS OF THE SDRMA.

I HAVE OWNED AND OPERATED MY OWN INSURANCE AGENCY SUCCESSFULLY AND HAVE SOLD AND SERVICED ALL LINE OF INSURANCE INCLUDING COMMERCIAL AND WORK COMP.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) **(Response Required)**

I AM CURRENTLY THE PRESIDENT OF THE LOS OSOS CSD. I WAS VICE PRESIDENT THE YEAR BEFORE. BEFORE I WAS ON THE LOS OSOS CSD BOARD, I WAS A MEMBER OF THE LOS OSOS CSD EMERGENCY SERVICES COMMITTEE FOR SIX YEARS.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?

(Response Required)

LICENSED PROPERTY CASUALTY INSURANCE AGENT
SINCE 1977. OVER 730 HOURS OF INSURANCE
CONTINUING EDUCATION
I ALSO HOLD A 6 AND 63 SECURITIES LICENSE.

What is your overall vision for SDRMA? **(Response Required)**

THE OVERALL VISION OF THE SDRMA IS TO
PROVIDE THE BEST POSSIBLE COVERAGE AND SERVICE
TO ITS MEMBERS AND TO ALSO EDUCATE THEIR MEMBERS
TO ALERT THEM TO COST EFFECTIVE SAFETY PROGRAMS
TO SAFE GUARD THEIR EMPLOYEES HEALTH AND WELFARE

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature R. Michael Wright

Date April 20, 2015

**Special District Risk Management Authority
Board of Directors
Candidates' State of Qualifications**

This Information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA

Nominee/Candidate: Sandy Seifert-Raffelson
District/Agency: Herlong Public Utility District
Work Address: 447-855 Plumas St, P O Box 515, Herlong CA 96113
Work Phone: (530) 827-3150 Home Phone: (530) 254-0234

Why do you want to serve on the SDRMA Board of Directors?

I am a current Board member of SDRMA and feel that I have added my financial background to make better informed decisions for our members. As a Board member, I have learned a lot about insurance issues and look forward to representing small District's and Northern California as a voice on the SDRMA Board. I feel I am an asset to the Board with my degree in business and my 29 years' experience in accounting and auditing. I have audited small districts and know what they need and what they can afford.

I understand the challenges that small District face every day when it comes to managing liability insurance and worker's compensation for a few employees with limited revenues and staff. My education and experience gives me an appreciation of the importance of risk management services and programs, especially for smaller district's that lack expertise with insurance issues on a daily basis.

I feel I am an asset to this Board and would love a chance to stay on the Board for 4 more years.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)

I have worked as the District Clerk for the Herlong PUD for the last 7 years. Before that, I served as the Secretary to the Board of Herlong Utilities, Inc. and Office Administrator. I worked directly with the formation of our District which included working for 2 separate Board's of Directors and the transfer of assets from a public benefit corporation to a special district. As part of the team that worked to form the District I was directly involved with LAFCo, Lassen County Board of Supervisors and County Clerk to establish the District's initial Board of Directors as well as the transfer of multiple permits and closure procedures from multiple agencies for the seamless transition of our District operations. I closed out the Corporation books and established the books for the District transitioning to fund accounting. I have also administered the financial portion of a large capital improvement project with USDA as well as worked on the first ever successful water utility privatization project with the US Army and Department of Defense. I am currently working on HPUD's 2nd loan/grant for 4.8 million with USDA to improve the community's sewer system. I also am the primary administrator of a federal contract for utility services with the Federal Bureau of Prison.

While on the SDRMA Board, I have served on the nomination committee and SDLF Board. I have enjoyed learning and completing my duties on both boards and feel I have been an asset to both. I have served on CSDA's Audit and Financial Committee's for the last 2 years. In the last 20 years I have served on several Boards including school, church, 4-H, County and U.C. Davis.

**Special District Risk Management Authority
Board of Directors
Candidates' State of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?

I have my Bachelors Degree in Business with a minor in Sociology. I have audited Small Districts for 5 years, worked for a Small District for 10 years and have 25 years of accounting experience. I am a good communicator and organizer. I have served on several Boards and feel I work well within groups or special committees. I am willing to go that extra mile to see things get completed.

I believe in recognition for jobs well done. I encourage Incentive programs that get members motivated to participate and strive to do their very best to keep all losses at a minimum and reward those with no losses.

I have completed my Certificate for Special District Board Secretary/Clerk Program in both regular and advance coursework through CSDA and co-sponsored by SDRMA. I have completed the CSDA Special District Leadership Academy and Special District Governance Academy. I have helped my small District obtain their District of Transparency and currently we are working on the District of Distinction.

I work for a District in Northeastern California that has undergone major changes from a Cooperative Company to a 501c12 Corporation, to finally a Public Utility District. I have worked with LAFCo to become a District. Also my District is currently working on a consolidation through LAFCo with another small District to better serve our small community. Through past experience I feel I make a great Board member representing the small districts of Northern California and their unique issues and will make decisions that would help all rural/small districts.

What is your overall vision for SDRMA?

For SDRMA to be at the top of the risk management field and have all of the Special Districts in the State utilizing their quality insurance and support at a price all California Special Districts can afford.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature: _____

Sandy Siebert-Rappelsen

Date: _____

4/2/15

RESOLUTION 2015 - 21

A RESOLUTION OF THE GOVERNING BODY OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT FOR THE ELECTION OF DIRECTORS TO THE SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY BOARD OF DIRECTORS

WHEREAS, Special District Risk Management Authority (SDRMA) is a Joint Powers Authority formed under California Government Code Section 6500 et seq., for the purpose of providing risk management and risk financing for California special districts and other local government agencies; and

WHEREAS, SDRMA's Sixth Amended and Restated Joint Powers Agreement specifies SDRMA shall be governed by a seven member Board of Directors nominated and elected from the members who have executed the current operative agreement and are participating in a joint protection program; and

WHEREAS, SDRMA's Sixth Amended and Restated Joint Powers Agreement Article 7 - Board of Directors specifies that the procedures for director elections shall be established by SDRMA's Board of Directors; and

WHEREAS, SDRMA's Board of Directors approved Policy No. 2015-01 Establishing Guidelines for Director Elections specifies director qualifications, terms of office and election requirements; and

WHEREAS, Policy No. 2015-01 specifies that member agencies desiring to participate in the balloting and election of candidates to serve on SDRMA's Board of Directors must be made by resolution adopted by the member agency's governing body.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the McKinleyville Community Services District selects the following candidates to serve as Directors on the SDRMA Board of Directors:

(CONTINUED ON PAGE 2)

**OFFICIAL 2015 ELECTION BALLOT
SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY
BOARD OF DIRECTORS**

VOTE FOR ONLY THREE (3) CANDIDATES

Mark each selection directly onto the ballot, voting for no more than three (3) candidates. Each candidate may receive only one (1) vote per ballot. A ballot received with more than three (3) candidates selected will be considered invalid and not counted. All ballots must be sealed and received by mail or hand delivery in the enclosed self-addressed, stamped envelope at SDRMA on or before 5:00p.m., Tuesday, August 25, 2015. Faxes or electronic transmissions are NOT acceptable.

- ☐ **ROBERT SWAN**
Director/President, Groveland Community Services District
- ☐ **ED GRAY (INCUMBENT)**
Director/President, Chino Valley Independent Fire District
- ☐ **MICHAEL WRIGHT**
Director/President, Los Osos Community Services District
- ☐ **SANDY SEIFERT-RAFFELSON (INCUMBENT)**
District Clerk, Herlong Public Utility District

ADOPTED, SIGNED AND APPROVED at a duly called meeting of the Board of Directors of the McKinleyville Community Services District on 1st day of July, 2015 by the following polled vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

John Corbett, Board President

Attest:

Becky Schuette, Board Secretary

McKinleyville Community Services District

BOARD OF DIRECTORS

July 1, 2015

TYPE OF ITEM: **ACTION**

ITEM: E.4 **Consider attendance to the California Special Districts Association (CSDA) 2015 Annual Conference, September 21-24, 2015 in Monterey, CA**

PRESENTED BY: **Becky Schuette, Board Secretary**

TYPE OF ACTION: **Roll Call**

Recommendation:

Staff recommends that the Board review the information provided for the California Special Districts Association (CSDA) Annual Conference in Monterey, CA; take public comment and consider authorization for interested Board members to attend.

Discussion:

The 2015 CSDA Annual Conference will be held in Monterey, CA September 21-24, 2015. The leadership conference for special districts will cover special district governance, trends, issues, and legislation.

The conference is designed to give special district's important and essential information. Education opportunity for district staff is available by attending specialized workshops and breakout sessions focused on districts needs.

The keynote and super session speakers will deliver information to inspire innovative leadership and organizational transformation; enforce humor as a powerful leadership tool and show how character impacts business and community.

CSDA encourages Directors and General Managers to attend the annual conference. The opportunity to gain knowledge and inspiration is invaluable to our leadership and staff of special districts.

Board Members require authorization for travel to conferences via motion and majority vote at a public meeting of the board.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Some meals are included in the registration costs; however this does not include pre-conference training or events.

- Hotel - \$507
- Per Diem - \$176
- Registration - \$600

Approximate cost for the travel and conference registration, lodging and per diem is \$1300 per attendee.

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – CSDA Conference Schedule of Events.



[fresh content]



**California Special
Districts Association**

Districts Stronger Together

Ingredients: 100% California Special Districts Association Annual Conference, keynote speakers, breakout sessions, networking, large exhibit hall, receptions, beautiful location, many learning opportunities, no preservatives

ATTENDEE REGISTRATION

The Leadership Conference for Special Districts

The CSDA Annual Conference & Exhibitor Showcase is the one conference special district leaders can't afford to miss!

Join 600-plus special district professionals and industry experts for a three-day, must-attend education and networking extravaganza.

Participate in inspiring and motivating keynote sessions. Walk away with strategies, new connections and innovative ideas to move your district forward.

why

SHOULD I
ATTEND?

- Interact with industry experts
- Hear success stories from colleagues
- Learn about challenges and solutions from special district case studies
- Be the first to hear about special district trends
- Gain knowledge and inspiration from nationally recognized speakers
- Specialized workshops and sessions designed to address your needs
- Meet one-on-one with industry suppliers who understand your needs
- Attend numerous networking opportunities
- Make new contacts and maintain key relationships
- Earn SDRMA Credit Incentive Points

where

IS IT
HELD?

Monterey, California

Monterey Marriott Hotel

350 Calle Principal
Monterey, CA 93940
877.901.6632

Monterey Conference Center

One Portola Plaza
Monterey, CA 93940

September 21 – 24, 2015

WOW
GROWTH
OVER THE
YEARS

The CSDA Annual Conference & Exhibitor Showcase has seen significant growth in each aspect of the conference for over a decade!



hotel

BOOK
TODAY



Hotel & Location

Monterey Marriott Hotel
350 Calle Principal
Monterey, CA 93940
877.901.6632

Room reservations are available at the Marriott Monterey at the CSDA rate of \$169 plus tax single or double occupancy, which includes complimentary wireless guestroom internet access. Call 877-901-6632 and ask for the California Special Districts Association rate. **The first night room and tax becomes non-refundable if a reservation is cancelled after the cut-off date of September 4, 2015.**

what

TO DO?

Just 100 miles south of San Francisco, Monterey's breathtaking scenery, rich history, world-renowned attractions and outdoor adventures invite one to grab life by the moments! Monterey is a dramatic setting for endless choices of activities all within minutes of convenient, charming overnight accommodations. Monterey is named a Top North American Golf Destination and the 2013 Top Ten Wine Travel Destination in the World. The Monterey Bay National Marine Sanctuary is home to favorite marine life that can be observed in one of the most amazing natural environments found anywhere in the United States.
www.seemonterey.com



8:00 a.m. – 3:45 p.m.

So You Want to Be A General Manager?

\$100 includes continental breakfast and lunch.

A practical career development workshop for senior executives and emerging leaders in special districts. This action-oriented workshop includes group and panel discussions on: the journey, roles and skill sets of a general manager; identifying general manager opportunities, including positioning yourself for executive recruitment; developing positive relations with the board, staff and peer agency executives; and leadership practices. Limited class size, register early!

Sponsored by CSDA and the Special District Leadership Foundation (SDLF)

9:00 a.m. – 3:00 p.m.

Building Confidence in Public Speaking

CPS HR CONSULTING

\$225 Member • \$375 Non-member

This workshop is designed to help employees improve their public speaking skills in a supportive and non-threatening environment. As a result of this workshop, students will learn how to: deal with nervousness about speaking in public; improve their presentation skills; prepare the best introduction for their audiences; fine tune their messages; deal with difficult questions; and develop a positive outlook for their next public speaking opportunities.

SDLA

9:00 a.m. – 3:00 p.m.

Special District Leadership Academy Module I: Governance Foundations - Earn SDRMA CIPs

\$225 Member • \$375 Non-member

As the core curriculum of CSDA's Special District Leadership Academy, this workshop serves as the "foundation" for the series on effective governance of special districts. It is specifically designed for special district board members and meets the requirement for six hours of governance training for Special District Leadership Foundation programs.

12:00 – 3:00 p.m.

Communication Strategies for Board Members & General Managers

BHI MANAGEMENT CONSULTING

\$125 Member • \$175 Non-member

Communication is the fluid of any organization. Poor communications can grind the "heels" of an agency to a halt and are cause for most of the greatest challenges in the work of public agencies. This is why this particular pre-conference workshop is critical for both districts that know they have organizational challenges and those who know enough to believe that good communications are an absolute best practice. The class will deal with the most commonly overlooked and complicated areas of public agency communications. This class is a must for both board members and GMs/administrators who want to drive their agency to the top and avoid unnecessary trouble.

SDLF

Special District Administrator (SDA) Exam

9:00 – 11:00 a.m.

Special District Leadership Foundation

(optional – must be scheduled prior to conference)

SDRMA
Credit Incentive Points

What are SDRMA Credit Incentive Points?

Special District Risk Management Authority (SDRMA) is committed to establishing a strategic partnership with our members to provide maximum protection, help control losses and positively impact the overall cost of property/liability and workers' compensation coverage through the Credit Incentive Program. Credit incentive points can be earned based on an agency's attendance at the CSDA Annual Conference & Exhibitor Showcase reducing SDRMA member's annual contribution amount.

"The CSDA Conference is the most valuable annual conference of all the ones we attend. If you are a special district, this is the only place to learn everything you need to know that relates to special district governance, trends, issues and legislation. Kudos to CSDA for a job well done."

Kimberly Thorner, SDA
Olivenhain Municipal Water District



10:00 a.m. – 3:00 p.m.
CSDA Annual Golf Tournament
 PACIFIC GROVE GOLF LINKS
 \$95 includes golf with cart, lunch, and prizes!
 Transportation to/from on your own
 Join special district elected officials, staff and business affiliates at this optional fun event.
 Great golf skills are not necessary!



10:00 a.m. – 3:00 p.m.
Elk Horn Slough Safari™ and Moss Landing Harbor District Tour
 \$48 per person includes transportation to/from the hotel. Elkhorn Slough Safari™ is an exciting way to visit Elkhorn Slough, where you will see a fantastic variety of wildlife such as playful sea otters, curious harbor seals, sea lions, and hundreds of species of birds. The tour will provide excellent opportunities to view and photograph wildlife close at hand. These two-hour boat cruises include an in-depth look at various aspects of slough ecology, fascinating history, and birding in the company of a naturalist guide.



12:00 – 3:00 p.m.
Pure Water Monterey
 MONTEREY PENINSULA WATER MANAGEMENT DISTRICT AND MONTEREY REGIONAL WATER POLLUTION CONTROL AGENCY
 \$45 includes transportation and lunch.
 Pure Water Monterey is a multi-benefit, integrated, regional solution that will provide a water recycling model for other regions in California. Using proven, advanced, multi-stage treatment to provide a safe, reliable and sustainable drinking water supply that will comply with or exceed strict state and federal drinking water standards, the project will reduce water taken from the Carmel River and the Seaside Basin. In doing so, it will help meet regulatory orders and enhance water supply reliability by diversifying local water sources. Visit www.purewatermonterey.org for more information.



[your network discussions]

4:00 – 5:00 p.m.
District NetWorks Meetings
 Designed by local special district leaders to connect and interact with other leaders from throughout the state, come take part in one of our six District NetWorks meetings. No matter where you are in the state, you belong to a district network. Share challenges, solutions and opportunities with your neighboring districts. Learn how you can take part in CSDA's Grassroots Advocacy efforts, meet your new public affairs field coordinator, connect with special district leaders and grow your network!

Visit www.csdanet/about-csda/district-networks/ for more information.

CSDA Annual CONFERENCE BEGINS

5:30 – 7:30 p.m.
President's Reception with the Exhibitors
(all registered attendees welcome)
 Join us as we network with business professionals who provide all types of goods and services to special districts. Enjoy appetizers and refreshments as you meet with CSDA's current Board President Steve Perez and board members from around the state.



Entertainment will feature a CSDA Annual Conference & Exhibitor Showcase favorite - guitarist John Sherry.

Nationally recognized speakers!



Opening Keynote Presentation

Peter Sheahan, Founder and CEO of ChangeLabs™ and author of six books, including the international bestsellers *FLIP* and *Generation Y*.

FLIP! Creative Strategies for Turning Challenges into Opportunity and Change into Advantage

The fact that special districts face major change is not new to anyone. The more important question is what do we need to do in the face of this change? Whether you are dealing with legislation, new technology

related to service delivery, or changing constituent expectations - it is crucial that as a leader you take the time to understand the changes and have an approach designed to generate a constructive outcome.

In Peter Sheahan's case-study rich session, he will explore best practices from multiple industries that have experienced similar transformative change, and unpack the key insights from those who benefited from the change compared to those that became victims to it. Specifically, he will discuss:

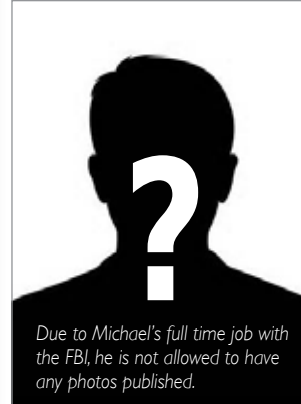
- The role our assumptions, biases, and beliefs play in blinding us to new opportunities.
- The need to take manageable, intelligent risks to enable new approaches.
- The importance of building a narrative to shape stakeholder perception and drive influence.
- Embracing collaboration to drive transformation through partnerships and community engagement.

Peter Sheahan will be presenting

Tuesday, September 22
9:00 – 10:45 a.m.

Opening Keynote Presentation

FLIP! Creative Strategies for Turning Challenges into Opportunity, and Change into Advantage



SDRMA General Session, Safety Awards, Keynote Presentation
Michael Bazzell

Computer Security Specialist & Privacy Consultant, author of *Hiding from the Internet: Eliminating Personal Online Information and Personal Digital Security: Protecting Yourself from Online Crime*

Hiding from the Internet

This presentation will demonstrate the need to protect yourself from the numerous data brokers who make millions of dollars from your private life. Among other techniques, you will learn to: remove your personal information from public databases and people search websites; create free anonymous mail addresses, email addresses, and telephone numbers; control your privacy settings on social networks and remove sensitive data, use a credit freeze to eliminate the worry of financial identity theft and fraud; and change your future habits to promote complete privacy and anonymity.

*Sponsored by
Special District Risk Management Authority (SDRMA)*



Michael Bazzell will be presenting

Wednesday, September 23
9:00 – 10:45 a.m.

SDRMA General Session, Safety Awards and Keynote Presentation
Hiding from the Internet

"I had a great experience. The education and information gathered will help me make better and more informed decisions for the citizens in my special district."

Henry Miller, Trustee
Temecula Public Cemetery District

Recognitions and Scholarships

TWO GREAT EVENTS AT CONFERENCE



"My overall impression was that the event was very well organized. Probably the best I have ever attended."

George Emerson, Director
Goleta Sanitary District

Submit for Awards!

RECOGNIZE YOUR PEERS

Do you have a board member, staff member, local chapter or program you feel deserves recognition?

Each year, CSDA presents various awards during the CSDA Annual Conference and Exhibitor Showcase. Please consider outstanding individuals within your districts for individual awards. Chapter awards and district awards are also open for nominations. Visit conference.csda.net for more information. If you have any questions regarding the awards or process, please contact Charlotte Lowe, executive assistant, toll-free at 877.924.2732 or by email at charlottel@csda.net. Additional information and forms can be found at www.conference.csda.net.

Deadline for submissions is Friday, August 7, 2015. All applicants will be notified prior to the Annual Conference as to the winner. Winners will be awarded at the CSDA Annual Conference & Exhibitor Showcase during the Awards Luncheon on Wednesday, September 23.

CSDA Annual Awards Luncheon will be held

Wednesday, September 23

12:30 – 2:00 p.m.

Awards include: Board President, General Manager and Chapter of the Year; the prestigious William Hollingsworth Award of Excellence, Special District Leadership Foundation (SDLF) awards and more!



"As a new member, we couldn't be more pleased with the CSDA Annual Conference & Exhibitor Showcase."

Felix Hernandez III, General Manager
Bodega Bay Public Utility District

Fundraising for Scholarships

SDLF is an independent, non-profit organization formed to promote good governance and best practices among California's special districts through certification, accreditation and other recognition programs.

SDLF and its activities are supported through the California Special Districts Association and Special District Risk Management Authority. SDLF offers a number of scholarships for districts, designed to help special district elected/appointed officials and staff participate in the Foundation's programs and other educational offerings. These scholarships include: Dr. James Kohnen Scholarship, John Yeakley Special District Administrator Scholarship and the Education Allowance Fund. More information can be found at www.sdlf.org

Taste of the City

BBQ, Blues & Brews will be held

Wednesday, September 23

6:00 – 8:00 p.m.



**SPECIAL DISTRICT
LEADERSHIP FOUNDATION**

7:30 a.m. – 6:00 p.m.

Exhibitor Showcase Open

7:30 – 8:45 a.m.

Continental Breakfast with the Exhibitors (RAFFLE)



9:00 – 10:45 a.m.

Opening Keynote Presentation

Peter Sheahan, Founder and CEO of ChangeLabs™ and author of six books, including the international bestsellers *FLIP* and *Generation Y*. **FLIP! Creative Strategies for Turning Challenges into Opportunity and Change into Advantage**

11:00 a.m. – 12:00 p.m. (BREAKOUT SESSIONS)

Required Ethics AB 1234 Compliance Training (part 1)

MEYERS NAVE

This two-part training covers general ethics principles and state laws related to: personal financial gain by public servants; conflict of interest, bribery and nepotism; gift, travel and mass-mailing restrictions; honoraria; financial interest disclosure and competitive bidding; prohibitions on the use of public resources for personal or political purposes; the Political Reform Act; the Brown Act open meeting law and the California Public Records Act. *Must attend both sessions in order to receive your certificate.*

Ongoing Drought and California's New Sustainable Groundwater Management Act Creates New Challenges for Local Agencies

KRONICK, MOSKOVITZ, TIEDEMAN & GIRARD

With ongoing drought and last year's passage of the Sustainable Groundwater Management Act (SGMA), California special districts are being forced to navigate uncharted legal and technical territory. This session will provide the latest updates on drought management and provide a comprehensive review of the SGMA, which sets an aggressive multi-year timeline for local agencies in groundwater basins throughout the State to coordinate and develop groundwater management plans to achieve sustainability.

The 3 Cs: Using Communications, Consistency and Cooperation to Benefit Your District

DAVID ARANDA

Districts of all shapes and sizes face the difficult task of being efficient, effective leaders for the community. Gain an understanding of how three simple words carry a powerful punch in allowing your district and the board, management and staff to service excellence.

(BREAKOUT SESSIONS CONTINUED)

Smooth Sailing: Navigating an Audit by the State or Federal Government

ALESHIRE & WYNDRER LLP

Following an audit from the State Controller on two special districts, the Controller has called for more oversight of California special districts. The controller cited serious failures of the audited districts with respect to financial internal control procedures, comparing such failures to the serious failures in Bell. Learn what they are looking for and how best to navigate through an audit successfully.

New Developments in the Brown Act: What Special Districts Need to Know

LIEBERT CASSIDY WHITMORE

Agencies must know how to comply with the complex set of laws found in the Brown Act, which governs how boards must meet in public. In this session, we will go over common mistakes districts make with the Brown Act, including the intricacies involved with closed sessions, administrative decisions, litigation and settlements. This workshop will also explain the new amendments to the Brown Act addressing transparency, which can pose a challenge for districts.

Design-Build Delivery and Beyond—Alternate Delivery or Alternate Reality in CA Public Works Construction

ATKINSON, ANDELSON, LOYA, RUUD & ROMO

Law has been revised in the past several months to allow, under certain conditions, local agencies and public entities to contract using the design-build method. The goal of this workshop is to educate about the design-build delivery method and the qualifications and legal requirements to implementing such a project in the state of California. Design-build is recognized as an alternative to traditional design-bid-build and this workshop will educate the audience as to the pros and cons of choosing design-build over other delivery methods.

Lunch with the EXHIBITORS



12:00 – 1:45 p.m.

Lunch with the Exhibitors

(all registered attendees welcome)

Attend lunch in the exhibit hall where a deli buffet will be served along with the chef's award winning clam chowder.



2:00 – 3:15 p.m. (BREAKOUT SESSIONS)

Required Ethics ABI234 Compliance Training (part 2)
MEYERS NAVE

Description can be found on Tuesday, Sept. 22 in the 11:00 am time slot.
Must attend both sessions in order to receive your certificate.

Water and Sewer Rates: From Defensibility to Tailor-Made Rate Design
NBS

Setting fair and defensible water and sewer rates requires utility managers to carefully balance a number of competing requirements and objectives. This session will cover how to go through the rate-setting process and develop a defensible rate structure.

Public Records Pitfalls and How to Avoid Them

ATKINSON, ANDELSON, LOYA, RUUD & ROMO

Come away with an understanding of the basic requirements of the California Public Records Act. The discussion will focus on practical approaches to difficult situations public officials and employees may face in responding to requests for information and records from the public, particularly when controversial or potentially damaging information is requested.

CEQA: What Special Districts Need to Know in 2015 and Beyond

BEST BEST & KRIEGER LLP AND DUDEK AND ASSOCIATES

Most actions taken by special districts need to comply with CEQA. But in the fast-changing world of CEQA litigation, it is difficult to keep up. This panel will address recent changes to CEQA from legislation and 2015 cases.

CalPERS: Strategic Issues Update

CalPERS

Deputy Executive Officer of External Affairs Robert Glazier will share an update on key pension, health, and investment issues that will help guide the way special districts plan for retirement and health care. This session will include a description of CalPERS business functions, customer service and opportunities to engage at all levels before, during and after a policy is set.

Peak GM Performance: Three Perspectives

BHI MANAGEMENT CONSULTING

This seminar presents the results of a broad survey that asks just that question, "What Makes a Great General Manager?" The survey, sent to over 2,000 special district individuals throughout the country, will be presented by Brent Ives and David Aranda of BHI Management Consulting. They will relate their findings to their organizational consultancy with districts in California.

3:30 – 4:30 p.m. (BREAKOUT SESSIONS)

Advanced Media Relationships: When the Going Gets Tough, Step it Up!

COMMUNICATION ADVANTAGE

This session will help special districts elevate their public outreach and media relations skills beyond merely answering questions and stating the facts. We will explore strategically planning messaging for longer-term issues, projects and crises, and proven techniques to handle controversial issues.

Furious 7 (Hundred). A Fast Class on FPPC Compliance

ATKINSON, ANDELSON, LOYA, RUUD & ROMO

The attendee will learn the various ethics and conflict of interest requirements, including legal prohibitions and mandated disclosure obligations under California Law. This breakout will be useful for public officials and employees who are required to file Form 700s.

Negotiating with Employee Organizations – How to Avoid Disasters

BEST BEST & KRIEGER LLP

A summary of legislative changes related to public sector labor relations over the past year and a review of recent decisions from the Public Employment Relations Board affecting how special districts must interact with employee organizations.

Is Your District as Good as it Could Be? What Your Board and Staff Can Do to be Even Better

RAUCH COMMUNICATION CONSULTANTS

How your board, manager and staff can work together as a team to improve every aspect of your district through smart planning, clear internal communication and adherence to proper roles and relationships.

Payments for State Mandates & What Programs are Still Available

NICHOLS CONSULTING

With the State's fiscal outlook improving, the State began making payments for the outstanding programs in October 2014. More programs are expected to be paid this fall with additional and final payments possible in 2016. At this session attendees will learn what payments have been made, what they represent and what payments are likely to be paid in the fall of 2015 and 2016.

Mix & Mingle in the EXHIBIT Hall

4:30 – 6:00 p.m.

Mix & Mingle in the Exhibit Hall: Grand Prize Drawings

(all registered attendees welcome)

Connect with exhibitors in the exhibit hall for a cocktail and appetizer before you head out to dinner. Be sure to enter for one more chance to win one of our fabulous prizes!



Entertainment by jazz duet Dizzy Burnett and Grover Coe, covering jazz, blues, and popular standards with pizzazz.

8:15 – 9:00 a.m.

SDRMA Sponsored Full Plated Breakfast



9:00 – 10:45 a.m.

SDRMA General Session, Safety Awards, and Keynote Presentation Michael Bazzell,
Computer Security Specialist & Privacy Consultant,
author of *Hiding from the Internet: Eliminating Personal Online Information and Personal Digital Security: Protecting Yourself from Online Crime*
Hiding from the Internet

11:00 a.m. – 12:15 p.m.

CSDA Finance Corporation Board and Annual Meeting

11:00 a.m. – 12:15 p.m. (BREAKOUT SESSIONS)

Liability - What Exactly is a Dangerous Condition of Public Property?

SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY (SDRMA)
This workshop will discuss the legal issues relating to the public entity's statutory duty regarding premises/operations liability exposures. Is every condition dangerous? Does there have to be a physical "defect" to be dangerous? What is a trivial defect? We will discuss current California law and recent court decisions affecting public entity liability.

Rock the Vote without Rocking the Boat: Election Laws

ATKINSON, ANDELSON, LOYA, RUUD & ROMO

This topic covers laws applicable to special district elections, including but not limited to the restriction on the use of district resources for campaigning, validation actions, and ballot measure elections. It will cover the latest cases and statutes that impact such elections.

Informing Solid Board Decisions

KAMPA COMMUNITY SOLUTIONS LLC

This session will provide district board members and managers with the tools necessary to optimize the amount and type of agenda-supporting information provided to the board and public in advance of each meeting so they can prepare to make knowledge-based decisions while providing a solid public record to increase transparency and accountability.

Stop Fraud Before it Starts: Internal Controls and Fraud Prevention for Those Charged With Governance

ROGERS ANDERSON MALODY & SCOTT LLP

This session will cover internal controls and fraud prevention. Attendees will become familiar with internal controls and the control environment, policies and procedures and the evaluation of internal controls, learn causes of fraud and preventing fraud, and learn common types of fraud.

(BREAKOUT SESSIONS CONTINUED)

Building Relationships in the Capitol: A Panel Discussion
CSDA

Do new laws imposed at the Capitol keep impacting your district's budget and operations? How can your district start impacting the State Capitol? Learn some simple steps for building successful relationships with decision-makers in the Capitol and how those relationships can benefit your district! You will be sure to come away from this session with some new dos and don'ts and tips and tricks. We will cover everything from the basics to the more advanced efforts, like branding your district in the Capitol and identifying surrogates.

Affordable Care Act – Planning to Deal with the Pay-or-Play Penalties Effective 1/1/15

HANSON BRIDGETT LLP

Effective 2015, significant tax penalties will apply to large employers who do not offer qualifying health coverage to substantially all full-time employees. Join us for a comprehensive overview of the employer-shared responsibility rules, and what you need to do to comply with the new law to avoid these penalties. Learn what you need to know about how these rules may affect both the financial and administrative aspects of your business operations. We will also discuss the new information reporting requirements that apply beginning in 2016 for coverage offered in 2015.

Strategies to Lower Both Your OPEB and Pension Liabilities
PARS

This session will address the latest funding strategies and trends to reduce both OPEB and pension liabilities. Our expert panel will address questions your district needs to know such as: How can my district reduce its retiree health care obligations? What benefit and funding strategies should my district consider? What options do I have available to lower my pension liabilities and improve my NPL (GASB 68)?

CSDA Annual AWARDS LUNCHEON



12:30 – 2:00 p.m.

CSDA Annual Awards Luncheon

(all registered attendees welcome)

Join us as we celebrate the best of special districts with awards including: Board President, General Manager and Chapter of the Year, the prestigious William Hollingsworth Award of Excellence, Special District Leadership Foundation (SDLF) awards and more!



2:15 – 3:30 p.m. (BREAKOUT SESSIONS)

Building Better Buildings: What to do Before you Begin Construction

CSDA FINANCE CORPORATION, LIEBERT CASSIDY WHITMORE AND WARD YOUNG ARCHITECTURE & PLANNING

Join finance, legal and architecture experts who will help you plan for a successful building project. Attendees will learn: how to select an architect; the process for design; about arranging financing sources and entering into finance agreements; preparing for bidding; an overview of the bidding process including authorization from the board to obtain bids and the notice to proceed; and contractor requirements. Don't put on your hard hat until you attend this session!

Liability – Employment Law Update

SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY (SDRMA)

This workshop will discuss the current status of California Employment Law. Between the Legislature and the courts, employment law is subjected to constant change. We will discuss pregnancy disability leave laws; the good faith interactive process; reasonable accommodations and protected leave (FMLA/CFRA).

Workers' Compensation – The Clock is Ticking

SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY (SDRMA)

This workshop will discuss the specific statutory time limits involving the notification of a workers' compensation claim and the provision of medical treatment and disability benefits to the injured employee. When does Temporary Disability start? And when does it stop? How long do Permanent Disability payments last?

Financial Leadership: A Guide to Special District Fiscal Health

JAMES MARTA & COMPANY LLP, CPAs

Special district best practices identify specific policies and procedures as contributing to improved special district management. This session aims to promote and facilitate positive change rather than merely codify current accepted practice. We will discuss and share current and best practices for: accounting, auditing and financial reporting, budgeting and fiscal policy, long-term fiscal management, reserves, information technology, and financial leadership. This session is designed to be interactive so participants can share what works and what doesn't given current economic conditions, staffing and management.

SB 854: Administration of Prevailing Wage Requirements on Public Projects

CONTRACTOR COMPLIANCE AND MONITORING

SB 854 is requiring new contract clauses, new registration of public works projects by agencies, new requirements for contractors and new rules and regulations relating to the implementation and delivery of certified payrolls. The DIR will roll out its new eCPR program in May with lots of "new improvement" throughout the year. Come learn about the new requirements and best practices in managing new prevailing wage obligations for agencies.

Can't We All Just Get Along? Keys to Understanding and Working with Your LAFCo

CALAFICO AND MONTEREY LAFCO

Do you ever wonder who LAFCo really is and why they make the decisions they do? As a special district are you represented on your region's LAFCo and a part of that decision-making process? Join us for this fun and informative session in which you will be given the keys to understanding and working with your LAFCo. We will discuss LAFCo authority (the can-do and the cannot-do), share insights on why decisions are made the way they are, and explore the changing landscape of LAFCOs and special districts.

Onboarding the Board: Properly Preparing New Board Members for Service

BHI MANAGEMENT CONSULTING

New board members need a good start. Proper and comprehensive orientation to public service, decision making, communications, roles and responsibilities and authorities is crucial as they begin their service to the public. The instructor will provide you with what you ought to know as a new board member; as well as what you should do as an agency to properly prepare for effectively onboarding your new members.

"This conference gave me insight and solutions to issues that my district is seeking to overcome."

Al Morrisette

Phelan Pinon Hills Community Services District



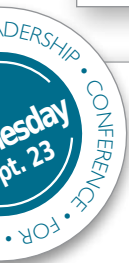
2014 Chapter President of the Year Presented by Brent Ives to Kathleen Coates Hedberg.



2014 Innovative Program Award Presented by Marty Boyer (left) to Administrative Support Supervisor Becky Aguilar, Monterey Regional Waste Management District.



Brent Ives prepares to announce the 2014 Chapter President of the Year award during the Annual Awards Luncheon.



3:45 – 4:45 p.m. (BREAKOUT SESSIONS)

Brown Act Update – Can We Talk?

SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY (SDRMA)

This workshop will focus on how and when board members communicate in order to comply with the Brown Act. Is every communication, regardless of the form or type, subject to the Brown Act? Is an agenda really necessary? Is every document a public record? What is a privileged statement?

GASB Reporting Requirements and Their Impact on Your Special District

MANN URRUTIA NELSON CPAs

The governmental accounting and financial reporting landscape gets more complex each year. Some of the more complex GASB pronouncements have been issued in recent years can have a major impact on your district's finances. This course will provide you with an update of GASB requirements and provide relevant steps you can take to minimize their impact on your district.

Welcome to the Fishbowl: An Interactive Government Ethics Workshop

HANSON BRIDGETT LLP

Come take a turn in the hot seat, try to stump your friends or just watch the show as we take a trip through Ethicsland and the unpredictability of local government. Join us as we practice applying rules concerning conflicts of interest, government transparency and more! This is not your grandma's ethics training.

(BREAKOUT SESSIONS CONTINUED)

Special District Financing and Ballot Measures from A to Z

RICHARDS WATSON GERSHON

Economically-challenging environments call for effective financing solutions. A team of professionals will walk you through the various types of special district financing measures, including special ballot measures, and provides insight into the legal challenges and pitfalls to avoid, as you work through the process of seeking needed revenue to support your work.

Coaching for Performance

CPS HR CONSULTING

The three keys to successful leadership are knowing your people, getting results and establishing a positive work environment. Coaching is the leadership competency that creates development and growth within all three keys. Coaching is a process that enables learning and development to occur and performance to improve. We will explore this process and how you can improve performance and overcome barriers.

Get the Most Out of Your Board Committees

KAMPA COMMUNITY SOLUTIONS, LLC

Using committees of the board can be one of the most effective time management strategies to keep regular board meetings focused and on task. Committees inform the decisions of the full board by engaging the public in discussions, providing a venue for sharing thoughts and ideas in a less formal setting, and reviewing options and staff recommendations. This session will provide methods to guide management and the board in establishing proven effective committees, defining their roles and responsibilities, and creating operating procedures that really work.



Special District Leadership Foundation (SDLF)

TASTE OF THE CITY

6:00 – 8:00 p.m.

BBQ, Blues & Brews

Join us for an evening of all things awesome...BBQ, Blues and Brews! Sample local BBQ and craft brews while we enjoy the band Bleu, featuring a soulful set list of vintage blues, gospel and Americana music.

This party has a purpose. Attendees at this reception will have the opportunity to participate in the SRLF silent auction to raise funds for scholarships for the Special District Leadership Foundation programs. A special wine raffle will also be held at 7:30 p.m. Be sure to purchase tickets throughout the conference for the chance to win a deluxe 35-bottle wine cellar fully-stocked - *almost a \$1,000 value*. You must be present to win!



8:30 – 10:00 a.m. (BREAKOUT SESSIONS)

Community Engagement without Breaking the Bank

SCI CONSULTING GROUP

Positive, consistent engagement forms the basis for strong ongoing community support of special districts. There are easy ways to make outreach and education part of the standard operating procedures without hurting a budget.

Chapter Roundtable Discussion

Join CSDA board members and local chapter leaders from across the state to share best practices and discuss issues and opportunities.

Generations in the Workplace

PLACER COUNTY WATER AGENCY

For the first time in history, four and perhaps five generations may be working side-by-side in our organizations. The differing values, beliefs and perspectives that result from this multi-generational workforce can create challenges among employees and for managers. This session will explain generational differences and provide strategies to recruit, retain and engage a productive and motivated workforce.

Disruptive Behavior at Board Meetings: Balancing the Constitutional Rights of Citizens with the Duty to Conduct Meetings in an Orderly Manner

COTA COLE LLP

Board members and district staff are occasionally required to address the disruptive behavior of citizens during board meetings. In addressing disruptive behavior, districts must carefully balance their duty to preserve order and decorum with the constitutional rights of their citizens. This session will address what pitfalls to avoid in dealing with disruptive parties and what the more legally defensible options are for maintaining order at meeting.

Drought Discourse: A Panel Discussion:

KAMPA COMMUNITY SOLUTIONS (MODERATOR), CALIFORNIA STATE WATER RESOURCES CONTROL BOARD – DIVISION OF FINANCIAL ASSISTANCE, METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA AND CALIFORNIA WATER COMMISSION
Join us for a lively panel discussion regarding all things related to the California drought. Learn more about emergency drought legislation, including where the money is dedicated, how to apply for it, and how agencies can be successful in the application process, how drought conditions are affecting all types of special districts, new conservation requirements and more.

Uh-Oh! How to Steer the Ship Back to Safety in Emergency Situations

MEYERS NAVE

Natural disasters, political dramas, personnel issues, and capital projects gone awry are just some possibilities that could plunge a district into emergency mode. We'll provide the tools to navigate these crises with composure, in both short- and long-terms.

10:15 a.m. – 12:00 p.m. (CLOSING BRUNCH)

2015 Legislative Update:

The Impact on Your Special District

CSDA's advocacy team will present attendees with the most up-to-date information on the outcome of the biggest state budget and legislative issues impacting special districts in 2015, as well as a sneak peak of what to expect in 2016. This year included major proposals on property taxes, new "green" local revenue opportunities, mandates, mandates, and the continued implementation of public employee pension reforms. Get all the latest legislative results and learn what they mean for special districts going forward.



Kyle Packham



Christina Lokke



Dillon Gibbons



Jimmy MacDonald

"These conferences are a great, once-a-year opportunity for special district elected officials and managers to share and learn among our peers."

Joe Barget, SDA
Vandenberg Village Community Services District

2015 Conference

SCHEDULE AT A GLANCE

| | |
|---|-------------------------|
| MONDAY, SEPTEMBER 21, 2015 | |
| Registration | 8:00 a.m. - 5:00 p.m. |
| So You Want to Be A General Manager?* | 8:00 a.m. - 3:45 p.m. |
| SDLF: Special District Administrator (SDA) Exam | 9:00 - 11:00 a.m. |
| Building Confidence in Public Speaking* | 9:00 a.m. - 3:00 p.m. |
| Special District Leadership Academy Module 1: Governance Foundations* | 9:00 a.m. - 3:00 p.m. |
| Communication Strategies for Board Members and General Managers* | 12:00 - 3:00 p.m. |
| CSDA Annual Golf Tournament* | 10:00 a.m. - 3:00 p.m. |
| Elk Horn Slough Safari TM and Moss Landing Harbor District Tours* | 10:00 a.m. - 3:00 p.m. |
| Pure Water Monterey Tour* | 12:00 - 3:00 p.m. |
| District NetWorks Meetings | 4:00 - 5:00 p.m. |
| President's Reception with the Exhibitors | 5:30 - 7:30 p.m. |
| TUESDAY, SEPTEMBER 22, 2015 | |
| Registration | 7:30 a.m. - 5:00 p.m. |
| Exhibitor Showcase Open | 7:30 a.m. - 6:00 p.m. |
| Continental Breakfast with the Exhibitors | 7:30 - 8:45 a.m. |
| Opening Keynote Presentation: Peter Sheahan - FLIP! Creative Strategies for Turning Challenges into Opportunity and Change into Advantage | 9:00 - 10:45 a.m. |
| Breakout Session Options | 11:00 a.m. - 12:00 p.m. |
| Lunch with the Exhibitors | 12:00 - 1:45 p.m. |
| Breakout Session Options | 2:00 - 3:15 p.m. |
| Breakout Session Options | 3:30 - 4:30 p.m. |
| Mix and Mingle in the Exhibit Hall + Grand Prize Drawing | 4:30 - 6:00 p.m. |
| Exhibit Hall Closes | 6:00 p.m. |
| WEDNESDAY, SEPTEMBER 23, 2015 | |
| Registration | All day |
| SDRMA sponsored full plated breakfast | 8:15 - 9:00 a.m. |
| SDRMA General Session, Safety Awards and Keynote Presentation: Michael Bazzell - Hiding from the Internet | 9:00 - 10:45 a.m. |
| CSDA Finance Corporation Board Meeting | 11:00 a.m. - 12:15 p.m. |
| Breakout Session Options | 11:00 a.m. - 12:15 p.m. |
| CSDA Annual Awards Luncheon | 12:30 - 2:00 p.m. |
| Breakout Session Options | 2:15 - 3:30 p.m. |
| Breakout Session Options | 3:45 - 4:45 p.m. |
| SDLF Taste of the City Event: BBQ, Blues and Brews | 6:00 - 8:00 p.m. |
| THURSDAY, SEPTEMBER 24, 2015 | |
| Registration | 8:00 a.m. - 12:00 p.m. |
| Breakout Session Options | 8:30 - 10:00 a.m. |
| Closing Brunch: 2015 Legislative Update | 10:15 a.m. - 12:00 p.m. |

* pre-registration/payment required



2015 Conference ATTENDEE REGISTRATION FORM

one form per attendee, please print

Three Ways to Register:

1. ONLINE by visiting the CSDA Annual Conference website at conference.csdanet.net
2. FAX your registration form to 916-520-2465. All faxed forms must include payment.
3. MAIL CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814, please include registration form along with payment. Check should be made payable to: California Special Districts Association.

Not sure if you are a member?

Contact the CSDA office at 877-924-2732 to find out if your agency or company is already a member. To learn more about the benefits of membership contact Cathrine Lemaire at cathrinef@csda.net or call toll-free 877-924-2732.

Registration fee includes:

- President's Reception with the Exhibitors Monday evening
- Keynote Sessions and all Breakout Sessions
- Continental Breakfast with the Exhibitors on Tuesday
- Lunch with the Exhibitors on Tuesday
- Mix and Mingle in the Exhibit Hall on Tuesday
- SDRMA Full Plated Breakfast on Wednesday
- Awards Luncheon on Wednesday
- SDFL "Taste of the City" Reception on Wednesday
- Closing Brunch on Thursday

| | | | | |
|--|--|---|--------------------------------|-----------------|
| Name: | | Title: | | |
| District: | | | | |
| Address: | | | | |
| City: | | State: | Zip: | |
| Phone: | | Fax: | | |
| Email: | | Website: | | |
| Emergency Contact: | | | | |
| Member status: <input type="checkbox"/> Member <input type="checkbox"/> Non-member | | <input type="checkbox"/> Vegetarian <input type="checkbox"/> Any Special Needs: | | |
| Conference Registration Fees | | Early Bird (on or before Aug. 14) | Regular (after Aug. 14) | SUBTOTAL |
| <input type="checkbox"/> CSDA Member - Full Conference | | \$550.00 | \$600.00 | |
| <input type="checkbox"/> Non-member - Full Conference | | \$750.00 | \$800.00 | |
| <input type="checkbox"/> Guest - Full Conference (Cannot be from a district/company) <input type="checkbox"/> Vegetarian | | \$260.00 | \$300.00 | |
| <input type="checkbox"/> CSDA Member - One-day registration <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday | | \$260.00 each day | \$275.00 each day | |
| <input type="checkbox"/> Non-member - One-day registration <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday | | \$375.00 each day | \$435.00 each day | |
| Separate Registration Fees | | Member | Non-member | SUBTOTAL |
| <input type="checkbox"/> Pre-Conference Workshop: SDLA Module 1: Governance Foundations - Sept. 21 | | \$225.00 | \$375.00 | |
| <input type="checkbox"/> Pre-Conference Workshop: Building Confidence in Public Speaking - Sept. 21 | | \$225.00 | \$375.00 | |
| <input type="checkbox"/> Pre-Conference Workshop: Comm. Strategies for Board Members & Gen. Man. - Sept. 21 | | \$125.00 | \$175.00 | |
| <input type="checkbox"/> Pre-Conference Workshop: So You Want to Be A General Manager? - Sept. 21 | | \$100.00 (includes breakfast and lunch) (limited to 20 attendees) | | |
| <input type="checkbox"/> Tour: Moss Landing Harbor District and Elkhorn Slough Safari™ - Sept. 21 | | \$ 48.00 (includes transportation) (limited to 21 attendees) | | |
| <input type="checkbox"/> Tour: Pure Water Monterey, Monterey Peninsula Water Management District and Monterey Regional Water Pollution Control Agency - Sept. 21 | | \$ 45.00 (includes transportation and lunch) | | |
| <input type="checkbox"/> CSDA Golf Tournament - Sept. 21 | | \$ 95.00 (includes lunch) | | |
| <input type="checkbox"/> CSDA Awards Luncheon (Guests only) - Sept. 23 | | \$ 40.00 | | |
| <input type="checkbox"/> SDFL "Taste of the City" Reception (Guests only) - Sept. 23 | | \$ 55.00 | | |
| TOTAL | | | | |
| Payment type: <input type="checkbox"/> Check <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> AMEX <input type="checkbox"/> Discover | | | | |
| Account name: | | Account Number: | | |
| Expiration date: | | Authorized Signature: | | |

Cancellations/Substitution Policy: Cancellations must be in writing and received by CSDA not later than August 28, 2015. All cancellations received by this date will be refunded less a \$75 processing fee. There will be no refunds for cancellations made after August 28, 2015. Substitutions are acceptable and must be done in writing no later than September 4, 2015. Please submit any cancellation notice or substitution request to sharonf@csda.net or fax to 916-520-2465.

Consent to Use Photographic Images: Registration and attendance at, or participation in, CSDA meeting and other activities constitutes an agreement by the registrant to CSDA's use and distribution (both now and in the future) of the registrant or attendee's image or voice in photographs, videotapes, electronic reproductions and audiotapes of such events and activities.



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DEVELOPMENT
WITH CSDA!

McKinleyville Community Services District

BOARD OF DIRECTORS

July 1, 2015

TYPE OF ITEM: **ACTION**

ITEM: E.5 **Consider and Adopt Resolution 2015-19, intent of the McKinleyville Community Services District to reimburse expenditures of the Project Funds provided by the State of California, acting by and through the State Water Board, and Resolution 2015-20 to Pledge Revenues and Funds Related to the Wastewater Management Improvement Project**

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

TYPE OF ACTION: **Roll Call**

Recommendation:

Staff recommends that the Board review all pertinent information, allow public comment and adopt Resolution 2015-19 intent of the McKinleyville Community Services District to reimburse expenditures of the Project Funds provided by the State of California, acting by and through the State Water Board. Adopt Resolution 2015-20 to Pledge Revenues and Funds Related to the Wastewater Management Improvement Project (the Project).

Discussion:

These Resolutions are formalities required to demonstrate to the State Water Board:

Resolution 2015-19, MCSD intends to finance the cost of the Project using funds loaned to it from the State Water Board and Resolution 2015-20, MCSD will pledge revenue and funds collected from the sewer enterprise fund to repay the financing of the project by the State Water Board.

Adopting these resolutions is necessary to finalize the funding agreement for the Project.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Potential for lower than market loans for the WWMF Improvement Project

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Resolution 2015-19
- Attachment 2 – Resolution 2015-20

RESOLUTION 2015 - 19**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT, ITS INTENT TO REIMBURSE EXPENDITURES OF THE PROJECT FUNDS PROVIDED BY THE STATE OF CALIFORNIA, ACTING BY AND THROUGH THE STATE WATER BOARD**

WHEREAS, the McKinleyville Community Services District (the "Agency") desires to finance the costs of constructing and/or reconstructing certain public facilities and improvements relating to its water and wastewater system, including certain treatment facilities, pipelines and other infrastructure (the "Project"); and

WHEREAS, the Agency intends to finance the construction and/or reconstruction of the Project or portions of the Project with moneys ("Project Funds") provided by the State of California, acting by and through the State Water Resources Control Board (State Water Board); and

WHEREAS, the State Water Board may fund the Project Funds with proceeds from the sale of obligations the interest upon which is excluded from gross income for federal income tax purposes (the "Obligations"), and

WHEREAS, prior to either the issuance of the Obligations or the approval by the State Water Board of the Project Funds the Agency desires to incur certain capital expenditures (the "Expenditures") with respect to the Project from available moneys of the Agency; and

WHEREAS, the Agency has determined that those moneys to be advanced on and after the date hereof to pay the Expenditures are available only for a temporary period and it is necessary to reimburse the Agency for the Expenditures from the proceeds of the Obligations.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the McKinleyville Community Services District does hereby order and determine as follows:

SECTION 1. The Agency hereby states its intention and reasonably expects to reimburse Expenditures paid prior to the issuance of the Obligations or the approval by the State Water Board of the Project Funds.

SECTION 2. The reasonably expected maximum principal amount of the Project Funds is \$19,839,730.

SECTION 3. This resolution is being adopted no later than 60 days after the date on which the Agency will expend moneys for the portion of the Project costs to be reimbursed with Project Funds.

SECTION 4. Each Agency expenditure will be of a type properly chargeable to a capital account under general federal income tax principles.

SECTION 5. To the best of our knowledge, this Agency is not aware of the previous adoption of official intents by the Agency that have been made as a matter of course for the purpose of reimbursing expenditures and for which tax-exempt obligations have not been issued.

SECTION 6. This resolution is adopted as official intent of the Agency in order to comply with Treasury Regulation §1.150-2 and any other regulations of the Internal Revenue Service relating to the qualification for reimbursement of Project costs.

SECTION 7. All the recitals in this Resolution are true and correct and this Agency so finds, determines and represents.

ADOPTED, SIGNED AND APPROVED at a duly called meeting of the Board of Directors of the McKinleyville Community Services District on the 1st day of July, 2015 by the following polled vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

John Corbett, Board President

CERTIFICATION

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the McKinleyville Community Services District held on July 1, 2015.

Attest:

Becky Schuette, Board Secretary

RESOLUTION 2015 - 20

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MCKINLEYVILLE
COMMUNITY SERVICES DISTRICT TO PLEDGE REVENUES AND FUNDS**

WHEREAS, McKinleyville Community Services District (the "Entity") applied for Clean Water State Revolving Funds with the State Water Resources Control Board (SWRCB),

WHEREAS, the SWRCB requires a resolution to pledge revenue and funds

WHEREAS, the Entity desires to construct a project including Pretreatment, Aeration, Secondary Clarification, and

WHEREAS, the Entity intends to finance the construction of the project with money provided by the State of California by and through the SWRCB

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the McKinleyville Community Services District does hereby dedicate and pledge the Wastewater Enterprise fund and Net Revenues thereof for payment of any and all Clean Water State Revolving Fund and/or Water Recycling Funding Program financing for the McKinleyville Community Services District Wastewater Management Facility Improvement Project 8034-110 (the "Project"). The Entity commits to collecting such revenues and maintaining such fund(s) throughout the term of such financing and until the Entity has satisfied its repayment obligation here under unless modification or change is approved in writing by the SWRCB. So long as the financing agreement(s) are outstanding, the Entity's pledge hereunder shall constitute a lien in favor of the SWRCB on the foregoing fund(s) and revenue(s) without any further action necessary. So long as the financing agreement(s) are outstanding, the Entity commits to maintaining the fund(s) and revenue(s) at levels sufficient to meet its obligations under the financing agreement(s).

ADOPTED, SIGNED AND APPROVED at a duly called meeting of the Board of Directors of the McKinleyville Community Services District on 1st day of July, 2015 by the following polled vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

John Corbett, Board President

CERTIFICATION

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the McKinleyville Community Services District held on July 1, 2015.

Attest:

Becky Schuette, Board Secretary

McKinleyville Community Services District

BOARD OF DIRECTORS

July 1, 2015

TYPE OF ITEM: **ACTION**

ITEM: E.6 **Approve Adams Commercial General Contracting as the successful bidder associated with bids received for Teen and Community Center Construction Project and Authorize General Manager to execute a Construction Contract**

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

TYPE OF ACTION: **Roll Call**

Recommendation:

The Staff recommends the Board:

- Review the information provided, air question and open public comment;
- Declare Adams Commercial General Contracting to have the lowest responsible BASE BID;
- Award the contract for construction of the Teen and Community Center to Adams Commercial General Contracting for a base bid of \$1,928,310;
- An additional amount of \$34,000 for Alternates 2 and 3;
- For a total contract amount of \$1,962,310
- Authorize the General Manager to sign the necessary documents to allow the award of the contract and the notice to proceed

Discussion:

The Teen Center is an approximately 6,700 square foot addition to the Activity Center. After bids were received and rejected in November of 2014, the design was reevaluated to create a more cost effective solution. Subsequently, a revised design package was put out to bid in late April 2015. The bid closed on June 10, 2015 at 3:00 pm.

There were 6 total bids received. All of the bidders acknowledged all addenda and provided Bid Bonds. A review of the received subcontractor lists and bid forms indicated that all Bidders were deemed "Responsible."

The following table lists all contractors, bids received and their ranking.

| Rank | Bidder | Base Bid Amount | RESPONSIBLE BIDDER |
|------|--------------------------------------|--------------------|-----------------------|
| 1 | Adams Commercial General Contracting | \$1,928,310 | Yes |
| 2 | Randy Hill Construction | \$1,930,000 | Yes |
| 3 | Danco Builders Northwest | \$1,950,299 | Yes |
| 4 | Sequoia Construction Specialties | \$2,080,000 | Yes |
| 5 | Pierson Company | \$2,154,000 | Yes |
| 6 | Dinsmore Construction Company | \$2,301,500 | Yes |

The bid spread between the 6 bidders \$1,928,310 and \$2,301,500. The second place responsible bidder was less than \$1,700 from the first bidder. The bid spread between 1st and 2nd was less than 1/10th of 1%. The spread between the top 3 bidders was 1.1%.

The lowest responsible Bidder was determined by the Base Bid Amount and it has been determined to be Adams Commercial General Contracting of Eureka, CA.

In order to give the District flexibility in the project budget, the project was assembled as a Base Bid with several designated Deductive & Additive Alternates. A description of the Alternates is listed below:

Deductive Alternate 1:

Deductive alternate #1 shall provide for the removal of the pervious pavers for the entry plaza and removal of the 3 benches, as identified on Sheet A1.04 and other sheets. In its place, bidders shall provide for a standard broom finished concrete, natural grey color. Base bid is for this area to be installed as a combination of pervious pavers, concrete, and benches, per construction documents.

Approx. valuation: (\$16,000)

Discussion points:

Sustainability has been discussed as a priority of the District and sustainability concerns are at the forefront of issues facing today's youth. Pervious pavers allow water to percolate through the paving systems reducing surface water flow across impervious surface and help reduce site area needed for Storm Water

retention basins. Coupled with the State's on-going drought, the inclusion of the pervious pavers provides an excellent example of the District leading by example. The alternate also includes site benches. If this alternate is accepted, the exterior seating in front of the center would be removed.

Recommendation: Decline.

Additive Alternate 2:

Additive alternate #2 shall provide for the addition of all casework identified as Alternate #2 on the Drawings on Sheet A3.10 and other sheets. These areas include the bench casework at Quiet Room #102, additional reception counter casework & storage (Lobby 101), and Gaming Casework (Room #109). All power or data pathways as part of this casework shall be provided as part of the Base Bid.

Approx. valuation: \$22,100

Discussion points:

As part of the value engineering process that took place between the first and second bids, areas of casework were evaluated to identify minimum needs vs. desired needs. The Base Bid includes a small reception counter, casework within the classrooms, the community case and minimal shelving in the study/quiet/library room. The apparent low bidder, Adams Commercial General Contracting, also had the lowest price to include the additional desired casework; this includes additional entry counter and storage, secure gaming specific casework and bench and counter, as well as expanded casework for the study/quiet/library room. Should the District elect to install this at a later date, it is unlikely that the indicated casework could be fabricated and installed for the current bid price do to the benefits of economy of scale.

Recommendation: Accept

Additive Alternate 3:

Additive alternate shall provide for the addition and installation of the exterior window sun shade devices (Section 107113 and on the Drawings). Base Bid does not include these items.

Approx. valuation: \$12,000

Discussion points: The exterior window shade devices help create a striking visual aesthetic of the Teen Center. Functionally, they provide for the reduction of solar heat gain along the south facing windows, helping to reduce day to day

operational cost of the facility and improve the sustainability aspects of the building.

These are typically installed at the same time as the windows. As such, if declined, it would not be cost effective to install after building occupancy, since they are anchored by internal supports.

Recommendation: Accept

Deductive Alternate 4:

Deductive alternate #4 shall provide for the removal of the interior fiberboard paneling in 2 locations (Lobby 101) as identified on the Drawings on Sheet A3.10 and other sheets. In its place, Bidders shall provide for a level 4 finished gypsum board and painted per the Contract Documents.

Approx. valuation: (\$2,000)

Discussion points:

Several portions of the interior wall surfaces are treated with the same exterior siding material as the exterior helping achieve the North Coast vernacular aesthetic on the interior of the facility. More importantly, however, this material provides substantial protection from wear and tear on the walls, which are expected to receive heavy use. If the wall treatment is removed, the walls would be painted gypsum board.

Recommendation: Decline

Additive Alternate 5

Additive alternate #5 shall provide for the addition and installation of the full length mirror, ballet bar, curtain track and curtain in Room 103, as identified on the Drawings on Sheet A3.10 and other sheets. Base bid shall be painted gypsum board per Contract Documents.

Approx. valuation: \$3,593

Discussion points:

Within the design process, a request was made to add a ballet bar, full length mirror and curtain screen in classroom 103. This was value engineered as part of the rebid. This alternate, if accepted would include these items back into the project.

Since this was a late addition to the design, and it is anticipated that the classroom will receive heavy use, it may prove prudent to assess the usage of the classroom before moving forward with this alternate. Additionally, since everything involved in the alternate would be surface applied, should the District elect to move forward with this at a later date, all items can be easily installed, and with minimal expenditure.

Recommendation: Decline

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

The Architect's estimate was \$1,860,000

| | |
|---|-------------|
| Project Low Bid Plus Alternatives: | \$1,962,310 |
| Loan Amount: | \$1,400,000 |
| Difference between loan amount and Low bid: | (\$562,310) |
| Parks and Recreation Cash including Quimby and Measure B: | \$1,282,266 |
| Remaining Parks and Recreation Cash: | \$719,956 |

The loan amount was determined by calculating half the total Measure B revenues for the next 18 years and subtracting the financing costs (interest Rates).

Environmental Requirements:

Completed as part of the Building Permit process

Exhibits/Attachments:

- Attachment 1 – Table of Bidders, Ranked
- Attachment 2 – Adam's Construction Full Bid Form
- Attachment 3 – Draft Construction Contract

McKinleyville Community Services District

Teen Center Bid results

June 10, 2015

Date:

Bid Time: 3:00 PM

| Rank | Bidder | Acknowledgement of: | | | | RESPONSIBLE BIDDER | BASE BID AMOUNT | Alt. 1 | Alt. 2 | Alt. 3 | Alt. 4 | Alt.5 |
|------|--------------------------------------|---------------------|------------|------------|------------|--------------------|-----------------|--|---|---|---|--|
| | | Addendum 1 | Addendum 2 | Addendum 3 | Addendum 4 | Bid Bond | | Removal of pervious pavers & benches - replace with concrete | Inclusion of additional casework in quiet room, recpt, and gaming | Add sun shade devices at exterior windows | Remove interior paneling use level 4 gyp finish instead | Add mirror, ballet bar, curtain in classroom |
| 1 | Adams Commercial General Contracting | Yes | Yes | Yes | Yes | Yes | \$1,928,310 | \$ (16,000) | \$ 22,100 | \$ 12,000 | \$ (2,000) | \$ 3,593 |
| 2 | Randy Hill Construction | Yes | Yes | Yes | Yes | Yes | \$1,930,000 | \$ (22,613.06) | \$ 35,583.77 | \$ 4,892.75 | \$ (2,158.66) | \$ 5,620.87 |
| 3 | Danco Builders Northwest | Yes | Yes | Yes | Yes | Yes | \$1,950,299 | \$ (6,500) | \$ 31,176 | \$ 16,170 | \$ (3,150) | \$ 4,148 |
| 4 | Sequoia Construction Specialties | Yes | Yes | Yes | Yes | Yes | \$2,080,000 | \$ (18,121) | \$ 29,800 | \$ 12,000 | \$ (1,500) | \$ 2,500 |
| 5 | Pierson Company | Yes | Yes | Yes | Yes | Yes | \$2,154,000 | \$ (14,100) | \$ 29,691 | \$ 11,000 | \$ (2,500) | \$ 2,400 |
| 6 | Dinsmore Construction Company | Yes | Yes | Yes | Yes | Yes | \$2,301,500 | \$ (15,800) | \$ 32,700 | \$ 12,000 | \$ (4,700) | \$ 4,300 |

Project shall be awarded based upon the Base Bid Amount, contingent upon Board Approval. Adams Commercial General Contracting is the apparent lowest responsible bidder.

Bidder Contact info

Brian@sequoiaconst.com

dean.b@piersoncompany.com

will@accginc.com

gloria@digitalpath.act (Randy Hill)

dirk@dinsmoreconstruction.com

mdibble@danco-group.com

ATTACHMENT A - IDENTIFICATION SHEET

RESPONDENT TO COMPLETE AND RETURN WITH BID

Type or print the following information:

Company: Adams Commercial General Contracting, Inc.

Address: 217 E St.

Eureka CA 95501
(City) (State) (Zip)

Name: Will Adams

Title: President

Telephone: (707) 443-6000 Fax: (707) 268-8381

MY BID IS ATTACHED AND IDENTIFIED AS:

Adams Commercial General Contracting, Inc.

Years in business: 9

Number of employees: 25

Name of Insurance carriers: _____

Public Liability: United Specialty Insurance Expires: 10/20/15

Workers' Compensation: State Fund Expires: 7/22/16

NOTE: Proof of maintenance of adequate insurance will be required before an award will be made to CONTRACTOR. If not already on file with the District, be sure it accompanies your Bid response.

The undersigned, having carefully read and examined the contract documents, and being familiar with (1) all the conditions applicable to the work for which this bid is submitted; (2) with availability of the required equipment, materials and labor hereby agrees to provide everything necessary to complete the work for which this bid is submitted in accordance with the Bid documents for the amounts quoted herein and further agrees that if this bid is accepted, within five (5) days after the contract is presented for acceptance, will execute, and mail a signed contract to the District.

[Signature]
Signature

6/5/15
Date

ATTACHMENT B - REFERENCES

SIMILAR CONTRACTS PERFORMED: List below contracts under which the Contractor has provided similar services during the past three (3) years.

#1

FIRM NAME: Arcata School District
ADDRESS: 1435 Buttermilk Ln Arcata, CA 95521
PHONE NO.: 707-822-0351 EMAIL: arcatasuperintendent@gmail.com
CONTACT PERSON: Pamela Johnson
DATE OF CONTRACT: 4/14 thru 11/14

#2

FIRM NAME: Bear River Band of the Rednerville Rancheria
ADDRESS: 266 Kezner Ln Colusa, CA 95551
PHONE NO.: 707 733-1900 EMAIL: mathewmattson@brb-nsn.gov
CONTACT PERSON: Mathew Mattson - Executive Director
DATE OF CONTRACT: Multiple Contracts thru _____

#3

FIRM NAME: Siskiyou Design Group
ADDRESS: 303 Bruce St. #A Yreka, CA 96097
PHONE NO.: 530-842-1683 EMAIL: guy@siskiyoudesigngroup.com
CONTACT PERSON: Guy Fryer
DATE OF CONTRACT: Multiple thru _____

ATTACHMENT C

PUBLIC CONTRACT CODE SECTION

In accordance with Public Contract Code Section 10162, the Bidder shall complete, under penalty of perjury, the following questionnaire.

Has the bidder, any officer of the bidder, or any employee of the bidder who has a proprietary interest in the bidder, ever been disqualified, removed, or otherwise prevented from bidding on, or completing a federal, state or local government project because of a violation of law or a safety regulation?

Yes _____ No X _____

If the answer is yes, explain the circumstances in the following space.

PUBLIC CONTRACT SECTION 10232 STATEMENT

In accordance with Public Contract Code Section 10232, the Contractor hereby states under penalty of perjury, that no more than one final unappealable finding of contempt of court by a federal court has been issued against the Contractor within the immediately preceding two year period because of the Contractor's failure to comply with an order of a federal court, which orders the Contractor to comply with an order of the National Labor Relations Board.

BUSINESS AND PROFESSIONS CODE SECTION 7028.15 STATEMENT

In accordance with Business and Professions Code Section 7028.15, the Contractor hereby states that all representations made herein are made under penalty of perjury.

ATTACHMENT C (Continued)

NONCOLLUSION AFFIDAVIT

(Title 23 United States Code Section 112 and Public Contract Code Section 7106)

In accordance with Title 23, United States Code Section 112, and Public Contract Code 7106, the bidder declares that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to submit a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

NOTE: The above Noncollusion Affidavit is part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Noncollusion Affidavit.

Bidders are cautioned that making a false certification may subject the certifier to criminal prosecution.

**ATTACHMENT D –
COST CERTIFICATION
FOR CONSTRUCTION PROJECTS**

McKINLEYVILLE COMMUNITY SERVICES DISTRICT
1656 Sutter Rd.
McKinleyville, CA 95519

Dear Project Manager:

Having reviewed the contract documents and the site(s) of the work, the undersigned hereby proposes to furnish all work, labor, materials, transportation, equipment and services necessary, to complete the work, including State of California and local sales or use taxes, license or permit fees, if any, for the **McKinleyville Teen Center Project**, for the sum of ONE MILLION NINE HUNDRED TWENTY SEVEN THOUSAND THREE HUNDRED TEN Dollars (\$1,928,310). 00

Costs for alternates, if required, shall be included in the Bid Cost Summary.

If awarded the contract, work will commence on the first working day following receipt from the District of the Notice to Proceed. Work to be completed in 270 calendar days.

All bids for construction work shall be presented under SEALED COVER and shall be accompanied by one of the following forms of bidder's security (Public Contract Code 20129).

Enclosed please find a () Cash Deposit; () Cashier's Check, () Certified Check, or (X) Surety Bid Bond (Check as appropriate) of the Travelers Casualty and Surety Company of America

(NAME OF SURETY IF BID BOND IS SUBMITTED)

in an amount not to be less than ten percent (10%) of the amount of bid. If the enclosure is a check or bond, it is made payable to the McKinleyville Community Services District.

The undersigned agrees that the enclosed cash deposit, cashier's check, certified or surety bond accompanying this bid, shall be left on deposit with the District, that its amount is the measure of the liquidated damages which the District will sustain by the default of the undersigned through failure to execute and deliver the above agreement and any required bonds within ten (10) calendar days of written notice of the award of the contract and that the money or surety bond so deposited by the Contractor shall be collectible and become the property of the District in case such default.

ATTACHMENT D – COST CERTIFICATION FOR CONSTRUCTION PROJECTS (Continued)

Listed hereunder is the name(s) of each subcontractor and the address of the mill, shop or office of each subcontractor who will perform work or labor or render service to the undersigned in or about the construction of the work hereinabove described in excess of one-half of one percent of the total bid and the portion of said work which will be done by each subcontractor, if the contract for the said work is awarded to the undersigned. (Attach additional sheet if necessary and note attachment on this page.) (See Government Code Section 4100-4113.)

| <u>Name of Subcontractor</u> | <u>Address</u> | <u>Percentage of Work to be Performed</u> |
|------------------------------|----------------------|---|
| | <i>See Next Page</i> | |
| | | |
| | | |
| | | |

(Copy this sheet if more space needed)

By submission of a bid, a bidder attest to having possession of a duly issued valid contractor's license issued by the State of California. Such license authorizes a bidder to contract to perform type of work required by the specifications. Should the bidder fail to provide below, the number and classification of bidder's State of California Contractor's License, the Owner may reject this bid.

CONTRACTOR: Adams Commercial General Contracting, Inc.

BY: Will Adams

TITLE: President

MAILING ADDRESS: 217 E St.

Eureka CA 95501
(City) (State) (Zip)

TELEPHONE NUMBER: 707-443-6000

STATE OF CALIFORNIA LICENSE NO.: 875823

STATE OF CALIFORNIA LICENSE CLASSIFICATION: B

[Signature]
Contractor's Signature

6/5/15
Date

| <u>Name of Subcontractor</u> | <u>Address</u> | <u>Percentage of work to be performed</u> |
|------------------------------------|---|---|
| Humboldt Framers Alliance, Inc. | 217 E St Eureka, CA 95501 | 20 |
| Eureka Glass Co | 2664 Myrtle Ave Eureka, CA 95501 | 4 |
| Wes Green Landscape Materials | 6360 West End Rd Arcata, CA 95521 | 5 |
| Tera-Lite Inc. | 1631 10th St. San Jose, CA 95112 | 1 |
| DC Insulation | 4078 Cedar St. Eureka, CA 95503 | 1 |
| O & M Industries | 5901 Erksen Way Arcata, CA 95521 | 6 |
| Parker & Sons, Inc. | 2386 Meadow Ln Eureka, CA 95503 | 2 |
| Eureka Floor | 2385 Myrtle Ave Eureka, CA 95501 | 2 |
| Robert Douglas Construction | 859 Washington St Red Bluff, CA | 11 |
| American Industrial Door | 5022 Table Rock Rd Central Point, OR 97502 | 1 |
| East Bay Restaurant Supply | 522 N 12th St. Sacramento, CA 95811 | 2 |
| GE Drywall | POB 493295 Redding, CA 96049 | 4 |
| Orland Cabinet Shop Inc. | 35 A St. Orland CA 95963 | 4 |
| Ceiling Experts Inc. | 8146 Greenback Ln #106 Fair Oaks, CA 95628 | 1 |

| Name of Subcontractor | Address | Percentage of work to be performed |
|------------------------------------|---|------------------------------------|
| Frontier Fire Protection, Inc. | POB 495 Carmichael, CA 95609 | 2 |
| James-Carl Painting & Decorating | 335 W. 14 th St. Eureka, CA 95501 | 2 |
| ROBERTS TILE INC. | POB 6102 SANTA ROSA, CA 95406 | 1 |
| PARTITION SPECIALTIES INC. | 20996 LABYR BLVD. HAYWARD, CA 94545 | 2 |
| REDWOOD EMPIRE ROOFING | POB 671 FERTUNA, CA 95540 | 4 |
| UPM (UNITED PLUMBING & MECHANICAL) | POB 1329 BLVD. LAW, CA 95525 | 5 |
| NORTHCRAST LIGHTING & ELECTRICAL | 1489 HOOVER ST. GUREMA, CA 95501 | 8 |
| ADVANCED SECURITY SYSTEMS | 1336 4 th ST. GUREMA, CA 95501 | 1 |

ATTACHMENT E – BID FORM

REQUEST FOR BID #117 BID FORM

| DESCRIPTION | COST |
|---------------------------------------|---|
| McKinleyville Teen Center, CIP 117 | |
| TOTAL BID (in numbers) | 1,928,310.00 |
| TOTAL BID (in words) | ONE MILLION NINE HUNDRED TWENTY EIGHT THOUSAND THREE HUNDRED TEN DOLLARS |

| BID ALTERNATES | COST (in words) | COST (numerically) |
|------------------|---|--------------------|
| BID ALTERNATE #1 | SIXTEEN THOUSAND | <16,000.00> |
| BID ALTERNATE #2 | TWENTY TWO THOUSAND ONE HUNDRED | \$22,100.00 |
| BID ALTERNATE #3 | TWELVE THOUSAND | \$12,000.00 |
| BID ALTERNATE #4 | TWO THOUSAND | <2,000.00> |
| BID ALTERNATE #5 | THREE THOUSAND FOUR HUNDRED NINETY THREE | \$3,593.00 |

ADDENDA

Bidder acknowledges receipt of the following addendum (if issued):

Addendum 1: _____ X
 Addendum 2: _____ X
 Addendum 3: _____ X
 Addendum 4: _____ X

Adams Commercial General Contracting, Inc.

Respectfully submitted, (Legal Name of Firm)

Dated 6/5/15

[Signature]
 Signature of Authorized Representative

CA (Seal)
 (If Bidder is a corporation, show State in which incorporated.)

The full names and post office addresses of all persons and parties interested in the foregoing Bid as principals are as follows:

(NOTICE): Give first and last names in full; in case of corporation, give names of President, Secretary, Treasurer, and Manager, and in case of partnerships and joint ventures, give names and Post Office addresses of all the individual members.

Will Adams - President, Secretary, Treasurer

ATTACHMENT E – BID FORM (Continued)

REQUEST FOR BID #117 BIDDER'S BOND

KNOW ALL PERSONS BY THESE PRESENTS:

THAT WE Adams Commercial General Contracting, Inc.
as PRINCIPAL, and Travelers Casualty and Surety Company of America

as SURETY are held; and firmly bond unto the McKinleyville Community Services District in the penal sum of TEN PERCENT (10%) OF THE TOTAL AMOUNT OF THE BID of the Principal above named, submitted by the Principal to the McKinleyville Community Services District for the work described below, for the payment of which sum in lawful money of the United States, well and truly to be made to the McKinleyville Community Services District to which the bid was submitted, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by those presents. In no case shall the liability of the surety hereunder exceed the sum of \$ ~~190,000.00~~ See Note 10% of total bid

THE CONDITION OF THIS OBLIGATION IS SUCH,

THAT, WHEREAS, the Principal has submitted the above mentioned bid to the McKinleyville Community Services District for certain construction specifically described as follows, for which bids are to be opened at the McKinleyville Community Services District, 1656 Sutter Rd. McKinleyville, CA, 95519:

NOW, THEREFORE, if the Principal is awarded the contract and within the time and manner required under the specifications, after the prescribed forms are presented to him for signature enters into a written contract in the prescribed form, in accordance with the bid, and files two bonds with the District, one to guarantee faithful performance, and the other to guarantee payment for labor and materials as required by law, then this obligation shall be null and void; otherwise, it shall be and remain in full force.

IN WITNESS WHEREOF, we have hereunto set our hands and seals on this 2nd day of June, 2015.

Adams Commercial General Contracting, Inc. (Seal)

By: [Signature] (Seal)

Address: 217 E Street

Eureka, CA 95501

Travelers Casualty and Surety Company of America (Seal)

[Signature] (Seal)

Address: 11070 White Rock Rd. Suite 130

Rancho Cordova, CA 95670

NOTE: Signatures of those executing for the surety must be properly acknowledged. Any additional costs that the Bidder identifies as required items associated with this project that were not requested in the Bid must be listed and priced out and included in the TOTAL COST.

Bid pricing shall remain valid for sixty (90) days from Bid opening date.

Bid # 117

24 April 2015
Page 25 of 46

CIVIL CODE § 1189

State of California)
County of Sacramento)
On 6-2-15 before me, Shirley Paiva, Notary Public
Date Here Insert Name and Title of the Officer
personally appeared JoBeth Swalley
Name(s) of Signer(s)

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

Signature Philly Faura
Signature of Notary Public



OPTIONAL

Description of Attached Document

Title or Type of Document: _____ Document Date: _____

Number of Pages: _____ Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____

- ☐ Corporate Officer — Title(s): _____
☐ Partner — ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator
☐ Other: _____

Signer Is Representing:

Signer's Name: _____

- ☐ Corporate Officer — Title(s): _____
☐ Partner — ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator
☐ Other: _____

Signer Is Representing:



POWER OF ATTORNEY

Farmington Casualty Company
 Fidelity and Guaranty Insurance Company
 Fidelity and Guaranty Insurance Underwriters, Inc.
 St. Paul Fire and Marine Insurance Company
 St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
 Travelers Casualty and Surety Company
 Travelers Casualty and Surety Company of America
 United States Fidelity and Guaranty Company

Attorney-In Fact No. 217274

Certificate No. 006158530

KNOW ALL MEN BY THESE PRESENTS: That Farmington Casualty Company, St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company are corporations duly organized under the laws of the State of Connecticut, that Fidelity and Guaranty Insurance Company is a corporation duly organized under the laws of the State of Iowa, and that Fidelity and Guaranty Insurance Underwriters, Inc., is a corporation duly organized under the laws of the State of Wisconsin (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint

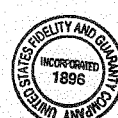
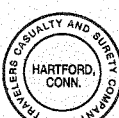
Shirley Paiva, and JoBeth Swalley

of the City of Sacramento, State of California, their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 21st day of November, 2014.

Farmington Casualty Company
 Fidelity and Guaranty Insurance Company
 Fidelity and Guaranty Insurance Underwriters, Inc.
 St. Paul Fire and Marine Insurance Company
 St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
 Travelers Casualty and Surety Company
 Travelers Casualty and Surety Company of America
 United States Fidelity and Guaranty Company



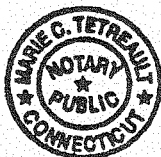
State of Connecticut
 City of Hartford ss.

By:

Robert L. Raney, Senior Vice President

On this the 21st day of November, 2014, before me personally appeared Robert L. Raney, who acknowledged himself to be the Senior Vice President of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

In Witness Whereof, I hereunto set my hand and official seal.
 My Commission expires the 30th day of June, 2016.



Marie C. Tetreault, Notary Public

**AGREEMENT BETWEEN THE MCKINLEYVILLE
COMMUNITY SERVICES DISTRICT AND

PROVIDING FOR
CONSTRUCTION SERVICES ASSOCIATED WITH ADD PROJECT
NAME HERE**

This AGREEMENT BETWEEN THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT AND _____ PROVIDING FOR CONSTRUCTION SERVICES ASSOCIATED WITH PROJECT NAME HERE (this “Agreement”), is entered into as of _____, 2015 (the “Effective Date”), between the McKinleyville Community Services District, a duly formed community services district pursuant to California Government Code § 6100, et seq. (hereinafter referred to as “District” or “MCSD”), and _____ (hereinafter “Contractor”). For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, MCSD and Contractor agree as follows:

AGREEMENT

1. Scope of Work

Contractor shall furnish to the District, upon its request, the Work set forth in the “Scope of Work” (hereinafter “Work”) described in “Attachment A”, which is attached hereto and incorporated by reference. The Work shall be performed in accord with the “Plans, Specifications and Drawings”, as further described in “Attachment B”. Requests by the District to Contractor to perform under this Agreement will be made by the General Manager of the District, or an authorized representative thereof. Work provided at the District’s request by Contractor under this Agreement will be performed in a manner consistent with the requirements and standards established by applicable federal, state and county laws, ordinances, regulations, and resolutions. Such laws, ordinances, regulations, and resolutions include, but are not limited to, those to which reference is made in this Agreement.

2. Term and Progress Schedule

The term of this Agreement shall be from MONTH ____, 2015, through MONTH ____, 2015, unless sooner terminated as provided below. The Work shall be weather-tight by MONTH ____, 2015, and completed within ____ days of the date following the District’s provision of written Notice to Proceed to Contractor.

3. Standard of Care in Performing the Work

Contractor represents and warrants to the District each of the following:

- (i) Contractor is knowledgeable and experienced in providing services comparable to the Work, and will maintain all necessary licensure pursuant to Section 7 of this Agreement when performing the Work;
- (ii) The Work will be performed in a manner consistent with the level of care and skill ordinarily exercised by other professional contractors under similar circumstances in accordance with customarily accepted good and sound professional practices and procedures;
- (iii) Contractor and its agents, subordinates, and employees and any subcontractors performing Work under this Agreement shall perform every part of the Work hereunder in strict accordance with this Agreement, applicable federal, state, county and municipal laws, orders, rules, regulations and directives, including, but not limited to, EPA and OSHA regulations, environmental, health and safety laws, and laws pertaining to wages and other conditions of employment, as further set forth in this Agreement;
- (iv) Contractor shall be strictly responsible for the proper performance of the Work and for any loss or damage to the District or to others by reason of Contractor's failure to properly perform the Work;
- (v) The Contractor has carefully examined the Specifications, Plans and Drawings, and such Specifications, Plans and Drawings set forth in Attachment A2 are full and complete, and are sufficient to have enabled the Contractor to determine the cost of the work therein in order to enter into this Agreement;
- (vi) The Specifications, Plans and Drawings are sufficient to enable Contractor to construct the Work outlined therein in accordance with applicable laws, statutes, building codes and regulations, and otherwise to fulfill all Contractor's obligations hereunder; and
- (vii) The Contractor has visited the site, examined all conditions affecting the Work, and is fully familiar with all of the conditions thereon and affecting the same.

4. Contract Sum

A. Compensation and Progress Payments.

The District shall pay Contractor the amounts recited and in accordance with the timing intervals set forth in the “Bid Schedule” (set forth in “[Attachment B](#)”) for the Work described in “Scope of Work” (set forth in Attachment A) which are performed by Contractor at the District’s request. The total project cost shall not exceed the total amount for the entirety of the Work set forth in the Bid Schedule, unless otherwise authorized by the District in writing prior to Contractor incurring additional expenses. Payment intervals shall be in accord with paragraph 4.E. of this Agreement, below.

B. Travel and Per Diem.

Unless otherwise agreed by the parties, Contractor will not be paid or reimbursed for travel expenses or per diem which Contractor incurs in providing the Work requested by the District under this Agreement.

C. No Additional Consideration.

Except as expressly provided in paragraph 4.G. of this Agreement, below, Contractor shall not be entitled to, nor receive from the District, any additional consideration, compensation, salary, wages, or other type of remuneration in excess of the total amount set forth in the Bid Schedule set forth in [Attachment A](#) for services or work rendered under this Agreement. Specifically, Contractor shall not be entitled, by virtue of this Agreement, to consideration in the form of overtime, health insurance benefits, retirement benefits, disability retirement benefits, sick leave, vacation time, paid holidays, or other paid leaves of absence of any type or kind whatsoever.

D. Limit Upon Amount Payable Under Agreement.

The total sum of all payments made by the District to Contractor for the Work performed under this Agreement shall not exceed amounts specified in the Bid Schedule (set forth in [Attachment A](#)) and/or any authorized adjustments made consistent with the terms and conditions of this Agreement (hereinafter referred to as “Contract Limit”) and the Public Contract Code. The District expressly reserves the right to deny any payment or reimbursement requested by Contractor for services or work performed which is in excess of the Contract Limit.

E. Billing and Payment.

Contractor shall submit to the District, not more than once per month, an itemized statement of all the Work described in the Scope of Work, which were done at the District’s request. The statement to be submitted will cover the period from the first day

of the preceding month through and including the last day of the preceding month. All statements submitted in request for payment should identify the date on which the Work were performed and describe the nature of the Work which were performed on each day. Invoicing shall be informative and concise regarding work performed during that billing period. The District shall make payment to Contractor within thirty (30) days of receipt of an itemized statement, but shall retain ten percent (10%) of each such payment in accordance with Section 9203 of the Public Contract Code until the project is completed. Should Contractor produce incorrect invoices, the District shall withhold payment until corrected.

F. Federal and State Taxes.

(1) The District will not withhold any federal or state income taxes or social security from any payments made by the District to Contractor under the terms and conditions of this Agreement.

(2) The District shall withhold California State income taxes from payments made under this Agreement to non-California resident independent contractors when it is anticipated that total annual payments to Contractor under this Agreement will exceed one thousand four hundred ninety-nine dollars (\$1,499.00).

(3) Except as set forth above, the District has no obligation to withhold any taxes or payments from sums paid by the District to Contractor under this Agreement. Payment of all taxes and other assessments on such sums is the sole responsibility of Contractor. The District has no responsibility or liability for payment of Contractor's taxes or assessments.

(4) The total amounts paid by the District to Contractor, and taxes withheld from payments to non-California residents, if any, will be reported annually by the District to the Internal Revenue Service and the California State Franchise Tax Board.

G. Changes to Scope of the Work.

If at any time during the progress of the Work the District desires to make any additions to, alterations of, deviations or omissions from the Work, District shall have the right to do so to the extent permitted by the California Public Contract Code and the same shall in no way affect or make void this Agreement. No extra work shall be made except on the District's written request by change order ("Change Order"). All Change Orders will be in writing and signed by the District and the District's Engineer. Each Change Order shall identify the proposed change in the Work and will include a proposed basis for adjustment, if any, in the Bid Schedule. The District may prepare a Change Order without invalidating the Agreement, order changes in the Work within the general scope

of the Agreement consisting of additions, deletions, or other revisions, with the Bid Schedule being adjusted accordingly. Any changes that decrease the cost of the Work shall be evaluated on a lump-sum basis and deducted from the sums set forth in the Bid Schedule set forth in Attachment A1. Any extra Work that increases the cost of the Work shall at District's option be evaluated (i) on a lump-sum basis, the amount thereof to be agreed on in writing before execution of the Work or (ii) on the basis of "Actual Necessary Cost" (defined below), plus ten percent (10%).

“Actual Necessary Cost” shall be limited to:

- (i) expenditures for materials, supplies, and labor (including foremen's wages) furnished by Contractor;
- (ii) additional cost to Contractor for insurance required because of authorized changes; and
- (iii) an allowance based on current market rental prices for the use of vehicles and equipment. The "Actual Necessary Cost" shall not include any allowance for Contractor's office expense, general superintendent, or other overhead or general expense.

Contractor shall not be entitled to compensation for any extra Work unless the District has issued a written Change Order designating in advance the amount of additional compensation to be paid for the extra Work prior to Contractor incurring the expense or performing the extra Work.

5. Work Schedule

Upon the issuance of a formal written “Notice to Proceed” from the District, Contractor’s obligation is to perform, in a timely manner, the Work identified in the Scope of Work which are requested by the District. It is understood by Contractor that the performance of the Work will require a varied schedule. Contractor, in arranging its own schedule, will coordinate with the District to ensure that all Work requested by the District under this Agreement will be performed within the time frames set forth by the District in Attachment A. Contractor shall endeavor to perform the Work during normal business hours in order to limit the impacts of construction traffic and noise on surrounding property owners.

6. Guaranties and Warranties

A. Manufacturer’s Specifications and Warranties—Assignment.

The Contractor shall assemble for the District's Architect and/or Engineer's approval and transmittal to the District three (3) complete copies in looseleaf binders of all operating and maintenance data from all manufacturers whose equipment is installed in the Work. The Contractor shall also prepare a checklist or schedule showing the type of lubricant to be used at each point of application, the intervals between lubrication for each item of equipment, and the routine maintenance tasks necessary to maintain each item of equipment. In addition, the Contractor shall secure and deliver to the District written warranties and guaranties from subcontractors, sub-subcontractors and suppliers bearing the date of Substantial Completion or some other date as may be agreed to by the District and stating the period of warranty.

B. Contractor's Warranty.

Contractor guarantees all equipment, material, supplies and Work furnished on the job against defective construction or workmanship for a period of one (1) year following recordation of a Notice of Completion on the Work for patent defects and for a period of ten (10) years following recordation of a Notice of Completion on the Work for latent defects, except when a longer guaranty is provided by the supplier or manufacturer of any equipment, material or supplies incorporated into the Work. Upon receipt of written notification from District that any Work is defective, Contractor shall immediately remedy, repair, or replace, without cost to District and to District's entire satisfaction, all such defective construction or workmanship. Contractor expressly agrees to act as coguarantor of any such equipment, material or supplies incorporated into the Work for the period during which any guaranty is effective. Contractor shall supply District with all warranty and guaranty documents relative to equipment and materials incorporated in the Work and guaranteed by the suppliers or manufacturers of such equipment and materials.

7. Required Licenses, Certificates and Permits

Any licenses, certificates, or permits required by federal, state, county, or municipal governments for Contractor to provide the Work described in Attachment A must be procured by Contractor and be valid at the time Contractor enters into this Agreement. Further, during the term of this Agreement, Contractor must maintain such licenses, certificates, and permits in full force and effect. Licenses, certificates, and permits may include, but are not limited to, driver's licenses, professional licenses or certificates, contractor's licenses, and business licenses. Such licenses, certificates, and permits will be procured and maintained in force by Contractor at no expense to the District. Contractor will provide the District, upon execution of this Agreement, with evidence of current and valid licenses, certificates and permits which are required to perform the Work identified in Attachment A. Where there is a dispute between Contractor and the District as to what licenses, certificates, and permits are required to

perform the Work identified in Attachment A, District reserves the right to make such determination for purposes of this Agreement.

8. Office Space, Supplies, Equipment, Etc.

Contractor shall provide such office space, supplies, equipment, vehicles, reference materials, support services, and telephone service as is necessary for Contractor to provide the Work identified in Attachment A to this Agreement. The District is not obligated to reimburse or pay Contractor for any expense or cost incurred by Contractor in procuring or maintaining such items. The costs and expenses incurred by Contractor in providing and maintaining such items is the sole responsibility and obligation of Contractor.

9. District Property

A. Personal Property of District.

Any personal property such as, but not limited to, protective or safety devices, badges, identification cards, keys, uniforms, etc., provided to Contractor by the District pursuant to this Agreement are, and at the termination of this Agreement remain, the sole and exclusive property of the District. Contractor will use reasonable care to protect, safeguard, and maintain such items while they are in Contractor's possession. Contractor will be financially responsible for any loss or damage to such items, partial or total, which is the result of Contractor's negligence.

B. Products of Contractor's Work and Services.

Any and all compositions, publications, plans, designs, specifications, blueprints, maps, formulas, processes, photographs, slides, video tapes, computer programs, computer disks, computer tapes, memory chips, films, audio-visual presentations, exhibits, reports, studies, patents, trademarks, copyrights, or intellectual properties of any kind which are created, produced, assembled, compiled by, or are the result, product or manifestation of, Contractor's services or work under this Agreement are, and at the termination of this Agreement remain, the sole and exclusive property of the District. At the termination of the Agreement, Contractor will convey possession and title to all such properties to District.

10. Workers' Compensation Insurance

Contractor shall provide workers' compensation insurance coverage, in the legally required amount, for all Contractors' employees utilized in providing Work pursuant to

this Agreement. By executing a copy of this Agreement, Contractor acknowledges its obligations and responsibilities to its employees under the California Labor Code, and warrants that Contractor has complied and will comply during the term of this Agreement with all provisions of the California Labor Code with regard to its employees. Contractor, at the time of execution of this Agreement, will provide the District with evidence of the required workers' compensation insurance coverage.

11. Public Work

A. Determination.

The Work to be provided by Contractor under this Agreement constitute a Public Work within the meaning of California Labor Code Sections 1720 and 1720.3. Accordingly, and as required by Section 1771 of the California Labor Code, Contractor and any subcontractor under him, shall pay not less than the general prevailing rate of per diem wages, and not less than the general prevailing rate of per diem wages for holiday and overtime work, to all workers employed in the execution of those Work described in [Attachment A](#) of this Agreement.

B. Prevailing Wage Rate.

The general prevailing rate of per diem wages applicable to each class of worker employed in the execution of the Work that constitute a Public Work described in this Agreement has been determined by the Director of the California Department of Industrial Relations (hereinafter referred to as "Director"). The Director's determination is available through a link to CA Dept of Industrial Relations website (2015): <http://www.dir.ca.gov/OPRL/PWD/index.htm>

C. Apprentices.

Pursuant to Section 1777.5 of the California Labor Code, properly registered apprentices performing services and work that constitute a Public Work, if any, shall be paid the standard wage paid to apprentices under the regulations of the craft or trade at which he or she is employed, and shall be employed only at the work of the craft or trade to which he or she is registered..

D. Penalty for Non-Payment of Prevailing Wages.

Pursuant to Section 1775 of the California Labor Code, Contractor, and any subcontractor under him, shall as a penalty to the District, forfeit not more than fifty dollars (\$50.00) for each calendar day, or portion thereof, for each worker paid less than the general rate of per diem wages for the performance of services and work that constitute a Public Work, as determined by the Director of Industrial Relations, for the

work or craft for which the worker is employed in the performance of the Work provided under this Agreement that constitute a Public Work, except as provided by subdivision (b) of Section 1775, of the California Labor Code.

E. Payroll Records.

Pursuant to Section 1776 of the California Labor Code, Contractor, and any subcontractor under him, shall keep accurate payroll records, showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by him or her in connection with the performance of the Work requested by the District, as described in the Scope of Work of this Agreement.

F. Inspection of Payroll Records.

Contractor, and any subcontractor under him, shall comply with each of the additional requirements set forth in California Labor Code Section 1776, regarding: (1) the form of records; (2) the provision of records upon request to the District, the Division of Labor Standards Enforcement, and the Division of Apprenticeship Standards of the California Department of Industrial Relations; and, (3) the inspection of records by the public.

G. Posting of Prevailing Wages at Job Sites.

Pursuant to California Labor Code Section 1773.2, Contractor shall post at each job site in connection with this Agreement a copy of the Director's determination of the general prevailing rate of per diem wages for each classification of work required in the execution of the Work described in Attachment A of this Agreement that constitute a Public Work.

H. Hours.

Pursuant to Section 1810 of the California Labor Code, the time of services of any worker employed by Contractor, or by any subcontractor under him, in the performance of the Work described in the Scope of Work of this Agreement that constitute a Public Work, is limited and restricted to eight hours during any one calendar day, and 40 hours during any one calendar week, except as otherwise provided by the California Labor Code.

I. Overtime.

Pursuant to California Labor Code Section 1815, the performance of the Work, as described in the Scope of Work of this Agreement that constitute a Public Work, by employees of Contractor, or employees of any subcontractor under him, in excess of eight hours per calendar day at not less than one and one-half (1 ½) times the basic rate of pay..

J. Records of Hours.

Contractor, and any subcontractors under him, shall keep an accurate record showing the name of and actual hours worked each calendar day and each calendar week by each worker employed by him or her in connection with the performance of the Work requested by the District, as described in the Scope of Work of this Agreement. The record shall be kept open at all reasonable hours to the inspection of the District and to the Division of Labor Standards Enforcement as required by Labor Code Section 1812.

K. Penalty for Violation of Work Hours.

Pursuant to California Labor Section 1813, Contractor, and any subcontractors under him, shall, as a penalty to the District, forfeit twenty-five dollars (\$25.00) for each worker employed by the respective contractor or subcontractor in the execution of the Work requested by the District that constitute a Public Work, as described in the Scope of Work of this Agreement, for each calendar day during which the worker is required or permitted to work more than eight hours in any one calendar day and 40 hours in any one calendar week in violation of the provisions of the California Labor Code.

12. Insurance

A. General Liability.

Contractor shall procure, and maintain during the entire term of this Agreement, a policy of general liability insurance which covers all the Work to be performed by Contractor under this Agreement. Such policy shall have a per occurrence combined single limit coverage of not less than one million dollars (\$1,000,000). Such policy shall not exclude or except from coverage any of the Work required to be performed by Contractor under this Agreement. The required policy of insurance shall be issued by an insurer authorized to sell such insurance by the State of California, and have at least a “Best’s” policyholder’s rating of “A” or “A+”. Prior to commencing any work under this Agreement, Contractor shall provide the District: 1) a certificate of insurance documenting evidence of the required coverage; 2) an additional insured endorsement applying to the McKinleyville Community Services District, its agents, officers and employees; and, 3) a notice of cancellation or change of coverage endorsement indicating

that the policy will not be modified, terminated, or canceled without thirty (30) days' written notice to the District.

B. Business Vehicle.

Contractor shall procure and maintain in force throughout the duration of this Agreement, a business auto liability insurance policy with minimum coverage levels of one million dollars (\$1,000,000) per occurrence, combined single limit for bodily injury liability and property damage liability. The coverage shall include all Contractor-owned, non-owned, and hired vehicles employed by the Contractor in the performance of the Work requested by the District, as described in the Scope of Work ([Attachment A](#)). A certificate of insurance shall be provided to the District by Contractor prior to commencing any work under this Agreement. The policy shall maintain a provision prohibiting the cancellation or modification of said policy except upon thirty (30) days' written notice to the District.

C. Deductibles and Self-Insured Retentions.

Any deductibles or self-insured retentions shall be declared by Contractor and must be approved by the District prior to Contractor commencing the Work requested by the District under this Agreement. If possible, the insurer shall reduce or eliminate such deductibles or self-insured retentions with respect to the District, its officials, officers, employees, and volunteers, or Contractor shall provide evidence satisfactory to the District guaranteeing payment of losses and related investigations, claim administration, and defense expenses.

D. Subcontractors.

Contractor shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein for Contractor.

E. Unemployment, Disability, and Liability Insurance.

Contractor shall maintain, if so required by law, unemployment, disability and liability insurance in an amount to be determined by the State which is reasonable to compensate any person, firm, or corporation who may be injured or damaged by the Contractor in performing work associated with this Agreement.

13. Bonds

Contractor shall furnish and maintain a performance bond in an amount equal to one hundred percent (100%) of the Contract Limit. Contractor shall also furnish and maintain a labor and materials payment bond in the amount equal to one hundred percent (100%) of the Contract Limit. The bonds shall comply with the requirements of California Civil Code Section 3248 and must be issued by an “Admitted Surety Insurer.” For purposes of this Agreement, an Admitted Surety Insurer means a corporate insurer or inter-insurance exchange to which the California State Insurance Commissioner has issued a certificate of authority to transact surety insurance in California, as defined in Section 105 of the California Insurance Code. Bonds shall be in a form acceptable to the McKinleyville Community Services District Counsel. The Attorney-in-Fact (resident agent) who executes the bonds on behalf of the surety company must attach a copy of his Power of Attorney as evidence of his authority. A notary shall acknowledge this Power of Attorney as of the date of the execution of the surety bond that it covers. If any surety becomes unacceptable to the District or fails to furnish reports as to its financial condition as requested by the District, Contractor shall promptly furnish such additional security as may be required from time to time to protect the interests of the District and of persons supplying labor or materials in the prosecution of the work contemplated by this Agreement.

14. Status of Contractor

Contractor, its agents, officers, employees, and subcontractors shall constitute independent contractors, and not agents, officers, or employees of the District. Contractor, by virtue of this Agreement, has no authority to bind or incur any obligation on behalf of, or exercise any right or power vested in, the District, except as expressly provided by law or set forth in Attachment A of this Agreement. No agent, officer, or employee of the District is to be considered an employee of Contractor. It is understood by both Contractor and the District that this Agreement shall not under any circumstances be construed or considered to create an employer-employee relationship or joint venture.

As an independent contractor, Contractor: (1) shall determine the method, details, and means of performing the Work to be provided by Contractor under this Agreement (unless otherwise specified herein); (2) shall be responsible to the District only for the requirements and results specified in this Agreement and, except as expressly provided in this Agreement, shall not be subjected to the District’s control with respect to the physical action or activities of Contractor in fulfillment of this Agreement; and (3) Contractor, its agents, officers and employees are, and at all times during the term of this Agreement shall, represent and conduct themselves as independent contractors, and not as employees of District.

15. Defense and Indemnification

Contractor shall defend, indemnify, and hold harmless the District, its agents, officers, and employees from and against all claims, damages, losses, judgments, liabilities, expenses, and other costs, including litigation costs and attorney's fees, arising out of, resulting from, or in connection with, the performance of this Agreement by Contractor, or Contractor's agents, officers, employees, or subcontractors. Contractor's obligation to defend, indemnify, and hold the District, its agents, officers, and employees harmless applies to any actual or alleged personal injury, death, or damage or destruction to tangible or intangible property, including the loss of use. Contractor's obligation under this paragraph extends to any claim, damage, loss, liability, expense, or other cost which is caused in whole or in part by any act or omission of Contractor, its agents, employees, suppliers, or anyone directly or indirectly employed by any of them, or anyone for whose acts or omissions any of them may be liable. Contractor's obligation to defend, indemnify, and hold the District, its agents, officers, and employees harmless under the provisions of this paragraph is not limited to, or restricted by, any requirement in this Agreement for Contractor to procure and maintain a policy of insurance.

16. Records and Audit

A. Records.

Contractor shall prepare and maintain all records required by the various provisions of this Agreement, and federal, state, county, and municipal law, ordinances, regulations, and directions. Contractor shall maintain these records for a minimum of four (4) years from the termination or completion of this Agreement. Contractor may fulfill its obligation to maintain records as required by this paragraph by substitute photographs, micrographs, or other authentic reproduction of such records.

B. Inspections and Audits.

Any authorized representative of the District shall have access to any books, documents, papers, and records, including, but not limited to, financial records of Contractor, which the District determines to be pertinent to this Agreement, for the purposes of making audit, evaluation, examination, excerpts, and transcripts during the period such records are to be maintained by Contractor. Further, the District has the right, at all reasonable times, to audit, inspect, or otherwise evaluate the work performed or being performed under this Agreement.

17. Non-Discrimination

During the performance of this Agreement, Contractor, its agents, officers, employees, and subcontractors shall not unlawfully discriminate in violation of any federal, state, or local law, against any employee, or applicant for employment, or person

receiving services under this Agreement, because of race, religion, color, ancestry, national origin, physical handicap, medical condition, marital status, age, or sex. Contractor and its agents, officers, employees, and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Government Code section 12900, et seq.), and the applicable regulations promulgated thereunder in the California Code of Regulations. Contractor shall also abide by the Federal Civil Rights Act of 1964 (P.L. 88-352) and all amendments thereto, and all administrative rules and regulations issued pursuant to said act.

18. District Termination and Cancellation Rights

This Agreement may be canceled by the District without cause, and at will, for any reason by giving to Contractor 30 days' written notice ("Termination Notice") of such intent to cancel. Upon receipt of Termination Notice, Contractor shall stop all performance under this Agreement except as directed by the District. In the event of any such cancellation, Contractor shall be entitled to compensation for all work performed prior to receipt of the Termination Notice as well as work performed after receipt of the Termination Notice and prior to expiration of the thirty (30) day notice period to the extent such post-notice work was performed at the direction of the District, assuming all of said work falls within the Scope of the Work commissioned by the District.

19. Assignment

This is an agreement for the services of Contractor. The District has relied upon the skills, knowledge, experience, and training of Contractor as an inducement to enter into this Agreement. Contractor shall not assign or subcontract this Agreement, or any part of it, without the express written consent of the District. Further, Contractor shall not assign any monies due or to become due under this Agreement without the prior written consent of the District.

20. Default

If Contractor abandons the Work, or fails to proceed with the Work requested by the District in a timely manner, or fails in any way as required to conduct the Work as required by this Agreement, the District may declare Contractor in default and terminate this Agreement upon five (5) days' written notice to Contractor. Contractor shall be liable to the District for all additional costs and expenses incurred by the District in finishing the Work as well as any damages incurred as a result of Contractor's default, which at the option of the District may be charged against any amounts due from the District to Contractor hereunder. Upon such termination by default, District will pay to Contractor all amounts owing to Contractor for services and work satisfactorily performed through the date of termination assuming said work falls within the Scope of

the Work commissioned by the District, less any offsets the District is entitled under this Agreement. This Section 20 is not intended to constitute and shall not constitute a limitation on any damages the District may seek in the event of Contractor's default.

21. Waiver of Default

Waiver of any default by either party to this Agreement shall not be deemed to be a waiver of any subsequent default. Waiver or breach of any provision of this Agreement shall not be deemed to be a waiver of any other or subsequent breach, and shall not be construed to be a modification of the terms of this Agreement unless this Agreement is modified as provided in paragraph 28 below.

22. Confidentiality

Contractor agrees to comply with various provisions of the federal, state, and county laws, regulations, and ordinances providing that information and records kept, maintained, or accessible by Contractor in the course of providing the Work under this Agreement, shall be privileged, restricted, or confidential. Contractor agrees to keep confidential all such privileged, restricted or confidential information and records. Disclosure of such information or records shall be made by Contractor only with the express written consent of the District.

23. Conflicts

Contractor agrees that it has no interest, and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of the Work under this Agreement. Contractor agrees to complete and file a conflict of interest statement.

24. Post-Agreement Confidences

Contractor agrees not to use any confidential, protected, or privileged information which is gained from the District in the course of providing the Work under this Agreement, for any personal benefit, gain, or enhancement.

25. Severability

If any portion of this Agreement or application thereof to any person or circumstance shall be declared invalid by a court of competent jurisdiction, or if it is found in contravention of any federal, state, or local statute, ordinance, or regulation, the remaining provisions of this Agreement, or the application thereof, shall not be

invalidated thereby, and shall remain in full force and effect to the extent that the provisions of this Agreement are severable.

26. Funding Limitations

The ability of the District to enter into this Agreement is based upon available funding from various sources. In the event that such funding fails, is reduced, or is modified, from one or more sources, the District has the option to terminate, reduce, or modify this Agreement, or any of its terms, within ten (10) days of its notifying Contractor of the termination, reduction, or modification of available funding, except, however, the District can not reduce Contractor's right(s) to recover payments due for work performed prior to the notification. Any reduction or modification of this Agreement made pursuant to this provision must comply with the requirements (except the requirement of mutual consent) of paragraph 28 below.

27. Venue

This Agreement shall be governed under the laws of the State of California and venue for any litigation under this Agreement shall be the county of Humboldt, State of California.

28. Amendment

This Agreement may be extended, modified, amended, changed, added to, or subtracted from, by the mutual consent of the parties hereto, if such amendment or change is in written form, signed by authorized representatives of the parties, in full compliance with the Public Contract Code, and attached to the original Agreement to maintain continuity.

29. Notice

Any notice, communication, amendments, additions, deletions to this Agreement, including change of address of either party during the term of this Agreement, shall be in writing and may be personally serviced, or sent by prepaid first class mail to the respective parties as follows:

McKinleyville Community Services District:

Attention: Gregory Orsini, General Manager
1656 Sutter Rd.
P.O. Box 2037
McKinleyville, CA 95519
Phone: (707) 839-3251
Fax: (707) 839-8456

Contractor:

30. Entire Agreement

This Agreement, along with **Attachments A and B**, contain the entire agreement of the parties, and no representations, inducements, promises, or agreements otherwise between the parties not embodied herein or incorporated herein by reference, shall be of any force or effect. Further, no term of provision hereof may be changed, waived, discharged, or terminated, unless the same be in writing executed by the parties hereto.

Signatures

MCKINLEYVILLE COMMUNITY SERVICES DISTRICT

By: _____

Name: Gregory Orsini

Title: General Manager

Date: _____

CONTRACTOR

By: _____

Name: _____

Title: _____

Date: _____

McKinleyville Community Services District

BOARD OF DIRECTORS

July 1, 2015

TYPE OF ITEM: **INFORMATIONAL**

ITEM: E.7 **Information pertinent to the new Groundwater Sustainability Plan and consider the formation of a Ground Water Sustainability Committee and appointing a chair**

PRESENTED BY: **Greg Orsini, GM and Helen Edwards, Director MCSD BOD**

TYPE OF ACTION: **None**

Recommendation:

Staff recommends that the Board review the information provided, take public comment and consider requesting that the Board President form a committee and appoint a chair for the Ground Water Sustainability Plan.

Discussion:

This item was brought to the Board as an informational item with the potential for the Board President to appoint a Board member to serve as a chair on a newly created committee for MCSD.

In February 2015 the Humboldt County Board of Supervisors began a lengthy process that included a deadline to archive groundwater sustainability goals by 2042.

The state's Sustainable Groundwater Management Act that went into effect earlier this year and gives county governments the authority, but does not require them, to form groundwater sustainability agencies by 2017. Those agencies then must look at state-identified problem areas.

To date, the Eel River Valley basin was identified as a moderate priority project. Once formed, the agency will look at the impacts of groundwater use in that area.

Timeline for this process

- Late 2015/early 2016: DWR to develop grant guidelines and solicit applications for funding to perform groundwater planning as authorized by Proposition 1.
- June 1, 2016: DWR to adopt regulations for implementing the Groundwater Act.
- January 1, 2017: Due date for alternative submittals.
- June 30, 2017: Groundwater sustainability agencies shall be established for all high- and medium-priority basins.

- January 31, 2022: Groundwater sustainability plans shall be adopted for high- and medium-priority basins not in critical overdraft.
- 2042: Deadline for groundwater sustainability goal to be achieved.

Alternatives:

Take Action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – February 9th, 2015 Board of Supervisors Agenda Item



COUNTY OF HUMBOLDT

AGENDA ITEM NO.

E-1

For the meeting of: February 24, 2015

Date: February 9, 2015

To: Board of Supervisors

From:  Thomas K. Mattson, Public Works Director

Subject: Analysis and Response to the Sustainable Groundwater Management Act

RECOMMENDATION(S):

That the Board of Supervisors:

1. Receives a staff report and comments from the interested public regarding the Sustainable Groundwater Management Act;
2. Provides guidance on the County's response to the Sustainable Groundwater Management Act including department roles, funding, and engaging with stakeholders;
3. Directs Public Works to convene a workshop for stakeholders on the Sustainable Groundwater Management Act in April 2015 and return to the Board with a summary of stakeholder feedback; and
4. Authorizes staff to apply for funds from the grant program to be established for groundwater planning in late 2015/early 2016 by the state Department of Water Resources in response to Proposition 1.

SOURCE OF FUNDING: General FundDISCUSSION:

This staff report provides an analysis of the groundwater legislation signed by Governor Brown

Prepared by Hank Seemann, Deputy-DirectorCAO Approval REVIEW:Auditor _____ County Counsel Sm Human Resources _____ Other _____TYPE OF ITEM:

☐ Consent
☐ Departmental
☐ Public Hearing
☒ Other Time-set 9:30 am

PREVIOUS ACTION/REFERRAL:


Board Order No. _____

Meeting of: _____

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDTUpon motion of Supervisor Bohn Seconded by Supervisor Lovelace

Ayes Sundberg, Lovelace, Fennell, Bohn, Bass
 Nays _____
 Abstain _____
 Absent _____

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: Feb. 24, 2015By: 
Kathy Hayes, Clerk of the Board

in September 2014 and identifies issues to be addressed as the County and affected stakeholders start discussing how to respond.

Background

The term “groundwater” refers to water that occurs beneath the land surface in saturated layers of sediment deposits or fractured rock. While groundwater is primarily recharged by precipitation infiltrating through the soil, groundwater and surface water are directly linked in the hydrologic cycle. Typically, groundwater discharges to streams during dry conditions, but the direction of flow is reversed under wet conditions (during floods) when streams contribute to groundwater recharge. Groundwater conditions range considerably based on geology, topography, climate, precipitation levels, and land use.

Groundwater is an important natural resource utilized as water supply for residential, irrigation, public supply, and industrial purposes. Many ranchers and dairy producers have wells to pump groundwater for pasture irrigation. The Humboldt Bay Municipal Water District extracts water from gravel and sand beds beneath the Mad River to provide wholesale water to three cities (Arcata, Eureka, Blue Lake) and four community service districts (Fieldbrook-Glendale, Humboldt, Manila, McKinleyville). The Humboldt Community Services District uses a combination of wholesale water and groundwater extracted from three wells. The City of Fortuna relies solely on groundwater wells to provide its water supply. Del Oro Water Company is an investor-owned public utility company that provides water to the City of Ferndale and surrounding area. Many community services districts, tribes, water mutual associations, and individual residences utilize groundwater wells. Landowners are required to obtain a well installation permit from the Environmental Health division of the Department of Health and Human Services, but groundwater extraction within the County is currently unregulated.

Legislation

Laws and regulations in California have largely treated groundwater and surface water separately. The State Water Resources Control Board (State Water Board) has jurisdiction for extraction of surface water, but prior to 2014 there was no comprehensive state framework for regulating and managing groundwater. In September 2014, Governor Brown signed the Sustainable Groundwater Management Act (Groundwater Act), which integrated several bills developed in the legislature over the last few years. The Groundwater Act was given priority in part as a response to the ongoing state-wide drought, and also in an effort to avoid problems and conflicts that have arisen elsewhere in the state. For example, some groundwater basins elsewhere in the state have experienced overdraft, where the water withdrawn by pumping exceeds the amount of recharge over an extended period of time. Some groundwater basins have been subject to court adjudication to settle disputes and determine how much groundwater can be extracted by the affected parties. A summary of the Groundwater Act is provided in Attachment 1.

The Groundwater Act included a policy statement which expresses the Act’s overall intent:

It is the policy of the state that groundwater resources be managed sustainably for long-term reliability and multiple economic, social, and environmental benefits for current and future beneficial uses. Sustainable groundwater management is best achieved locally through the development, implementation, and updating of plans and programs based on the best available science. (Water Code 113)

The Groundwater Act is based on designated alluvial groundwater basins (Attachment 2), which are areas where usable groundwater is present within sediment deposits associated with the floodplain or delta of rivers and streams. The state Department of Water Resources (DWR) has designated groundwater basins in a document entitled California's Groundwater (Bulletin 118). The Groundwater Act does not address groundwater outside alluvial basin boundaries.

DWR has designated four priority levels (high, medium, low, very-low) for groundwater basins throughout the state based on eight criteria developed to rank their relative importance as a water supply source. DWR's initial prioritization designated one medium-priority basin in Humboldt County (Eel River Valley) and no high-priority basins (Attachment 3). All other basins in the County are designated very-low priority. A high or medium priority simply indicates that a basin has regional or statewide importance for water supply, and does not imply an overdraft condition or an imminent threat of overdraft. Similarly, a low or very-low priority does not imply a low risk for overdraft, nor does it diminish the basin's local importance. The Groundwater Act contains specific requirements for high- and medium-priority basins, while actions for low- and very-low priority basins are voluntary.

The Groundwater Act is intended to support local management and use of groundwater in a manner that can be maintained without causing undesirable results. Undesirable results include:

1. Lowering of groundwater levels and depletion of supply;
2. Reduction of groundwater storage;
3. Seawater intrusion;
4. Degraded water quality;
5. Land subsidence; and
6. Depletions of interconnected surface waters with adverse impacts on beneficial uses of the surface water.

For high- and medium-priority basins, the Groundwater Act requires a groundwater sustainability plan containing measures to ensure that the basin is operated within its sustainable yield. Sustainable yield is defined as the maximum quantity of water, calculated over a base period representative of long-term conditions, that can be withdrawn annually without causing an undesirable result. Groundwater sustainability plans are required to include background technical information, measurable objectives, and monitoring and management components.

The Groundwater Act requires designation and establishment of a groundwater sustainability agency to implement the Act for each high- and medium-priority basin. Any local agency or combination of local agencies overlying a groundwater basin may elect to be a groundwater sustainability agency for that basin. If no agency steps forward to become the groundwater sustainability agency, then the county is presumed to serve that role. If the county declines, then the role reverts to the State Water Board.

The Groundwater Act gives groundwater sustainability agencies several powers and authorities to implement the Act. Agencies have the discretion to elect whether or not to exercise these powers and authorities. The Groundwater Act gives agencies the powers and authorities to require fees, measuring devices, inspections, reporting, well spacing, and extraction limits.

These powers and authorities may not need to be exercised if the sustainability goal is otherwise achieved and demonstrated with adequate supporting data.

The Groundwater Act specifies that the groundwater sustainability agency shall establish and maintain a list of persons interested in receiving notice of local actions related to the Act. In addition, the Groundwater Act specifies that the groundwater sustainability agency shall consider the interests of all beneficial uses and users of groundwater, including: holders of overlying groundwater rights; municipal well operators; public water systems; local land use planning agencies; environmental users of groundwater; surface water users, if there is a hydrologic connection between surface and groundwater bodies; the federal government (if it manages land in the basin); tribes; disadvantaged communities; and designated groundwater monitoring entities.

As an alternative to a groundwater sustainability plan, the Groundwater Act contains provisions allowing a local agency to submit a report prepared by a registered professional engineer or licensed geologist analyzing basin conditions and demonstrating that the basin has operated within its sustainable yield over a period of at least 10 years.

According to the Groundwater Act, the state's role is to provide technical assistance, evaluate groundwater sustainability plans for conformance with the Act, and intervene if necessary to remedy deficiencies.

Timeline

- Late 2015/early 2016: DWR to develop grant guidelines and solicit applications for funding to perform groundwater planning as authorized by Proposition 1.
- June 1, 2016: DWR to adopt regulations for implementing the Groundwater Act.
- January 1, 2017: Due date for alternative submittals.
- June 30, 2017: Groundwater sustainability agencies shall be established for all high- and medium-priority basins.
- January 31, 2022: Groundwater sustainability plans shall be adopted for high- and medium-priority basins not in critical overdraft.
- 2042: Deadline for groundwater sustainability goal to be achieved.

Initial Stakeholder Input

In the Fall of 2014, Public Works interviewed ten individuals with interest in local groundwater issues to solicit input on the new legislation. The results of these discussions are summarized in Attachment 4. Public Works also briefed the Fortuna city engineer (January 5, 2015); Humboldt County Fish and Game Advisory Committee (January 20, 2015), and Humboldt County Farm Bureau (February 5, 2015).

Analysis Summary

The following points summarize Public Works' analysis of the Groundwater Act and its applicability to the County:

1. Limited Applicability. The Groundwater Act provides an overall framework for managing and regulating groundwater with a focus on protecting reliable water supplies. In the initial phase of implementation, the Act only applies to the Eel River Valley groundwater basin. Priority levels for groundwater basins in the County could change in the future based on extraction levels, drought conditions, and/or new data.
2. Local Control. The Groundwater Act emphasizes local control and provides the opportunity to develop community-based solutions that protect beneficial uses and avoid conflicts. However, the State Water Board is authorized to intervene in order to remedy deficiencies.
3. Discretionary Powers and Authorities. The groundwater sustainability agency is allowed, but not mandated, to exercise powers and authorities such as requiring meters, limiting extraction rates, and imposing fees.
4. Data and Information Gaps. The concept of sustainable yield is a reasonable basis for managing a groundwater basin. However, existing data and information on groundwater levels, groundwater use, and groundwater/surface water interactions are limited. Public Works is not aware of existing water budgets for any of the groundwater basins in the County. (Water budgets quantify recharge, extraction, discharge, and storage at the basin scale.)
5. Cost Burden. The Groundwater Act does not convey funding for local agencies to implement the Act requirements. DWR will be developing a groundwater planning grant program in late 2015/early 2016 with funds from Proposition 1 (2014 Water Bond; Funding for Water Quality, Supply, Treatment, and Storage Projects). A portion of the costs for implementing the Act can likely be covered through a Proposition 1 grant, if awarded by DWR.
6. Reasonable Timeline. Assuming adequate funding, the timeline for organizing a groundwater sustainability agency for the Eel River Valley groundwater basin and developing a groundwater sustainability plan does not appear unrealistic.

California Statewide Groundwater Elevation Monitoring Program

On March 11, 2014, the Board agreed to serve as the designated monitoring entity for groundwater basins within the County as required under the California Statewide Groundwater Elevation Monitoring (CASGEM) program. Similar to the Groundwater Act, the CASGEM program applies only to high- and medium-priority basins. DWR currently performs semiannual monitoring on seven wells within the Eel River Valley and the data meet the CASGEM requirements. Public Works has served an administrative role to develop a monitoring plan and make the required submittals; the costs for these efforts have been absorbed under the Water Management (251) and Natural Resources Planning (289) budget units.

Overview of Eel River Valley Groundwater Basin

Information developed by DWR in 2004 for Bulletin 118 regarding the Eel River Valley groundwater basin is contained in Attachment 5. Public water suppliers utilizing groundwater within this basin include City of Fortuna, Riverside Community Services District, Patrick Creek Community Services District, Hydesville Community Services District, and Del Oro Water Company. The City of Rio Dell and Scotia Community Services District obtain surface water from the Eel River.

Existing Groundwater Management Functions

The County does not have an existing groundwater ordinance or groundwater management program. Three departments have roles related to the Groundwater Act:

- The Environmental Health Division of the Department of Health and Human Services administers the County's well permit program and provides oversight for certain subsurface contamination sites.
- The Environmental Services Division of Public Works implements the County's role as the monitoring entity for the state CASGEM program.
- The Planning and Building Department implements the County's role as land use authority and develops a variety of state-mandated plans. The Water Resources element of the General Plan contains county-wide policies regarding groundwater.

In addition, the Agricultural Commissioner, UC-Cooperative Extension, and Humboldt County Resource Conservation District have strong connections with the agricultural community. State agencies with interests in groundwater include DWR, State Water Board, North Coast Regional Water Quality Control Board, and Department of Fish and Wildlife.

Key Questions

Key questions related to how the County and affected stakeholders respond to the Groundwater Act include the following:

1. Who are the stakeholders? How should stakeholders be engaged?
2. What are the key issues and concerns? Are there existing or imminent problems?
3. What data exist? What are the important data gaps?
4. Should anything be done for low-priority basins or non-alluvial groundwater?
5. Who should be the groundwater sustainability agency?
6. What should be the roles of the County departments? How will groundwater management integrate with existing functions?
7. How will groundwater management be funded?

Public Works proposes to convene a workshop for stakeholders on the Groundwater Act in April 2015 and return to the Board with a summary of stakeholder feedback from this workshop.

FINANCIAL IMPACT:

The state's Groundwater Act is expected to have a financial impact to the General Fund, however the magnitude and timeframe of this impact are unknown.

The Water Management budget unit (251) in Public Works receives allocations from the General Fund which are primarily intended to fund management and maintenance of County levees and compliance with state municipal stormwater permitting requirements. The current budget allocation does not have capacity to absorb the costs of implementing the Groundwater Act.

The requested action will advance two of the County's core roles (enforce laws and regulations to protect residents, create opportunities for improved safety and health). In addition, the Board's priorities for new initiatives include managing our resources to ensure sustainability of services; seeking outside funding sources to benefit Humboldt County needs; facilitating public/private partnerships to solve problems; and building interjurisdictional and regional cooperation.

OTHER AGENCY INVOLVEMENT:

Department of Health and Human Services (Environmental Health); Planning and Building Department; Agricultural Commissioner; UC-Cooperative Extension; Humboldt County Resource Conservation District; DWR; State Water Board; North Coast Regional Water Quality Control Board; Department of Fish and Wildlife

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Board discretion

ATTACHMENTS:

- 1 Groundwater Legislation Implementation Fact Sheet
- 2 Map of Designated Alluvial Groundwater Basins in Humboldt County
- 3 CASGEM Groundwater Basin Prioritization (Northern Region)
- 4 Summary of Initial Stakeholder Input
- 5 Summary of Eel River Valley Groundwater Basin

Attachment 1
Groundwater Legislation Implementation Fact Sheet



Groundwater Legislation Implementation Fact Sheet

Topline Message

- **Groundwater Legislation:** On September 16, 2014, Governor Edmund G. Brown Jr. signed three bills --- AB 1739 by Assemblymember Roger Dickinson and SB 1168 and SB 1319 by Senator Fran Pavley --- which create a framework for sustainable, local groundwater management for the first time in California history. The legislation allows local agencies to tailor groundwater sustainability plans to their regional economic and environmental needs.
- **Two key principles to the groundwater legislation:**
 - Groundwater is best managed at the local or regional level, and local agencies should have the tools they need to sustainably manage their resources. Some local and regional agencies do not have the necessary tools to be successful. The legislation ensures that local and regional agencies have the resources they need to sustainably manage groundwater, including the necessary authority, better technical information and financial resources.
 - When local or regional agencies cannot or will not manage their groundwater sustainably, the state will intervene until the local agencies develop and implement sustainable groundwater management plans. This limited state intervention would be temporary – until an adequate local program is established – to ensure the protection of the groundwater basin and its users from overdraft, subsidence and other problems stemming from unsustainable uses of groundwater resources.
- **California Water Action Plan:** In January 2014 the Brown Administration released the California Water Action Plan to put California on the path to sustainable water management. Groundwater management is an important piece of the California Water Action Plan.
- **Drought:** The drought and drought response continue to be a top priority for the Brown Administration. As the administration works on emergency actions to manage the immediate crisis, it is also taking proactive, long-term steps to prepare California for future droughts and floods. The

current drought reminds us of how important groundwater is for many Californians, because times of drought are precisely when pumping groundwater is necessary. Therefore, it is crucial that these groundwater basins are properly managed and allowed to recharge.

- **Water Bond:** Proposition 1 is a general obligation bond in the amount of \$7.545 billion. It includes funding for ecosystems and watershed protection and restoration, water supply infrastructure projects, including surface and groundwater storage, and drinking water protection.

The planning and coordination for the water bond implementation will be part of the larger effort to build the Governor's January 10 budget. The agencies, departments, conservancies and boards that have been allocated bond funds will all work with the Department of Finance through the normal budget process and use the California Water Action Plan as a long-term guide for expenditure priorities.

- **Water Bond Funds for Groundwater:** Proposition 1 provides \$100 million for sustainable groundwater management planning and implementation for local groundwater sustainable agencies. The bond also provides billions more for groundwater cleanup, storage projects and other actions that will help local agencies manage groundwater sustainably.
- **Groundwater is a critical element of our water supply in California.** It makes up more than one-third of our water supply in wet years and more than half of our water supply in dry years. Groundwater basins provide cost-effective local storage for water supplies that, if well managed, will make communities more resilient against climate change and future droughts.
- **The state's water management system is unsustainable.** The system is unable to reliably meet human, economic and ecological needs. Currently, where groundwater is managed, it is managed by local and regional agencies, some of which manage their resources sustainably. Other regions do not manage sustainably, resulting in problems such as groundwater overdraft, land subsidence, dry wells, increased pumping cost and deteriorated water quality.

Summary of Groundwater Legislation

1. Adopts a state definition of "sustainable groundwater management"
2. Empowers local agencies to achieve sustainability
3. Establishes a uniform framework for local groundwater management planning
4. Respects regional differences and provides local agencies flexibility to tailor plans that meet their needs
5. Provides state technical assistance
6. Improves coordination between land use and groundwater planning
7. Provides for state review of groundwater plans and limited state intervention authority when local action has been insufficient
8. Protects water rights

Core Principles

- **Groundwater should be locally and collaboratively managed to address unique basin conditions and challenges.** Every basin is different, and solutions must be tailored to the basin and its users. Over time, local residents will largely pay for and benefit from the construction, operation and maintenance of improvements to their water resources. Consequently, it is essential that local and regional agencies exercise leadership and obtain consensus on the solutions to their groundwater problems.
- **Groundwater should be managed sustainably.** The goal in all regions of the state must be to manage groundwater sustainably. It is not acceptable for a region to deplete or degrade its groundwater resources to the detriment of future generations.
- **The state's role should complement and support the goal of local sustainable groundwater management.** The state should support local control of sustainable groundwater management by providing the necessary authority, technical support and financial resource options. The state should step in only when local agencies are unable or unwilling to solve serious groundwater problems. When the state does so, however, it should transfer management back to local authorities when they are prepared to assume responsibility.
- **Water rights should be protected.** The water rights of existing water right holders should be reassured that their rights are protected by law. The goal is better groundwater management, which makes those rights more valuable.

Background

- **Groundwater is essential to California.** Because of California's variable precipitation and regular dry periods, California has always relied on groundwater, particularly when surface water is scarce.
 - More than 80 percent of Californians rely, in part, on groundwater for their drinking water.
 - Groundwater is about 38 percent of the state's total annual water supply— up to 60 percent in dry years.
 - Rural areas and small urban areas rely entirely on groundwater, as well as some larger cities, such as Fresno.
 - Groundwater basins are one of the most cost-effective and environmentally friendly places to store water locally during wet years.
 - Collectively, groundwater basins are the state's largest reservoirs— more than 10 times the size of all its surface reservoirs combined.
 - If managed well, groundwater can serve as a buffer against the impacts of climate change and drought.

- **Groundwater and surface water are part of the same system.** Groundwater feeds surface water streams when groundwater levels are high. When groundwater levels decline, groundwater contributions to stream flow may decline or surface streams may lose more water to the aquifer than under natural conditions. Some streams may become completely disconnected from groundwater, entirely losing contributions from groundwater inflow.
- **Groundwater problems vary greatly and are locally very important.**
 - Overdraft is a problem in large parts of the San Joaquin Valley, as well as some Central Coast and southern California basins with limited surface supplies.
 - Between 2006 and 2010, the Central Valley lost enough groundwater to fill our largest reservoir, Lake Shasta, five times.
 - Seawater intrusion into aquifers is a problem in some coastal areas, such as the Oxnard plain and parts of Monterey County.
 - Groundwater pumping is dewatering rivers that supply surface water to communities and farms, and support salmon and other important species.

Q&A

Q. What does “sustainable” mean?

A. Simply put, sustainable groundwater management means managing our precious water so that it is available for future generations, while balancing the more immediate needs of our economy, environment and essential human health and safety.

Q: Many areas already manage their groundwater sustainably. Does the legislation impose new mandates on them?

A: One of the law’s core principles is that groundwater should be managed at the local and regional level. There are many examples where local management has proven successful and state management is not needed. As long as local or regional agencies are demonstrably managing their groundwater in sustainable fashion, state management is unnecessary. The state’s role is then limited to support and monitor the success of local or regional management agencies.

Q. How does the groundwater legislation relate to the drought?

A. Sustainable groundwater management is an issue that goes beyond the current drought. Improved groundwater management will put us in a better position to recharge our groundwater basins in future wet years and will make communities more resilient to climate change and future droughts. The drought has highlighted groundwater’s importance in California’s overall water supply, as well as the vulnerability of the resource. This drought has led to an increased demand for groundwater and is expected to worsen overdraft in some areas. The problem is not new, however, and overdraft has been occurring in some basins for decades.

Q. What is overdraft?

A. A basin is in overdraft when the amount of groundwater pumped from the basin exceeds the amount of water recharging the basin over a period of time. When overdraft continues for a number of years, significant impacts may occur, including land subsidence, water quality degradation, dry wells, seawater intrusion and increased extractions costs.

Q. What is long-term overdraft?

A. Long-term overdraft means the condition of a groundwater basin where the average annual amount of water extracted for a long-term period, generally 10 years or more, exceeds the long-term average annual supply of water to the basin, plus any temporary surplus.

Q. How is limited state intervention consistent with local control?

A. First and foremost, groundwater should be managed at the local and regional level. This new law ensures that local and regional agencies have the tools they need to sustainably manage their groundwater resources. Locally derived solutions are often the most successful because they can best account for local conditions and needs, but some local areas have found it difficult to solve groundwater problems for a variety of reasons. Where local and regional agencies have been unable or unwilling to manage their groundwater sustainably, the state is authorized to step in to ensure that our precious groundwater resources are around for future generations. In all cases, the goal will be to develop long-term, sustainable groundwater management at the local or regional level – not management in Sacramento.

Q. What about surface water?

A. Surface and groundwater are interconnected and must be managed together. This groundwater legislation is one component of the California Water Action Plan, which is a comprehensive approach to both ground and surface water management. In places where local agencies manage groundwater sustainably, they generally have developed a broad range of strategies, including conservation, replenishment projects, stormwater capture and water recycling. Groundwater management plans and programs for specific areas will need to be integrated with surface water management within their regions, depending on the overall make-up of local water supplies.

Q. Why are you not talking about new reservoirs?

A. Expanding water storage capacity, both on the surface and underground, is one of the key elements identified in the California Water Plan. When it comes to groundwater, however, there are no easy fixes. In addition to more surface storage, we need to consider a broad range of management options, including recharging groundwater with surface water, conservation, increased use of recycled water, capturing and re-using stormwater, and better integration among regional projects. Local agencies that manage groundwater successfully typically use a variety of these tools. In areas where groundwater overdraft and water quality concerns have been mounting for decades, local agencies can probably only resolve them through a diverse set of solutions.

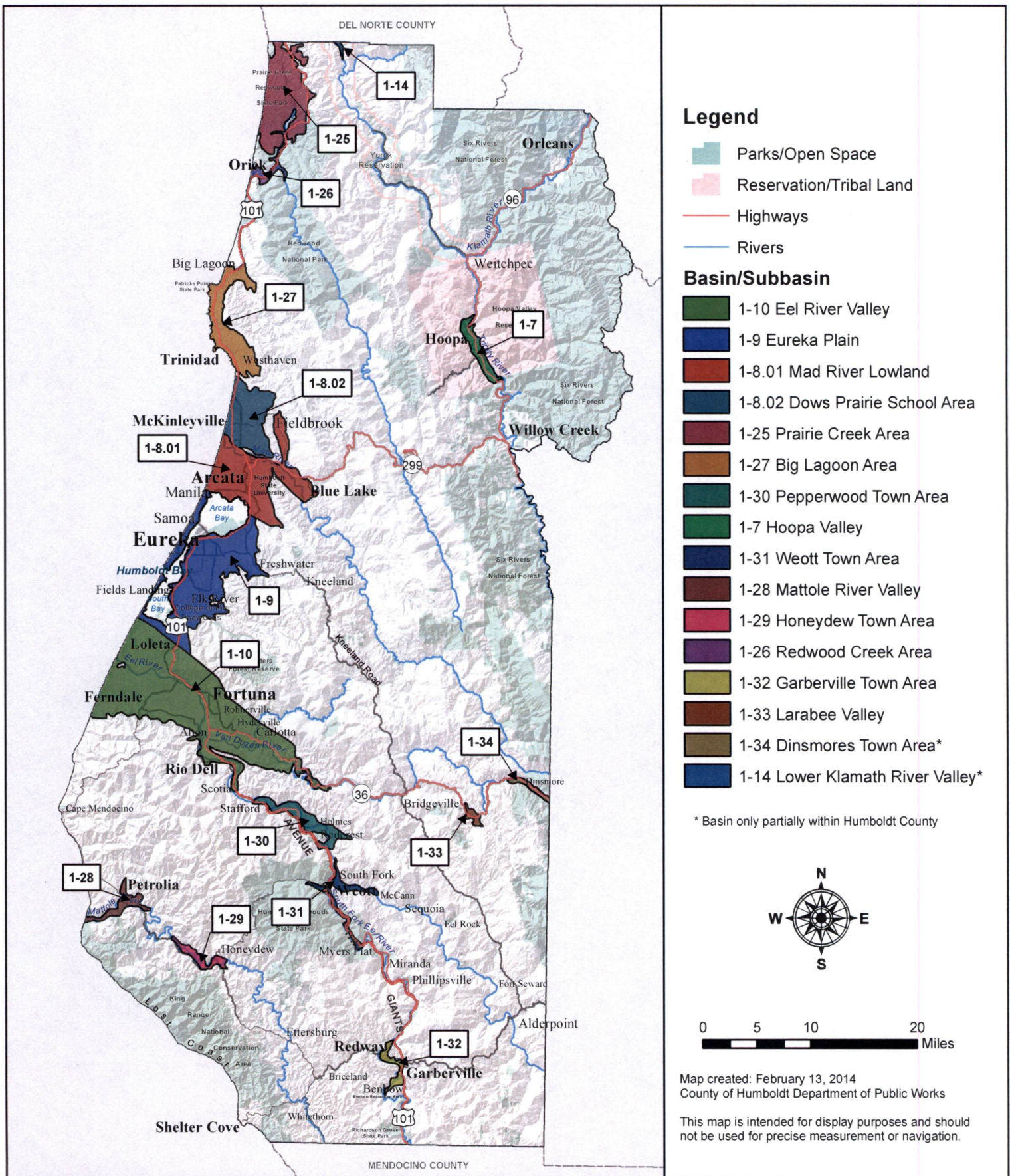
Q. How will the water bond benefit groundwater?

A. The water bond will provide \$100 million for competitive grants for preparation of sustainable groundwater plans and implementation of groundwater management projects. The bond also provides billions more for groundwater cleanup, storage projects and other actions that will help local agencies manage groundwater sustainably.

Key Dates

- **January 31, 2015:** Department of Water Resources (DWR) establishes groundwater basin priorities. This will determine which basins require groundwater sustainability plans.
- **2015 to 2016:** DWR identifies basins subject to critical conditions of overdraft.
- **January 1, 2016:** DWR adopts regulations to revise basin boundaries.
- **June 1, 2016:** DWR adopts regulations for evaluating groundwater sustainability plans.
- **December 31, 2016:** DWR publishes report on water available for replenishment of groundwater in the state.
- **January 1, 2017:** DWR publishes best management practices for the sustainable management of groundwater.
- **June 30, 2017:** Local agencies must establish groundwater sustainability agencies.
- **July 1, 2017:** State may designate probationary basins where groundwater sustainability agencies are not established.
- **January 31, 2020:** Groundwater sustainability plans are adopted and implementation is under way for basins in critical overdraft. Plans are submitted to DWR for adequacy review upon adoption.
- **January 31, 2022:** Groundwater sustainability plans are adopted and implementation is under way for high and medium priority basins not in critical conditions of overdraft. Plans are submitted to DWR for adequacy review upon adoption.
- **January 31, 2040:** Groundwater sustainability agencies in critically over drafted basins achieve sustainability goal.
- **January 31, 2042:** Groundwater sustainability agencies in basins not in critical condition of overdraft achieve sustainability goal.

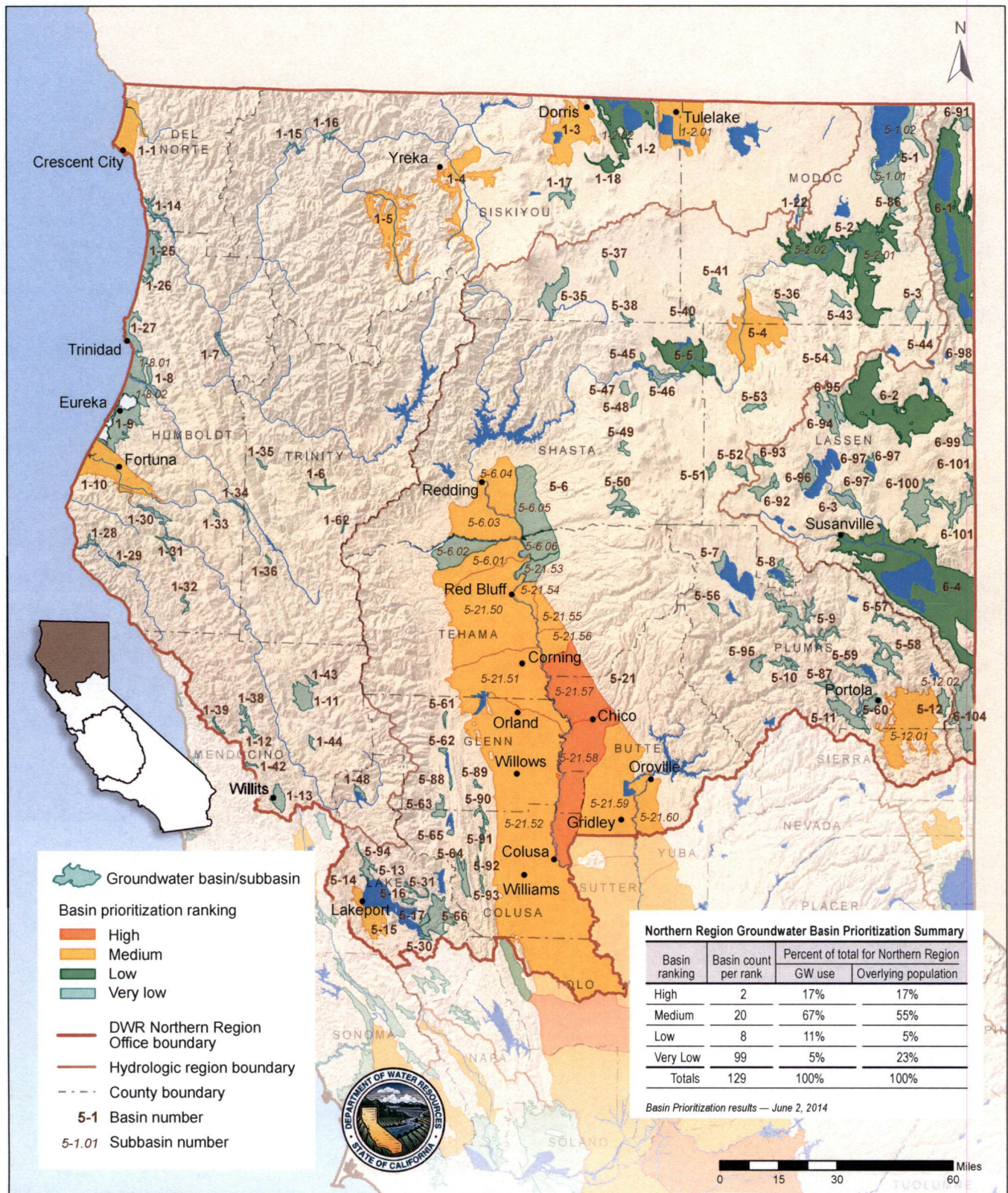
Attachment 2
Map of Designated Alluvial Groundwater Basins in Humboldt County



Department of Water Resources Bulletin 118 Alluvial Groundwater Basins/Subbasins Humboldt County, California

Attachment 3
CASGEM Groundwater Basin Prioritization (Northern Region)

CASGEM Groundwater Basin Prioritization — Northern Region



Attachment 4
Summary of Initial Stakeholder Input

Attachment 4

Summary of Initial Stakeholder Input Sustainable Groundwater Management Act

Interviews conducted by Robert Vogt, Senior Environmental Analyst, Humboldt County Public Works

Denver Nelson (concerned citizen) – August 5, 2014

Concerned about State involvement in the development of groundwater plans and long term management of the plans. Wants to develop a plan and ordinance quickly through Humboldt County, needs to include all basins not just the Eel River Basin.

John Vevoda (local dairyman) – August 12, 2014

Does not want the State to regulate our local groundwater resources. Concerned about recent ruling on the Scott River, that the public trust doctrine can be applied to groundwater extraction that affects navigable waters. Water use is a right and goes with the land; the Scott River ruling jeopardizes this understanding. Need to include all wells in this program not just agricultural wells. Suggests consideration of a “water master” that would monitor water use.

Dave Fisch (licensed driller) – August 13, 2014

The most significant issue that we must prepare for and determine if current issue or not is salt water intrusion. There is good process out there with the development of wells, all well drillers use DWR Form 188, this is filed with County and DWR, customer and driller keep copies as well. Could tweak this system to maintain confidentiality but get data from well. Should make a County law that only licensed well drillers for well permits, also that only certified pump service company can break well seals, or permits for pulling, maintaining, or breaking well seal. Mentioned that the public trust doctrine needs to be protected by the County. Management of the program needs to have someone with knowledge of issues (well construction, geology, soils, aquifer types, pumping, etc.) He estimates a couple thousand wells in Humboldt County currently.

Katherine Ziemer (Humboldt County Farm Bureau) – August 26, 2014

Her biggest issue is the associated fees that will inevitably come with another regulatory program. Her constituents are heavily regulated and just recently received notification from the SWRCB that there will be fees associated with their Waivers of WDR's associated with dairies. The RWQCB had initially indicated to local dairy owners that there would be no fees associated with these waivers as part of initial enrollment process. She relayed that the Farm Bureau believes this is the number one issue facing the industry in the last 20 years. She acknowledged the need to have regulation or policy that will maintain water rights and sustain groundwater levels. Whatever is developed needs to be simple to implement and manage for landowners with no additional fees.

Yana Valachovic and Jeff Stackhouse (UC Cooperative Extension) – September 5, 2014

Whatever program is developed will need to include all available resources not just agricultural,

and it can't be complaint driven. Very important issue is the ability to calculate sustainability accurately. Also, how do you calculate the recharge rate, what is it, how does it occur? Had suggestions for assisting with developing a program: contact a geologist to determine issues around measuring sustainability, have a retired locally knowledgeable geologist on a committee, and use a phased approach to implement ("period of study" of three years or so, no costs, no permitting) groundwater quantity measurement and the recharge. Important to recognize that these are new State regulations and the impending State involvement in the management of our water resources rather than local control if we don't complete the process according to the regulatory timeline.

Jeff Dolf (Agricultural Commissioner) – September 19, 2014

The most significant issue for agricultural constituents is the impacts to private property rights as they relate to groundwater. Will this new regulation take away the private property aspect of groundwater which is critically important to agricultural producers for crop and feed production and pasture irrigation? Questions that he had relating to management, are we going to set thresholds on extraction to limit what agriculture can use, will there be ultimate compliance limits, and how will those limits be enforced? He felt strongly that the County needs our own plan and does not want to see involvement from the State in the control of local groundwater. We discussed the applicability to all the basins or just the Eel River basin. We would need to look at the different aspects of each basin and not develop a one size fits all approach, each basin has its own conditions that impact not only the amount of groundwater available but how much can be withdrawn and what the recharge levels are per basin.

Norm Crawford (County Environmental Health Division) – September 17, 2014

Environmental Health processes well permit applications for land use and environmental contamination. Environmental contamination wells are used by both County Health and the Regional Water Quality Control Board to investigate contamination from underground storage tanks, pipes, spills, etc. These data are tracked on the State's Geo Tracker database which has a listing of all monitoring wells by location (town, business, street, etc.). These types of wells can also be obtained by individuals that are doing due diligence work in association with a property purchase. The Land Use wells are typically observation wells for septic system design, and proper percolation. They also cover the installation of drinking water wells, the two need to be coordinated so that a drinking water well is not located close to septic systems.

Roland Rueber, Erik Nielsen, Mike Foget (SHN Consulting Engineers and Geologists – September 16, 2014)

Understanding the volume of groundwater (acre-feet) is a very important step for determining sustainability. Recharge is also a critical component to determine what is returned to the groundwater table year in and year out. In order to get these data points need good well monitoring, it may be necessary to place some wells in locations where there is not enough data. They suggested using the DWR wells in existence for determining baseline and using DWR current data for the groundwater table volumes. For Humboldt County, measuring the main parameters for recharge can be a challenge in our geologically diverse location. Recharge is dependent on rainfall, runoff, snowfall, infiltration, recharge locations, and river/stream recharge through percolation (gain and losing water body). Also, groundwater volume can be a challenge with differences in soil types which affects the soil porosity, one of the main determiners for

capacity of groundwater storage along with saturated depth, surface area, and specific yield. For measuring depths, they suggest voluntary measuring at first from metered devices, then mandatory at some time in the future once the program gets up and running. Meters would have to be certified and inspected by the County to assure compliance with sustainability monitoring. Suggest that when a well permit is requested that a licensed hydrogeologist could be required to file for and list the basin intended to drill, with well construction details and water levels.

Norm Crawford and Mark Verhey (County Environmental Health Division) – September 29, 2014

There was a Federal USGS study of the Eel River Basin some time ago that looked at nitrate levels, this study may have relevant data. There are some new homeland security-based regulations that limit what you can find out about water wells. Information submitted by drillers should be looked at closely by qualified personnel to ensure accurate information. Biggest challenge will be to determine what is being pumped out of basin in order to calculate the usage. Currently, landowners have not been asked to furnish this information, there are limited amount of meters on the wells in the County. This will be new for landowners/owners of wells. Placing wells on a map will be a large undertaking. Different groundwater conditions exist in different basins so cannot lump all together under one management scenario. Basins in Humboldt County recharge differently, the Eel River has a high recharge rate.

Jack Rice (rancher, legal counsel for California Farm Bureau Federation) – October 2, 2014

Local management of the groundwater process is the preferred alternative. Concerned about government efficiency and the impact that will have on local agricultural industry. There are many programs/regulations that local agricultural industry (farmers, ranchers, timber) are managing day to day, any additional regulatory burden will be costly. Recommended looking at Section 10733.6(b)(3) with description of the “sustainable yield” over 10 years for acceptance as an alternative plan and management. For groundwater monitoring data, could look at abandoned wells, some active wells that we can access (DWR), and could also look at electric bills to get an idea of how much pumping occurred for a given well. There is a standard conversion you can use for kW and pumping rates. Very important to coordinate the Dairy Waiver program (SWRCB/RWQCB) to this groundwater management process, specifically with “degraded water quality” included as an “undesirable result.” Management agency has to be identified for the county by June 30, 2017.

Edited February 2, 2015

Attachment 5
Summary of Eel River Valley Groundwater Basin

Eel River Valley Groundwater Basin

- Groundwater Basin Number: 1-10
- County: Humboldt
- Surface Area: 73,700 acres (115 square miles)

Basin Boundaries and Hydrology

The Eel River Valley Groundwater Basin is one of the principal groundwater basins in the Eureka area of Humboldt County. The area includes the lower 8 miles of the Van Duzen River Valley and the Eel River Valley. The basin is bordered on the north by the Little Salmon Fault, on the south by the Plio-Pleistocene Carlotta Formation, and to the east by the Wildcat series; however, the actual extents of the eastern boundary is uncertain (Strand 1963, Clark 1990). The Wildcat series is a group of five formations ranging in age from Miocene to Pleistocene consisting of sandstone, marine siltstone, and claystone (Evenson 1959). The Carlotta Formation forms the uppermost formation of the Wildcat series. Surficial deposits of the Carlotta Formation are observed north and south of the Van Duzen River valley, located in the southeastern portion of the basin, and is an important water-bearing formation.

The basin includes the Eel River delta and channel gravels, floodplain clays and silts, and older terrace gravels of the Eel River and Van Duzen River. The basin also includes outcrops of the Hookton and Carlotta Formations in the northern and southern portions of the valley.

Annual precipitation in the basin ranges from 41 to 55 inches, increasing the southeast.

Hydrogeologic Information

The aquifer system of the Eel River Valley Basin is primarily composed of alluvium underlain by the Hookton and Carlotta Formations. Upland areas to the northeast are comprised of the Hookton Formation underlain by the Carlotta Formation. The Carlotta Formation is underlain by the remainder of the Pliocene Wildcat series. The Little Salmon Fault forms a hydrologic barrier to the north.

Water-Bearing Formations

Water-bearing formations include Quaternary river channel and floodplain deposits, the Carlotta Formation and, to a lesser extent, the Hookton Formation. The major aquifer in the basin is the alluvium that underlies the floodplain of the Eel River Valley (Evenson 1959).

Holocene Alluvium. The alluvial deposits underlying the Eel River delta consist of blue clay or sandy clay ranging in thickness from 1- to 75-feet. Between the Eel and Salt rivers, the alluvium consists of coarse sand and gravel from the surface to depths of 60 feet or more. Coarse gravel and sand containing minor amounts of silt and clay extend upstream along the Eel River to its confluence with the Van Duzen River.

The Eel River valley is underlain by poorly sorted sand and gravel, as much as 200 feet in thickness. Most of the groundwater used in this area is

obtained from wells tapping these beds. (Evenson 1959). Specific capacities range up to 600 gpm per foot of drawdown (DWR 1965).

Pleistocene Hookton Formation. The Hookton Formation underlies the alluvium in the river floodplain and is exposed in the northern 20 percent of the basin and also outcrops along the southern boundary. The formation consists of yellow to yellow-brown loosely consolidated clay, silt, sand, and gravel, interfingering with blue-gray marine clay and silt. Thickness of the formation ranges up to 100 feet (USBR 1960).

Plio-Pleistocene Carlotta Formation. The Carlotta Formation, a portion of the upper Wildcat group, is a poorly consolidated brown conglomerate and sandstone of continental origin with some marine blue-gray claystone and siltstone. Along the southern part of the Eel and Van Duzen River valleys, these sediments consist primarily of poorly sorted cobble conglomerate of nonmarine origin and fairly well sorted sandstone containing minor interfingering clay beds of marine origin. The formation may extend as far north as the Mad River. Well yields vary in the formation and are generally less than yields from alluvial deposits. West of Ferndale, wells drilled into the Carlotta Formation yield 1,200 gpm (DWR 1965). East of Ferndale, wells can yield 500 gpm (DWR 1965). Generally, specific capacities range from 15- to 20-gpm per foot of drawdown (Evenson 1959).

Restrictive Structures

The Little Salmon Fault is likely a hydrologic barrier to the north.

Recharge Areas

Recharge to the alluvium is from direct precipitation and seepage from the Eel and Van Duzen Rivers. Some groundwater also moves laterally from adjacent formations and also moves upward due to differences in hydraulic head between the alluvium and underlying formations. Direct recharge to the Carlotta Formation from streamflow likely occurs as the Van Duzen River transverse exposures of the formation in the eastern third of the basin.

Groundwater Level Trends

The depth to groundwater in the alluvium ranges from about 3 feet to 20 feet. Depth to groundwater for wells constructed in the Carlotta Formation is to within 35 feet of ground surface. North of Loleta, near Table Bluff, depth to which water is encountered is reported to be 300 feet. (DWR 1965)

Groundwater Storage

Groundwater Storage Capacity. Evenson (1959) estimates storage capacity for the basin to be 125,000 acre-feet based on a surface area of 19,400 acres and an average specific yield of 22 percent. The saturated thickness varied from 10- to 40-feet.

DWR (1975) estimates the storage capacity for the basin to be 136,000 acre-feet. Useable storage capacity is estimated to be 100,000 acre-feet.

Groundwater Budget (Type B)

Estimates of groundwater extraction are based on a survey conducted by the California Department of Water Resources in 1996. The survey included landuse and sources of water. Estimates of groundwater extraction for agricultural and municipal/industrial uses are 49,000 and 1,400 acre-feet respectively. Deep percolation from applied water is estimated to be 9,500 acre-feet.

Groundwater Quality

Characterization. Groundwater in the basin is characterized as magnesium-calcium bicarbonate and magnesium-sodium bicarbonate type waters. Total dissolved solids (TDS) range from 110- to 340-mg/L, averaging 237 mg/L (DWR unpublished data).

Impairments. Impairments to groundwater include high iron concentrations and locally high TDS, manganese, magnesium, calcium, boron, nitrite, and phosphorus.

Water Quality in Public Supply Wells

| Constituent Group ¹ | Number of wells sampled ² | Number of wells with a concentration above an MCL ³ |
|--------------------------------|--------------------------------------|--|
| Inorganics – Primary | 24 | 0 |
| Radiological | 14 | 0 |
| Nitrates | 27 | 0 |
| Pesticides | 8 | 0 |
| VOCs and SVOCs | 12 | 0 |
| Inorganics – Secondary | 24 | 8 |

¹ A description of each member in the constituent groups and a generalized discussion of the relevance of these groups are included in *California's Groundwater – Bulletin 118* by DWR (2003).

² Represents distinct number of wells sampled as required under DHS Title 22 program from 1994 through 2000.

³ Each well reported with a concentration above an MCL was confirmed with a second detection above an MCL. This information is intended as an indicator of the types of activities that cause contamination in a given basin. It represents the water quality at the sample location. It does not indicate the water quality delivered to the consumer. More detailed drinking water quality information can be obtained from the local water purveyor and its annual Consumer Confidence Report.

Well Production characteristics

| Well yields (gal/min) | | |
|-----------------------|--------------------|--|
| Municipal/Irrigation | Range: up to 1,200 | Average: 400 (DWR 1975) |
| Total depths (ft) | | |
| Domestic | Range: 13 - 415 | Average: 108 (219 Well Completion Reports) |
| Municipal/Irrigation | Range: 20 - 572 | Average: 133 (12 Well Completion Reports) |

Active Monitoring Data

| Agency | Parameter | Number of wells /measurement frequency |
|---|--------------------------------|---|
| DWR | Groundwater levels | 8 wells semi-annually |
| DWR | Miscellaneous water quality | 11 wells biennial |
| Department of Health Services and cooperators | Miscellaneous water quality | 29 |

Basin Management

| | |
|-------------------------|--|
| Groundwater management: | No known groundwater management plans, groundwater ordinances, or basin adjudications. |
| Water agencies | |
| Public | Hydesville County WD |
| Private | |

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Errata

Changes made to the basin description will be noted here.

McKinleyville Community Services District

BOARD OF DIRECTORS

July 1, 2015

TYPE OF ITEM: **INFORMATION**

ITEM: F.2.A. Support Services - June 2015 Report

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

TYPE OF ACTION: None

FINANCIAL, AUDIT, & BUDGET INFORMATION

The District has deposited \$355,711.74 to date into the Trust Account for reserves recovery as of May 31, 2015.

Audit Update: We are in year three of the 3-year audit contract with Hunter, Hunter, and Hunt. The audit team has met to review the proposed audit schedule for this year. Operations Lead and Staff have efficiently completed the Supplies Inventory for this year and provided updated information for next year's count sheets.

Treasurer's Report Highlights: The May Treasurer's Report revenue includes capacity fees of \$159,578 for the Water Fund and \$239,576 for the Sewer Fund respectively.

We are running full-cost reports for both the Emergency Water Line Intertie Project and the Pierson Park Covered Picnic Pavilion. We will add the value of the new assets to our Fixed Asset base as soon as complete and accurate costs have been established.

The WWMF project shows a small deficit of \$3,313.75 in May, due to a voided check in the current fiscal period. Additional information for the loan that will fund the WWMF project was requested by the State Water Board and provided.

Other Updates:

SDRMA, our worker's compensation carrier, has reimbursed the District \$1,000 for safety-related expenses this year, thanks to Jason Patton, who collected and formatted all the documentation required.

The DocStar document management system has continued to prove valuable to the District. A misapplication of payment on our PG&E OBF Loan for the LED Streetlights Project was easily corrected due to Jennifer Olsen's consistent application of DocStar scanning of our Accounts Payable. To PG&E's credit, they corrected the error in their system immediately when it was brought to their attention. Our local PG&E representative Ryan Marruffo was extremely helpful in this process.

CSR Supervisor David Baldosser has continued to find new ways to use DocStar to more easily retrieve customer-requested information. His latest effort, Building Pre-site Notification records are now readily available in DocStar.

McKinleyville Community Services District

BOARD OF DIRECTORS

July 1, 2015

TYPE OF ITEM: **INFORMATION**

ITEM: F.2.B **Operations Department – May 2015 Report**

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

TYPE OF ACTION: **None**

Water Department:

Water Statistics:

The district pumped 38 million gallons of water in May.
Four 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 9 and 11 along with a minimal number of retests. Customers with failed DCV's were notified to make repairs and call the office to schedule a retest.

Average and Maximum Water Usage:

The maximum water usage day was 1.5 million gallons and the average usage per day was 1.2 million gallons.

Water Distribution Maintenance:

Weekly Bacteria Samples were collected on Schedules 1, 2, 3 and 4 which represent different locations in the water system. The schedules are made up of a sample taken in each zone. Several leak repair locations were paved due to there being enough patches prepped to justify a truck load of asphalt to help offset costs. A water service tap was performed for the contractors at the new Ace Hardware location. An angle-stop was replaced on Wavecrest. A fire hydrant was struck by an automobile at the intersection of Bella Vista and Central. The Sheriff Department was dispatched but the vehicle was not found. Staff repaired the hydrant and put it back into service. A water main blow-off coupler glue fitting came apart on Bates and created a 30 foot fountain. Staff responded quickly, shut down the main and made the repairs.

Water Station Maintenance:

String trimming was completed at several water stations. Repairs were made to the Cochran Tank altitude valve due to a small leak noticed during monthly inspections. A faulty circuit breaker was replaced at the Blake Station due to inconsistencies noticed

with the air in the tank during the weekly inspection. Semi-annual expansion joint inspections were completed at all stations.

As of July 2014, the District is required to submit a Public Water Monthly Monitoring Report to compare water usage to last year's usage in the same month. I will keep the Board updated each month using the Table below.

Water Usage Comparison in Million Gallons

| | 2013 | 2014 | % Reduction | 2014 Recycled | R- GPCD |
|------------------|-------------|-------------|------------------------|--------------------------|------------|
| July | 54.757 | 50.668 | 7 | 14.297 | |
| August | 55.908 | 46.600 | 17 | 13.040 | |
| September | 45.702 | 40.619 | 12 | 17.434 | |
| October | 39.439 | 36.393 | 8 | 16.077 | |
| November | 34.879 | 30.795 | 12 | 13.807 | |
| December | 35.203 | 33.146 | 6 | 0 | |
| | 2013 | 2015 | % Reduction | 2015 Recycled | R- GPCD |
| January | 38.263 | 32.781 | 14 | 0 | 52 |
| February | 33.751 | 29.867 | 12 | 0 | 52 |
| March | 36.244 | 33.456 | 8 | 0 | 51 |
| April | 39.755 | 33.238 | 16 | 0 | 52 |
| May | 49.407 | 38.20 | 23 | 15.160 | 57 |

*Recycled water is reclaimed water that is used for irrigating crops.

New Construction Inspections:

Central Estates Phase 2C; all facilities have been installed and tested. Paving will be completed in June and a punch list will be compiled. CVS; the hot tap was completed and testing is in process. The new Ace building on Central installed a new fire service which was inspected by staff. A bypass will be installed on the fire service next month.

Sewer Department:

Waste Water Statistics:

25.6 million gallons of wastewater was collected and pumped to the W.W.M.F. 20.2 million gallons of wastewater was treated and discharged to land disposal or reclamation in May.

Daily, weekly and monthly inspections of all sewer facilities were conducted.

Sewer Station Maintenance:

The drywell blower bearings were replaced at the Fischer lift station. The quarterly wet well washing was performed at the B Street and Fischer Stations along with wiping down the hand rails and pumping out the grit pits. The wet well washing is conducted to prevent grease and rags from plugging up the pumps along with preventing hydrogen sulfide from damaging the concrete. Semi-annual expansion joint inspections were completed at all stations. A pump seal was replaced on the Hiller Station Pump 2.

Sewer Collection System:

The quarterly hydro-cleaning schedule was completed using the Vac-con and 3000 psi of water through a spinning nozzle. This schedule is made up of approximately 12,000 feet of pipe. Customers were notified in advanced. 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. Several sewer lateral inspections were completed for new construction. A sewer spill occurred on Central Avenue near the new Ace Hardware building. The main was filled with rock and debris from the contractors pulling the lateral apart. Staff responded with the Vac-con and unplugged the main. Staff then cleaned the sewer main and inspected the lateral with a camera. The contractor will be billed for the event. The proper agencies were notified of the spill and a report will be filed next week.

Wastewater Management Facility:

The Chlorine Contact Basin was drained and cleaned with fire hoses. Pond 5 was drained to take pictures of the pond floor. A maintenance plan will be developed using the pictures for thinning out the bulrush thatch.

Daily Irrigation and Observation of Reclamation Sites:

Daily observations and pipe moving was conducted along with daily reports filled out. Weekly well monitoring was conducted at the Fischer Ranch tree farm as part of the tree farm pilot study along with mowing around the trees.

Street Light Department:

No streetlight complaints were reported.

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

Special Notes:

Pony Express banners were removed from Central Avenue.
Staff attended a drought webinar on how to reduce residential usage.
Staff attended the ICS 402 training at the courthouse.
Oil changes were conducted on all equipment other than the utility trucks.
Tractors, Dump Truck and Vac-con were greased and lubed to prevent wear.
Repairs were made to the concrete saw.
The annual inventory was completed in all shops and facilities.
Monthly river samples were completed.
Monthly Discharge and Self monitoring reports (DMR/SMR) were submitted.
Public Water Monthly Monitoring report was submitted.
Monthly Water Quality report was sent to the Dept. of Health.
Monthly Pesticide applicator report was submitted to Department of Agriculture.
The Consumer Confidence Report was sent out to customers in the news letter.
Staff conducted a bid opening for the Teen Center Project.

WWMF upgrade status:

Kennedy/Jenks responded to the District's Final designs (Bid Set) comments. A conference call to discuss their response is scheduled to take place in the near future.

Staff is continuing to pump water out of Pond 1A only after rainfall. The Pond is approximately 99% drained. At this time staff is going to cut wind rows with the tractor to help dry out the sludge.

McKinleyville Community Services District

BOARD OF DIRECTORS

July 1, 2015

TYPE OF ITEM: **INFORMATION**

ITEM: F.2.C Parks & Recreation Director's Report for July 2015

PRESENTED BY: Lesley Frisbee, Recreation Director

TYPE OF ACTION: None

PONY EXPRESS DAYS:

This years' Pony Express Days was another success. Several hundred people enjoyed the events leading up to the festival at Pierson Park on Saturday, June 6, 2015. Parks and Recreation partnered with the Boys and Girls Club of the Redwoods at a booth showing of the design of the coming Teen and Community Center as well as sharing information about upcoming programs and opportunities. I would like to recognize our Park Maintenance Staff as well as the Operations Department staff for the great work they did to make sure the park and facilities were looking good.

GRANTS:

Last month we received notice that we will be awarded the Habitat Conservation Fund Grant for \$56,000 to be used for a trails project along Mad River at Fischer Ranch Property.

TEEN & COMMUNITY CENTER:

Staff continues to work with the Boys & Girls Club of the Redwoods and the development of a partnership to run the teen center portion of the facility. We are currently working out the details of the MOU and Business Plan for the partnership, as well as building a sustainable fundraising plan and structure. We will be hosting an informational gathering open to the public to bring the community up to speed on the construction timeline, as well as the partnership with the Boys and Girls Club.

BENCH AT SCHOOL ROAD:

The bench overlooking the Mad River at the end of school road has been installed.



RECREATION PROGRAMS:

Kindersports program: The July T-Ball session for 2-3 year olds is currently full. The session for 3-5 year olds has only 5 openings left.

KidsCamp Summer Day Camp: Kids Camp started June 15th. Enrollment in the first week was at 75% of capacity, and has been steadily increasing each day. Thanks to Humboldt Area Foundation's Summer Youth Grant for granting us \$1000 towards field trip transportation for camp field trips. This year trips will include a visit to Patrick's

Point, the Arcata Marsh, Far North Climbing Gym and a tour on the Madaket in Humboldt Bay.

Youth Driven Saturday Nights: Youth Driven, a drop in rec program for youth in 6th-12th grades, has a regular attendance of 20-25 students (mostly in grades 6-9) where young people play games, listen to music and hang out with friends.

Flag Football: We are trying to introduce McKinleyville youth to Flag Football through an informal program focusing on skill development. We had free skills clinic to promote this program on Wednesday, June 24th and had 22 kids participate. This program officially starts July 1st. Participants can register in advance or drop in for \$10. Staff and volunteers will lead kids through skills and drills for the sport as well as a scrimmage each week.

Summer Youth Basketball: This is a popular summer program for young basketball enthusiasts. One evening a week, participants will get to do skill drills and scrimmages with other players in the same age bracket. It is an informal, non-competitive program focusing on providing more opportunities for playing basketball.

Drop-in Basketball: We are averaging 12-22 participants per week at this program.

Party Program: The last two months has averaged 4 parties per month. Parties tend to slow down in the summer with Spring and Fall being the busiest times of the year for parties through our party program at the Activity Center.

Lawn Games in the Park: This program is exactly what it states. Staff set up a variety of lawn games in Pierson Park for anyone in the community to play. It is a great way to enjoy the long summer days with family and friends. Lawn Games in the Park begins Thursday, July 2nd 5:30pm-7:30pm at Pierson Park.

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 currently have One (1) CalWORKS staff member working within the Parks Department. We are still seeking additional 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.

McKinleyville Community Services District

BOARD OF DIRECTORS

July 1, 2015

TYPE OF ITEM: **INFORMATION**

ITEM: F.2.D General Manager's Report for July 2015 Meeting

PRESENTED BY: Gregory Orsini, General Manager

TYPE OF ACTION: Information Only

A summary of activity for the month of June 2015

Cost Savings Related to District Activities – The following is a review of some of the recent cost savings opportunities District staff identified for the previous month:

| | |
|---|----------|
| • Account Services Discount | \$17 |
| • Modification of Banking System | \$385 |
| • SWAP Crews | \$1,577 |
| • Northern Humboldt Employment Services | \$2,143 |
| • CalWORKS employee | \$4,280 |
| • MAF Grant | \$1,000 |
| • LCA Grant for Covered Picnic Area | \$25,000 |
| • In House Trench Paving | \$1000 |
| • Cla-Val Altitude Valve Repair | \$300 |
| • Repair Blower opposed to Replacing | \$225 |
| • Replacement of CL2 Sensors at WWMF | \$150 |
| • Modify Vault Lid | \$150 |
| • In house Small Equipment Repair | \$100 |

Total cost savings for June are \$36,327

***The cumulative cost saving to the District to date
from July 1, 2014 is \$1,157,334***

District staff are recognized and commended for their continued efforts in looking for cost savings, the use of internal labor and grant opportunities that result in real savings for the District, rate payers, and the community.

State of California Mandatory Rationing - On June 11th, 2015, MCSD received confirmation from the State Water Resources Control Board (SWRCB) that the request to be placed in a lower conservation tier had been granted. Due to the efforts of the management teams from Humboldt Bay Municipal Water District (HBMWD) and McKinleyville Community Services District (MCSD), their Board of Directors, the Humboldt County Supervisors and our state legislators, MCSD as well as the other three urban water suppliers in the HBMWD Municipal Group have been advised that it will be required to enforce a 4% reduction in residential water consumption. See Attachment 2

California Financing Coordinating Committee Funding Fair - The GM and Finance Director attended a conference in Eureka comprised of six funding agencies: four state and two federal. This opportunity is an annual event that allows cities, counties, special districts, and tribes to discuss projects and shop for grants and low interest loans for their communities.

Solar Project – We received word from Villara that our Net Energy Metering application was accepted by PG&E for review. Thus far we have only had minor questions from PG&E for clarification.

WWMF Improvement Project and SRF Funding Efforts – Upon acceptance by the Board of the new rate structure, staff immediately forwarded the information to the State Board for inclusion in the application for our loan to fund construction of the Improvement Project. Staff will be providing all information necessary to insure the funding agreement is approved. Two resolutions that the Board will be approving at the July meeting were also produced and readied for approval.

Teen and Community Center – The bid opening for the Teen Center Construction project occurred on June 10th. Staff and our architect reviewed all bids and for responsiveness and ranked them from lowest to highest. A draft construction contract was prepared and the Board will be asked to authorize the GM to execute a contract for construction. Construction should begin in early July after a ground breaking ceremony.

Ground Breaking Ceremony – Staff would like to inaugurate construction of the Teen and Community Center at a ground breaking ceremony. We will establish a date for this event soon, presumably the week of July 6th.

North Bank Road Park Property – Management is in negotiation with the County of Humboldt to procure the parcel adjacent to N Bank Rd. and our property, for access purposed. In the near future management will bring a proposal to the Board for acceptance of this property.

Central Ave. Trees – Discussions continue with the County related to tree removal on Central Ave. and completion of an MOU for the Open Space Zone. We will be meeting with the County in the near future to complete the draft prior to General Counsel Review.

Meetings – The General Manager attended various meetings this month, including a meeting with County staff for clarification on proposed zoning changes for McKinleyville. The GM attended the June 9th Supervisors meeting to witness and speak related to a Resolution of Appreciation for Carol Rische. AWE Utility Management training was conducted in Sacramento in June. The GM attended as a refresher and to receive continuing educational units. The three day class covers state and federal requirements for the management of water and wastewater agencies.

Exhibits/Attachments

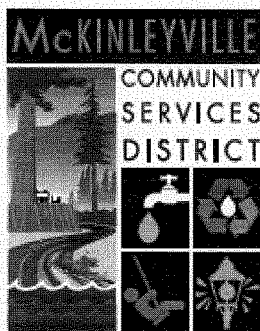
- Attachment 1 – WWMF Monthly Self Monitoring Report
- Attachment 2 – Letter from the State Board for water conservation levels

PHYSICAL ADDRESS:

1656 SUTTER ROAD
McKINLEYVILLE, CA 95519

MAILING ADDRESS:

P.O. BOX 2037
McKINLEYVILLE, CA 95519



mckinleyvillecsd.com

MAIN OFFICE:

PHONE: (707) 839-3251
FAX: (707) 839-8456

PARKS & RECREATION OFFICE:

PHONE: (707) 839-9003
FAX: (707) 839-5964

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

June 16, 2015

RE: MONTHLY MONITORING REPORT

Dear Charles:

Enclosed is the Monthly Monitoring Report for May 2015 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 30 days to Discharge Point 002, 003 and 006. The required monitoring and water quality constituents that were tested and reported were in compliance in May.

The requirement for BOD is 45 mg/L, and 65 % removal for the monthly average with five weekly tests in May that represent six criteria. The BOD results for May are in compliance.

The requirement for TSS is 83 mg/L, and 65% removal for the monthly average with five weekly tests in May which represent one criteria. The TSS results for May 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 May 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 May are as follows. Median was <1.8 and a Maximum of <1.8. Four samples were collected in the month of May and were in compliance.

Monthly River Monitoring was conducted in May.

WWMF Upgrade Status: Engineers reviewed the Final Bid Set comments that the District provided and will be conducting a phone conference in the next two weeks.

McKINLEYVILLE COMMUNITY SERVICES DISTRICT
WASTEWATER MANAGEMENT FACILITY
MONITORING DATA

YEAR: 2015

MONTH: MAY

| DATE | INFLUENT FLOW | | EFFLUENT FLOW | | EFFLUENT MAXIMUM GPM | RIVER CFS | INFLUENT MONITORING | | | EFFLUENT MONITORING | | | | | | | 3X5 TOTAL COLIFORM | |
|------|---------------|--------|---------------|--------|----------------------|-----------|---------------------|-------------|------------|---------------------|-------------|----------|---------|----------------------|----------------------------|------------------|--------------------|--|
| | M.G.D. | M.G.D. | M.G.D. | 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 ₂ RES. | RIVER CL ₂ RES. | SETTLABLE SOLIDS | | |
| 1 | 0.824 | 0.824 | 0.634 | 453 | | | 340 | 290 | 6.9 | 15.7 | 16 | 14 | 36 | 4.0 | | <0.1 | | |
| 2 | 0.849 | 0.849 | 0.638 | 451 | | | | | | | | | | | | | | |
| 3 | 0.907 | 0.907 | 0.637 | 451 | | | | | | | | | | | | | | |
| 4 | 0.843 | 0.843 | 0.652 | 1325 | | | | | 6.7 | 15.7 | | | 32 | 3.8 | | | <1.8 | |
| 5 | 0.816 | 0.816 | 0.662 | 591 | | | | | 6.7 | 16.0 | | | 32 | 4.1 | | | | |
| 6 | 0.847 | 0.847 | 0.695 | 600 | | | | | 6.5 | 15.9 | | | 24 | 3.5 | | | | |
| 7 | 0.825 | 0.825 | 0.712 | 637 | | | | | 6.8 | 15.6 | | | 34 | 4.1 | | | | |
| 8 | 0.800 | 0.800 | 0.664 | 644 | | | 440 | 440 | 6.8 | 15.6 | 15 | 12 | 36 | 4.2 | | <0.1 | | |
| 9 | 0.841 | 0.841 | 0.445 | 316 | | | | | | | | | | | | | | |
| 10 | 0.867 | 0.867 | 0.436 | 311 | | | | | | | | | | | | | | |
| 11 | 0.840 | 0.840 | 0.280 | 1132 | | | | | 6.8 | 16.0 | | | 36 | 4.8 | | | <1.8 | |
| 12 | 0.827 | 0.827 | 0.000 | 0 | | | | | Washed CCB | | | | | | | | | |
| 13 | 0.839 | 0.839 | 0.486 | 1231 | | | | | 6.8 | 15.9 | | | 34 | 4.7 | | | | |
| 14 | 0.825 | 0.825 | 0.862 | 858 | | | | | 6.6 | 16.1 | | | 32 | 3.7 | | | | |
| 15 | 0.803 | 0.803 | 0.856 | 723 | | | 290 | 240 | 6.7 | 16.5 | 18 | 9.2 | 34 | 6.7 | | <0.1 | | |
| 16 | 0.848 | 0.848 | 0.628 | 452 | | | | | | | | | | | | | | |
| 17 | 0.885 | 0.885 | 0.590 | 421 | | | | | | | | | | | | | | |
| 18 | 0.825 | 0.825 | 0.755 | 889 | | | | | 7.1 | 17.6 | | | 34 | 5.0 | | | <1.8 | |
| 19 | 0.807 | 0.807 | 0.998 | 897 | | | | | 6.8 | 17.4 | | | 36 | 3.6 | | | | |
| 20 | 0.799 | 0.799 | 0.899 | 897 | | | | | 7.1 | 17.6 | | | 36 | 4.7 | | | | |
| 21 | 0.801 | 0.801 | 0.776 | 851 | | | | | 7.1 | 17.5 | | | 34 | 4.2 | | | | |
| 22 | 0.799 | 0.799 | 0.692 | 623 | | | 270 | 200 | 6.9 | 17.8 | 31 | 33 | 34 | 3.1 | | <0.1 | | |
| 23 | 0.792 | 0.792 | 0.585 | 419 | | | | | | | | | | | | | | |
| 24 | 0.786 | 0.786 | 0.576 | 408 | | | | | | | | | | | | | | |
| 25 | 0.859 | 0.859 | 0.575 | 406 | | | | | | | | | | | | | | |
| 26 | 0.807 | 0.807 | 0.577 | 670 | | | | | 6.8 | 17.4 | | | 34 | 3.1 | | | <1.8 | |
| 27 | 0.806 | 0.806 | 0.752 | 777 | | | | | 6.9 | 17.4 | | | 34 | 2.9 | | | | |
| 28 | 0.775 | 0.775 | 0.913 | 1016 | | | | | 7.0 | 17.5 | | | 36 | 2.2 | | | | |
| 29 | 0.784 | 0.784 | 0.736 | 577 | | | 250 | 180 | 6.9 | 17.6 | 34 | 43 | 36 | 4.8 | | <0.1 | | |
| 30 | 0.795 | 0.795 | 0.751 | 529 | | | | | | | | | | | | | | |
| 31 | 0.861 | 0.861 | 0.747 | 527 | | | | | | | | | | | | | | |

SPILLS:

None to report

| DATE | MONTHLY TESTS | | | |
|-----------|---------------|---------|---------|-------|
| | TDS | AMMONIA | NITRATE | BORON |
| 5/31/2015 | 260 | 35.0 | ND | 210 |

| Semi-Annual Tests | | Value in ug/l |
|----------------------|--|---------------|
| Bis phthalate | | N/A |
| alpha-BHC | | N/A |
| 4,4'-DDT | | N/A |
| carbon tetrachloride | | N/A |

| Quarterly Tests | | Value in ug/l |
|----------------------|--|---------------|
| Dichlorobromomethane | | N/A |
| Bromoform | | N/A |
| Chlorodibromomethane | | N/A |
| Chloroform | | N/A |

| 30 DAY AVERAGE | | | | | | | |
|----------------|------|-----|---------|-----|-----------|-----|-----------|
| BOD | mg/L | BOD | LBS/DAY | BOD | % Removal | NFR | % Removal |
| 23 | 23 | 137 | 92 | 22 | 132 | 90 | 90 |

ACUTE TOXICITY

| DATE | % Survival |
|------|------------|
| | N/A |
| | N/A |

Rainbow Trout
C. dubia

CHRONIC TOXICITY

| TESTED | SURVIVAL |
|----------|----------|
| Minnow | N/A |
| C. Dubia | N/A |
| Algae | N/A |
| | TUG |

Total Coliform

Monthly

MEDIAN

<1.8

Daily

Maximum

<1.8

SIGNATURE: _____

REMARKS:

Indicates Permit Exceedance

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

MAY 2015

| 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 | 0.824 | 0.634 | 453 | | 0.634 | | | | | 0.000 | 0.000 |
| 2 | 0.849 | 0.638 | 451 | | 0.638 | | | | | 0.000 | 0.000 |
| 3 | 0.907 | 0.637 | 451 | | 0.637 | | | | | 0.000 | 0.000 |
| 4 | 0.843 | 0.652 | 1325 | | 0.244 | 0.408 | | | | 0.408 | 0.000 |
| 5 | 0.816 | 0.662 | 591 | | | 0.662 | | | | 0.662 | 0.000 |
| 6 | 0.847 | 0.695 | 600 | | | 0.695 | | | | 0.695 | 0.000 |
| 7 | 0.825 | 0.712 | 637 | | | 0.712 | | | | 0.712 | 0.000 |
| 8 | 0.800 | 0.664 | 644 | | 0.246 | 0.418 | | | | 0.418 | 0.000 |
| 9 | 0.841 | 0.445 | 316 | | 0.445 | | | | | 0.000 | 0.000 |
| 10 | 0.867 | 0.436 | 311 | | 0.436 | | | | | 0.000 | 0.000 |
| 11 | 0.840 | 0.280 | 1132 | | 0.180 | 0.100 | | | | 0.100 | 0.000 |
| 12 | 0.827 | 0.000 | 0 | | Washed CCB | | | | | 0.000 | 0.000 |
| 13 | 0.839 | 0.486 | 1231 | | | 0.486 | | | | 0.486 | 0.000 |
| 14 | 0.825 | 0.862 | 858 | | | 0.862 | | | | 0.862 | 0.000 |
| 15 | 0.803 | 0.856 | 723 | | 0.339 | 0.517 | | | | 0.517 | 0.000 |
| 16 | 0.848 | 0.628 | 452 | | 0.628 | | | | | 0.000 | 0.000 |
| 17 | 0.885 | 0.590 | 421 | | 0.590 | | | | | 0.000 | 0.000 |
| 18 | 0.825 | 0.755 | 889 | | 0.227 | 0.413 | | 0.115 | | 0.528 | 0.000 |
| 19 | 0.807 | 0.998 | 897 | | | 0.720 | | 0.278 | | 0.998 | 0.000 |
| 20 | 0.799 | 0.899 | 897 | | | 0.683 | | 0.216 | | 0.899 | 0.000 |
| 21 | 0.801 | 0.776 | 851 | | | 0.776 | | | | 0.776 | 0.000 |
| 22 | 0.799 | 0.692 | 623 | | 0.327 | 0.365 | | | | 0.365 | 0.000 |
| 23 | 0.792 | 0.585 | 419 | | 0.585 | | | | | 0.000 | 0.000 |
| 24 | 0.786 | 0.576 | 408 | | 0.576 | | | | | 0.000 | 0.000 |
| 25 | 0.859 | 0.575 | 406 | | 0.575 | | | | | 0.000 | 0.000 |
| 26 | 0.807 | 0.577 | 670 | | 0.225 | 0.352 | | | | 0.352 | 0.000 |
| 27 | 0.806 | 0.752 | 777 | | | 0.632 | | 0.120 | | 0.752 | 0.000 |
| 28 | 0.775 | 0.913 | 1016 | | | 0.696 | | 0.217 | | 0.913 | 0.000 |
| 29 | 0.784 | 0.736 | 577 | | 0.413 | 0.323 | | | | 0.323 | 0.000 |
| 30 | 0.795 | 0.751 | 529 | | 0.751 | | | | | 0.000 | 0.000 |
| 31 | 0.861 | 0.747 | 527 | | 0.747 | | | | | 0.000 | 0.000 |
| TOTAL | 25.582 | 20.209 | | 0.000 | 9.443 | 9.820 | 0.000 | 0.946 | 0.000 | 10.766 | 0.000 |
| AVERAGE | 0.825 | 0.652 | 648 | 0.000 | 0.472 | 0.517 | 0.000 | 0.189 | 0.000 | 0.347 | 0.000 |
| MAXIMUM | 0.907 | 0.998 | 1325 | 0.000 | 0.751 | 0.862 | 0.000 | 0.278 | 0.000 | 0.998 | 0.000 |
| MINIMUM | 0.775 | 0.000 | 0 | 0.000 | 0.180 | 0.000 | 0.000 | 0.115 | 0.000 | 0.000 | 0.000 |
| DAYS | 31 | 30 | | 0 | 20 | 18 | 0 | 5 | 0 | 18 | 0 |
| DAYS WITH NO DISCHARGE = 1 | | | | | | | | | | | |

State Water Resources Control Board

June 9, 2015

Humboldt Bay Municipal Water District
828 Seventh Street
P.O. Box 95
Eureka, CA 95502-0095

Dear Humboldt Bay Municipal Water District:

DROUGHT EMERGENCY WATER CONSERVATION REGULATIONS – APPLICATION FOR LOWER CONSERVATION TARGET

The State Water Resources Control Board (State Water Board) is in receipt of Humboldt Bay Municipal Water District's request dated May 12, 2015, for inclusion in the reserved 4 percent conservation standard tier identified in California Code of Regulations, title 23, section 865, subdivision (c)(2). To be eligible for inclusion in the reserved tier, a supplier must provide information showing that its sources of supply do not include groundwater or water imported from outside of the hydrologic region and that it has a minimum of four years' reserved supply available. Based on the May 12 letter and a review of Humboldt Bay Municipal Water District's water rights, it appears that the Humboldt Bay Municipal Water District and the four urban water suppliers it serves meet the criteria outlined in section 865, subdivision (c)(2). Accordingly, the Humboldt Bay Municipal Water District, the City of Arcata, the City of Eureka, the Humboldt Community Services District and the McKinleyville Community Services District are hereby approved to reduce their total potable water production by 4 percent for each month as compared to the amount used in the same month in 2013 in lieu of the reductions that would otherwise be required under paragraphs (3) through (10) of section 865, subdivision (c).

The May 12 letter also requests that three small water systems served by Humboldt Bay Municipal Water District be required to reduce their total potable water production by 4 percent for each month as compared to the amount used in the same month in 2013. Because the 4 percent conservation standard only applies to "urban water suppliers" as defined in section 865, subdivision (a)(4) and not to the smaller "distributors of a public water supply" as defined in subdivision (a)(1), those smaller suppliers are not eligible for the 4 percent reduction conservation standard. It should be noted, however, that the May 12 letter identifies those suppliers – the City of Blue Lake, the Fieldbrook-Glendale Community Services District, and the Manila Community Services District – will be limiting outdoor irrigation to no more than two days per week. Section 865, subdivision (f) gives those smaller suppliers the choice of either reducing total potable water production by 25 percent relative to the amount produced in 2013, or to "limit outdoor irrigation of ornamental landscapes or turf with potable water by the persons it serves to no more than two days per week." If those three suppliers do in fact limit outdoor

H.B.M.W.D. JUN 11 2015

irrigation accordingly, in a way that is meaningfully understandable to their customers and reasonably likely to result in real reductions during the duration of the emergency regulation, the only remaining obligation for those suppliers will be to submit the required report by December 15, 2015, confirming compliance with section 865, subdivision (f)(1)(A).

Please contact Eric Oppenheimer at (916) 445-5960, if you have any questions regarding this matter.

Sincerely,

A handwritten signature in black ink that reads "Thomas Howard". The signature is written in a cursive, slightly slanted style.

Thomas Howard
Executive Director