

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, MAY 4, 2016
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 PERFORMANCE EVALUATION (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

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

A.4 Approval of the Agenda

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.

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|-----|---|---------------|
| D.1 | Consider Approval of the Minutes of the Board of Directors Regular Meeting of April 6, 2016 | Pg. 5 |
| | Attachment 1 – Draft Minutes from April 6, 2016 | Pg. 6 |
| D.2 | Consider approval of March 2016 Treasurer's Report | Pg. 12 |
| D.3 | Compliance with State Double Check Valves (DCV) Law – No Violations | |
| D.4 | Approve and authorize Board President to sign and execute the approval of Hiller Park Caretaker Agreement | Pg. 35 |
| | Attachment 1 – Hiller Park Caretaker Agreement | Pg. 36 |

E. CONTINUED AND NEW BUSINESS

- | | | |
|-----|--|---------------|
| E.1 | Consider authorization for participation in and approval of a 30% cost share for the Household Hazardous Waste (HHW) Collection Event at Pierson Park on July 16, 2016 | Pg. 38 |
| | Attachment 1 – Humboldt Waste Management Authority Letter of Request | Pg. 40 |
| | Attachment 2 – 2016 Household Hazardous Waste Collection Flyer | Pg. 41 |

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|-----|---|----------------|
| E.2 | Consider Authorization for the McKinleyville Chamber of Commerce to Utilize McKinleyville Community Services District Streetlight Poles Down Central Avenue from School Road to Railroad Avenue and Lighting to Trees | Pg. 42 |
| | Attachment 1 – Proposal by the McKinleyville Chamber of Commerce | Pg. 44 |
| | Attachment 2 – Bracket Specifications | Pg. 46 |
| E.3 | Update on the Memorandum of Understanding (MOU) for Central Avenue Right of Way Maintenance with Humboldt County Public Works Department | Pg. 47 |
| E.4 | Consider authorization for the General Manager to sign letters of support for Humboldt County Public Works regarding the McKinleyville Avenue Safe Routes for Schools and Hammond Trail Bridge Projects | Pg. 49 |
| | Attachment 1 – Letter for Support of the McKinleyville Avenue Safe Routes for Schools Project | Pg. 51 |
| | Attachment 2 – Letter for Support of the Hammond Trail Bridge Project | Pg. 52 |
| E.5 | Mad River Floodplain Restoration Update Presentation | Pg. 53 |
| | Attachment 1 – Lower Mad River Conceptual Designs Package | Pg. 55 |
| E.6 | Review and Discuss the 2016 Report Card for Humboldt County's Water Infrastructure | Pg. 74 |
| | Attachment 1 – Report Card PowerPoint Presentation | Pg. 76 |
| | Attachment 2 – American Society of Civil Engineers 2016 Report Card | Pg. 95 |
| E.7 | Review Operations Draft Budget for Water, Wastewater, and Streetlights Funds FY2016/17 | Pg. 106 |
| | Attachment 1 – FY2016-17 Draft Operating Budgets for Water, Wastewater, and Streetlights Funds | Pg. 107 |
| E.8 | Provide feedback to the General Manager regarding his participation in the Last Chance Grade public outreach program | Pg. 110 |
| | Attachment 1 – Description and cost analysis | Pg. 112 |

F. REPORTS

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

F.1 ACTIVE COMMITTEE REPORTS

- a. Recreation Advisory Committee (Wheeler/Couch)
- b. Area Fund (John Kulstad/Edwards)
- c. Redwood Region Economic Development Commission (Mayo/Edwards)
- d. McKinleyville Senior Center Advisory Committee (Edwards, Mayo)
- 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)
- k. Groundwater Sustainability Committee (Edwards/Corbett, Mayo)

F.2 STAFF REPORTS

- a. Support Services Department (Colleen M.R. Trask) **Pg. 115**
- b. Operations Department (James Henry) **Pg. 117**
- c. Parks & Recreation Department (Lesley Frisbee) **Pg. 122**
 Attachment 1 – Recreation Advisory Committee Meeting Notes from
 April 21, 2016 meeting **Pg. 125**
- d. General Manager (Greg Orsini) **Pg. 127**
 Attachment 1 – WWMF Monthly Self-Monitoring Report **Pg. 129**

F.3 PRESIDENT'S REPORT

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

G. ADJOURNMENT

Posted 5:00 pm on April 29, 2016

Pursuant to California Government Code Section 54957.5, this agenda and complete Board packet are available for public inspection on the web at McKinleyvillecsd.com/minutes or upon request at the MCSD office, 1656 Sutter Road, McKinleyville. A complete packet is also available for viewing at the McKinleyville Library at 1606 Pickett Road, McKinleyville. If you would like to receive the complete packet via email, free of charge, contact the Board Secretary at (707)839-3251 to be added to the mailing list.

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

McKinleyville Community Services District

BOARD OF DIRECTORS

May 4, 2016

TYPE OF ITEM: **ACTION**

ITEM: D.1 **Approve the Minutes of the Board of Directors' Regular Meeting on April 6, 2016**

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 April 6, 2016 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 April 6, 2016 Regular Board Meeting

**MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES
DISTRICT HELD ON WEDNESDAY, APRIL 6, 2016 AT 6:00PM
AZALEA HALL, 1620 PICKETT ROAD, MCKINLEYVILLE, CA**

AGENDA ITEM A CALL TO ORDER

A.1 Roll Call: The regular session of the Board of Directors of McKinleyville Community Services District convened at 7:03 pm with President Wheeler, Vice President Edwards, and Director Couch present. There was a quorum. Director Corbett and Mayo were absent at the time of roll call.

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

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

A.2 Pledge of Allegiance: The Pledge of Allegiance was led by 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: Helen Edwards; Second: David Couch

There was no comment from the Board or the public.

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

MOTION SUMMARY: Motion Passed

A.5 Closed Session Discussion: There was no closed session.

AGENDA ITEM B PUBLIC HEARINGS:

B.1 Conduct Public Hearing for the Annual Levy of Assessments (Fiscal Year 2016/2017) for the Measure B Maintenance Assessment District -- Renewal for Parks, Open Space, and Recreational Facilities.

Consider adopting Resolution 2016-09; Approving the Annual Engineer's Report; Fiscal Year 2016/2017; McKinleyville Community Services District; Measure B Maintenance Assessment District (Renewal for Parks, Open Space, and Recreational Facilities), including the assessment diagram connected therewith.

Consider adopting Resolution 2016-10; Ordering the levy and Collection of Assessments within the Measure B Maintenance Assessment District (Renewal for Parks, Open Space, and Recreational Facilities) for FY 2016/2017

Director Mayo arrived at 7:08 pm while General Manager Orsini was reviewing this agenda item.

President Wheeler opened the public hearing at 7:09 pm.

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

The public hearing was closed at 7:09 pm.

MOTION: It was moved to adopt Resolutions 2016-09 and 2016-10.

Motion: David Couch; Second: Helen Edwards

There was no comment from the Board or the public.

ROLL CALL: Ayes; Couch, Edwards, Mayo and Wheeler. **Absent;** Corbett
MOTION SUMMARY: Motion Passed

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

AGENDA ITEM D CONSENT CALENDAR:

- D.1** Consider approval of the Minutes of the Board of Directors' Regular Meeting of March 2, 2016
- D.2** Consider approval of the February 2016 Treasurer's Report
- D.3** Compliance with State Double Check Valve (DCV) Law – Violations
- D.4** Approve and authorize Board President to sign and execute the Hiller Sports Complex Facility Use Agreement Contract for Mad River Youth Soccer League
- D.5** Approve and authorize Board President to sign and execute the Senior Center Management Services and Usage Agreement
- D.6** Approve and authorize Board President to sign and execute the Lease Extension Agreement for Fischer Ranch
- D.7** Approve and authorize Board President to sign and execute the Library Lease Agreement

MOTION: It was moved to adopt the consent calendar.

Motion: Helen Edwards; Second: Dennis Mayo

ROLL CALL: Ayes; Couch, Edwards, Mayo and Wheeler. **Absent;** Corbett
MOTION SUMMARY: Motion Passed

AGENDA ITEM E CONTINUED AND NEW BUSINESS:

E.1 Employee negotiations regarding proposed three (3) year compensation contract with District employees: Director Couch reported they had met and agreed to the very easy negotiations. There was no further discussion from the Board. District employee David Baldosser stepped forward to thank the Board and the staff for this year's negotiations. General Manager Orsini commended staff on being willing to engage in the negotiations process with the Board of Directors, as it gives the employees a better understanding of the processes and allows them the chance to interact with the Directors in a smaller setting. He believed these to be well thought out negotiations. Director Mayo commented, agreeing to what General Manager had said.

MOTION: It was moved to accept staff recommendation for the approval of the 3-year term agreement with the employees with the five issues that are listed.

Motion: Helen Edwards; Second: Dennis Mayo

There was no comment from the Board or the public.

ROLL CALL: Ayes; Couch, Edwards, Mayo and Wheeler. **Absent;** Corbett
MOTION SUMMARY: Motion Passed

E.2 Review Draft Urban Water Management Plan: Operations Director James Henry reviewed the staff note and then introduced GIS Technician Brian Anspach and Customer Service Representative (CSR) II, Jason Patton, who have been the primary composers of the document. Anspach advised the Board that this document is for long term planning, resource conversation and water usage reduction and is being brought to the Board at this time for input. He continued with the timeline for completion of the document process and advised that there will be another opportunity for the Directors to see the updates in May, public notice and final approval vote in June. This item was for information only, therefore no action was taken.

E.3 Consider Local Agency Formation Commission (LAFCo) Election for Special District

Representative: The item was briefly reviewed by Board Secretary, Becky Schuette.

MOTION: It was moved, subject to Board comment and public discussion, to place Mr. Rupp's name forward.

Motion: Dennis Mayo; Second: Helen Edwards

There was no comment from the Board or the public.

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

MOTION SUMMARY: Motion Passed

E.4 Initiate process for General Manager Performance Evaluation : Board Secretary Schuette reviewed the item and advised the Board that the Director and Staff evaluation packet and the unsealed confidential envelopes containing them would be handed out at the end of the meeting. Director Corbett was nominated to be the tally keeper by Director Edwards. President Wheeler made the appointment of tally keeper to Director Corbett and a time line was set. Evaluations will be due back in the sealed envelopes to the Board Secretary no later than Friday, April 15, 2016. Director Corbett would then compile the results and return them to the Board Secretary by April 25, 2016 and review of employee evaluations will be a closed session item at the May 4, 2015 Regular Board Meeting.

E.5 Consider authorization to attend the 2016 Special District Legislative Days on May 17 & 18, 2016 in Sacramento, CA: Board Secretary Schuette advised the Board the General Manager Orsini was scheduled to attend the Legislative Days. Director Mayo would like to attend and President Wheeler believes that as President, he should and will attend. Director Couch was not sure if he would be attending.

There was no public comment

MOTION: It was moved to accept the staff recommendation to authorize interested Board members to attend the Special District Legislative Days in Sacramento on May 17th and 18th.

Motion: Helen Edwards; Second: Dennis Mayo

A correction was made to the type of action necessary for the item, as Voice Vote was listed on the staff note, but the item requires a Roll Call Vote.

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

MOTION SUMMARY: Motion Passed

E.6 Consider approval of Resolution 2016-08 authorizing the General Manager to sign and file an application for grant funding from the State Water Resources Control Board (SWRCB) for the planning, design, and construction of the McKinleyville Community Services District (MCSD) Wastewater System Energy Efficiency and Renewable Energy Project: Operations Director James Henry briefly reviewed the staff note, pointing out the areas in which funding is being sought. He responded to a question and advised that some of the projects for which funding is being sought through the grant are already listed in the CIP.

MOTION: It was moved to accept the staff recommendation and approve Resolution 2016-08.

Motion: Helen Edwards; Second: Dennis Mayo

There was no comment from the Board or the public.

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

MOTION SUMMARY: Motion Passed

E.7 Approve Resolution 2016-07 nominating Gregory Orsini for election to the California Special Districts Association (CSDA) Board of Directors Seat B:

MOTION: It was moved to nominate General Manager Orsini and approved the resolution, subject to Board and public comment

Motion: Dennis Mayo; Second: Helen Edwards

General Manager Orsini thanked the Board for their support with his current seats on the CSDA Executive Committee and as Treasurer. There was no public comment

Board Secretary confirmed the motion by stating the complete staff recommendation which included the nomination and approval of the Resolution.

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

MOTION SUMMARY: Motion Passed

E.8 Discussion of 2015 Wastewater Management Facility Annual Report to the Regional Water Quality Control Board (RWQCB): Operations Director Henry summarized his staff note and called out the portion that reported the continual problem with the Chronic toxicity testing. This issue will be corrected with the treatment plant upgrade. The complete report is available on the MCSD website. There was no public or Board comment, however General Manager Orsini commended Operations Director Henry for the very complex and time consuming report.

Information only, no action taken.

E.9 Review Parks & General Fund Draft Operating Budget, FY2016-17: Finance Director Colleen Trask reminded the Board that this item is a draft item, and that all budgets are based on best estimates. She also reviewed the attachment columns and the graphs.

There was no Board discussion.

General Manager Orsini advised the Directors that this portion of the budget is a collaborative effort involving the Recreation Director, Operations Director and Finance Director who are all working hard on getting a much more accurate picture of the parks and open space revenues and expenditures.

Information only, no action taken.

E.10 Approve and authorize Board President to sign and execute the Facility Use Agreement between McKinleyville Community Services District and the Boys & Girls Club of the Redwoods for the shared use of the McKinleyville Teen & Community Center: Recreation Director Lesley Frisbee reviewed her staff note and recommended that the Board authorize President Wheeler to sign the agreement.

MOTION: It was moved to accept the staff recommendation to allow the signing of the agreement.

Motion: Helen Edwards; Second: Dennis Mayo

There was no comment from the Board or the public.

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

MOTION SUMMARY: Motion Passed

AGENDA ITEM F REPORTS:

F1. Active Committee Reports

President Wheeler called item b., Area Fund, first in order to allow the waiting John Kulstad an opportunity make his report.

- b. Area Fund (John Kulstad/Edwards):** John Kulstad stepped to the podium to make his report. He advised the names of all of the Area Fund Board members and explained the process for receiving and accepting proposals. A handout was presented to each of the Directors and the General Manager that contained a list of all of the award recipients and the associated funding amount for each of the awards. He also advised that there were two \$1000 John Hewitt scholarship to 2 students whose major is in agriculture.
- a. Recreation Advisory Committee (Wheeler/Couch (alternate)):** President Wheeler reported that Recreation Director Frisbee had provided exhaustive notes from the last meeting. He advised that Jim Fritz had resigned for health reasons and now there is an open seat. President Wheeler then communicated that some members of the committee had expressed a desire to play a more active advisory role to the MCSD Board before decision making occurred. Recreation Director Frisbee read aloud the Rules and Regulations Rule 40.13 that specifically stated the duties and powers that the RAC should have as a committee. John Kulstad, chair of the committee, again came forward and reiterated what President Wheeler had stated about the committee's participation. General Manager Orsini believed that this topic was specifically related to the fees and budget input.
- c. Redwood Region Economic Development Commission (Mayo/Edwards (alternate)):** Director Mayo reported that Coast Dependent Industrial sites were being reviewed by the committee. He also advised that the new airline at the Airport, PenAir, would be having a ceremony for the "first flight" on April 21, 2016 at 10:00am.
- d. McKinleyville Senior Center Advisory Committee (Edwards):** Director Edwards advised that there will be a meeting on April 14th at 7 am.
- e. Audit (Corbett/Edwards):** Nothing to report.
- f. Employee Negotiations (Couch/Edwards):** Negotiations concluded tonight, nothing more to report.
- g. Water Task Force (Wheeler/Corbett (alternate)):** Did not meet.
- h. AdHoc No Drugs & Toxics Down the Drain (Wheeler/Couch (alternate)):** Did not meet. Director Mayo advised that all local pharmacies are now operating on the "drop your drugs here" program.
- i. McKinleyville Municipal Advisory Committee (Edwards/Corbett (alternate)):** Director Edwards reported that there had been an extensive meeting with several topics. MIST, a program currently being utilized in Eureka that is primarily intended to build relationships with homeless with mental health issues and connect them to services, is being considered by the County. The MMAC is considering a letter of support for the concept, but no recommendation was made. The committee also discussed the marijuana excise tax and the airport master plan which is currently being drafted.

j. **Cornerstone Committee (Couch):** Nothing to report.

k. **Groundwater Sustainability Committee (Edwards/Corbett, Mayo):** Nothing to report

F.2 Staff Reports:

- a. **Support Services Department:** Finance Director Colleen Trask reviewed her staff report and updated the Board on the amount in Reserves Recovery and in the Biosolids account. She reported to the Board that during the Wastewater Management Facility improvement project they would be seeing approximately \$1-2 million in the checking account so there was money available to make the invoiced payments for the project as they came in.
- b. **Operations Department:** Operations Director James Henry updated the Board on the current status of the WWMF project. He also advised that he was been communicating with an Eagle Scout who would be building bat boxes and perches for Hiller Park in the hopes of assisting with the continual gopher problem. President Wheeler asked about the smell from the treatment plant for residences in the surrounding areas. Henry responded with his awareness of the problem and that possible explanations could be related to either or both the unusual winter/spring weather and the fact that one of the treatment ponds needed to be empty during the improvement project build.
- c. **Parks and Recreation Department:** Recreation Director Lesley Frisbee had nothing further to add.
- d. **General Manager:** General Manager Orsini advised that he had been introduced to three HSU forestry students who will be doing their Capstone project with the involvement of MCSD. They will be conducting a survey with McKinleyville residents regarding what they would expect from a community forest in the area.

F.3 President's Report: President Wheeler had nothing further to add.

F.4 Board comments, announcements, reports and agenda item requests: Director Mayo reported that he and Director Corbett had attended the UC Davis Law School graduating class discussion on sea level rise. The two had also attended the formal signing of the documents for the removal of the dams in the Klamath area earlier in the day. Additionally, he advised that there was talk about an amendment for the ballot regarding Article 10 of the Constitution regarding the 218 process restriction for low incomes.

AGENDA ITEM G ADJOURNMENT:

Director Edwards moved to adjourn the meeting and the motion was seconded by Director Mayo. President Wheeler adjourned the meeting at 9:02 pm.

Becky Schuette, Board Secretary

**McKinleyville Community Services District
Treasurer's Report
Mar 2016**

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McKinleyville Community Services District
Investments & Cash Flow Report
As of Mar. 31, 2016

Petty Cash & Change Funds		5,691.90
<u>Cash</u>		
Operating & Money Market - Beginning Balance		709,660.66
Cash Receipts:		
Utility Billings	500,316.57	
Money Market Account Interest	149.21	
Transfers from County Funds #2560, #4240, CalTRUST	714,666.17	
Other Cash Receipts	84,180.92	
Total Cash Receipts		1,299,312.87
Cash Disbursements:		
Payroll Related Expenditures	(192,116.67)	
Debt Service	(50,164.56)	
Capital & Other Expenditures	(368,014.36)	
Total Cash Disbursements		(610,295.59)
Operating & Money Market - Ending Balance		1,398,677.94
Total Cash		1,404,369.84
<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	128,964.29	
Interest Income	-	
LAIF - Ending Balance		128,964.29
Humboldt Co. #2560 - Beginning Balance	1,423,039.32	
Property Taxes and Assessments	-	
Transfer to/from Operating Cash	-	
Interest Income	936.83	
Humboldt Co. #2560 - Ending Balance		1,423,976.15
Humboldt Co. #4240 - Beginning Balance	3,399,131.80	
Property Taxes	-	
Transfer to/from Operating Cash	(714,666.17)	
Transfer to/from Biosolids Reserve	20,000.00	
Interest Income	1,813.92	
Humboldt Co. #4240 - Ending Balance		2,706,279.55
Humboldt Co. #9390 - Beginning Balance	658,528.57	
Reserves Recovery Deposits	48,196.71	
Interest Income	-	
Humboldt Co. #9390 - Ending Balance		706,725.28
USDA Bond Reserve Fund - Beginning Balance	148,386.49	
Bond Reserve Payment	7,979.17	
Debt Service Payment, Principal/Interest	(12,875.00)	
Interest Adjustment	10.11	
USDA Bond Reserve Fund - Ending Balance		143,500.77
Market Valuation Account		(180.00)
Meas.B Loan Proceeds, Umpqua - Beginning Balance	203,442.57	
Net Transfer to/from Loan Cash Holding Acct	-	
Interest Income	60.48	
Meas.B Loan Proceeds, Umpqua - Ending Balance		203,503.05
CalTRUST - Beginning Balance	1,199,794.14	
Net Transfer to/from Meas. B Loan Umpqua Acct	-	
Net Transfer to/from Water Fund Capacity Fees Acct	-	
Interest Income/Unrealized Gain/Loss	2,861.14	
CalTRUST - Ending Balance		1,202,655.28
Total Investments		6,515,424.37
Total Cash & Investments - Current Month		7,919,794.21
Total Cash & Investments - Prior Month		7,875,974.60
Net Change to Cash & Investments This Month		43,819.61
<u>Cash & Investment Summary</u>		
Cash & Cash Equivalents		7,015,238.52
Davis-Grunsky Loan Reserve		600,473.90
Waste Water Capital Reserve		100,581.02
USDA Bond Reserve		143,500.77
I-Bank Loan Reserve		60,000.00
Total Cash & Investments		7,919,794.21

McKinleyville Community Services District
Consolidated Balance Sheet by Fund
As of Mar. 31, 2016

	Governmental Funds			Proprietary Funds		
	Parks & General	Measure B	Streetlights	Water	Wastewater	Total (Memorandum Only)
ASSETS						
Current Assets						
Unrestricted cash & cash equivalents	\$ 902,575.63	\$ 27,094.04	\$ (29,408.77)	\$ 2,812,114.19	\$ 3,330,072.23	\$ 7,042,447.32
Accounts receivable	2,315.09	-	3,352.37	235,146.04	209,162.61	449,976.11
Prepaid expenses & other current assets	16,192.87	-	624.37	81,812.03	34,532.35	133,161.62
Total Current Assets	921,083.59	27,094.04	(25,432.03)	3,129,072.26	3,573,767.19	7,625,585.05
Noncurrent Assets						
Restricted cash & cash equivalents	181,234.07	-	-	660,473.90	244,081.79	1,085,789.76
Other noncurrent assets	-	-	-	44,530.00	48,704.00	93,234.00
Capital assets (net)	-	-	-	7,912,886.00	13,353,539.67	21,266,425.67
Total Noncurrent Assets	181,234.07	-	-	8,617,889.90	13,646,325.46	22,445,449.43
TOTAL ASSETS	\$ 1,102,317.66	\$ 27,094.04	\$ (25,432.03)	\$ 11,746,962.16	\$ 17,220,092.65	\$ 30,071,034.48
LIABILITIES & FUND BALANCE/NET ASSETS						
Current Liabilities						
Accounts payable & other current liabilities	\$ 120,735.78	\$ 841.20	\$ 393.48	\$ 254,016.32	\$ 90,454.19	\$ 466,440.97
Accrued payroll & related liabilities	100,643.66	-	-	37,695.90	37,778.35	176,117.91
Total Current Liabilities	221,379.44	841.20	393.48	291,712.22	128,232.54	642,558.88
Noncurrent Liabilities						
Long-term debt	-	-	-	2,924,134.73	661,181.62	3,585,316.35
Other noncurrent liabilities	-	-	-	818,504.07	866,784.81	1,685,288.88
Total Noncurrent Liabilities	-	-	-	3,742,638.80	1,527,966.43	5,270,605.23
TOTAL LIABILITIES	221,379.44	841.20	393.48	4,034,351.02	1,656,198.97	5,913,164.11
Fund Balance/Net Assets						
Fund balance	167,805.68	26,252.84	(25,825.51)	-	-	168,233.01
Net assets	713,132.54	-	-	2,723,859.87	2,871,535.63	6,308,528.04
Investment in capital assets, net of related debt	-	-	-	4,988,751.27	12,692,358.05	17,681,109.32
Total Fund Balance/Net Assets	880,938.22	26,252.84	(25,825.51)	7,712,611.14	15,563,893.68	24,157,870.37
TOTAL LIABILITIES & FUND BALANCE/NET ASSETS	\$ 1,102,317.66	\$ 27,094.04	\$ (25,432.03)	\$ 11,746,962.16	\$ 17,220,092.65	\$ 30,071,034.48
Difference in Reclass from Cap Assets to Net Assets:						
Investment in General Capital Assets	\$ 5,179,076.93					
General Long-term Liabilities						
PG&E Streetlights Loan	74,492.75					
Meas. B Loan: Teen/Community Center	1,393,420.00					
OPEB Liability	276,539.23					
CalPERS Pension Liability/Deferred Inflows-Outflows	533,553.60					
Accrued Compensated Absences	61,161.36					
TOTAL GENERAL LONG-TERM LIABILITIES	\$ 2,339,166.94					

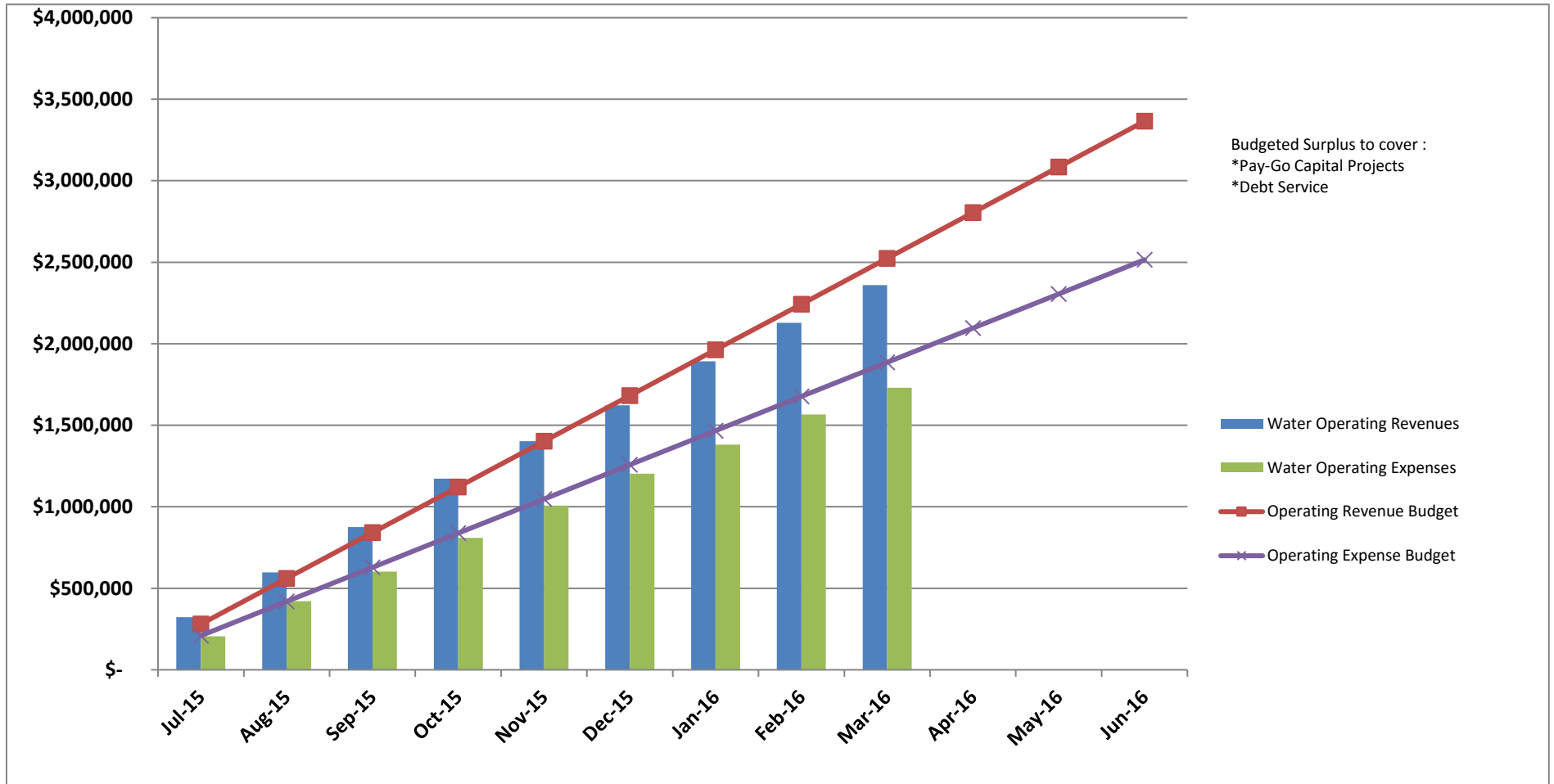
McKinleyville Community Services District
Activity Summary by Fund, Original Budget
Mar 2016

Department Summaries	March	% of Year 75.00% YTD	Original YTD Budget	Over (Under) YTD Budget	Over (Under) YTD Budget %	Notes
<u>Water</u>						
Water Sales	220,299	2,236,430	2,226,905	9,525	0.43%	Budget spread evenly over 12 months - actual water sales vary seasonally
Other Revenues	91,421	518,070	296,594	221,476	74.67%	Includes YTD Capacity Fees of \$61,329 and Contrib. Construction of \$333,225
Total Operating Revenues	311,721	2,754,500	2,523,499	231,001	9.15%	
Salaries & Benefits	46,962	616,539	626,559	(10,020)	-1.60%	
Water Purchased	70,285	643,848	718,014	(74,166)	-10.33%	Budget spread evenly over 12 months - actual expenses vary per customer usage
Other Expenses	19,302	224,618	305,540	(80,922)	-26.49%	Budget spread evenly over 12 months - actual expenses vary per schedule
Depreciation	27,200	244,800	236,250	8,550	3.62%	
Total Operating Expenses	163,749	1,729,805	1,886,363	(156,558)	-8.30%	
Net Operating Income	147,972	1,024,695	637,136	74,442		
Interest Income	1,291	10,722	6,234	4,488	72.00%	Interest rate higher than originally estimated
Interest Expense	(5,889)	(54,437)	(55,202)	(765)	-1.39%	
Net Income (Loss)	143,373	980,980	588,168	392,812		
<u>Wastewater</u>						
Wastewater Service Charges	199,411	1,886,682	1,794,917	91,765	5.11%	Budget spread evenly over 12 months - actual sewer charges vary seasonally
Other Revenues	22,677	501,283	296,451	204,832	69.09%	Includes YTD Capacity Fees of \$127,287 and Contrib. Construction of \$310,090
Total Operating Revenues	222,088	2,387,965	2,091,368	296,597	14.18%	
Salaries & Benefits	54,468	644,899	700,831	(55,932)	-7.98%	
Other Expenses	34,248	333,377	418,439	(85,062)	-20.33%	Budget spread evenly over 12 months - actual repair/maintenance expenses vary
Depreciation	39,150	352,350	360,000	(7,650)	-2.13%	
Total Operating Expenses	127,867	1,330,626	1,479,270	(148,644)	-10.05%	
Net Operating Income	94,222	1,057,339	612,098	445,241		
Interest Income	1,594	14,921	15,000	(79)	-0.53%	
Interest Expense	(2,741)	(25,684)	(31,329)	(5,645)	-18.02%	
Net Income (Loss)	93,074	1,046,576	595,769	450,807		
Enterprise Funds Net Income (Loss)	236,448	2,027,556	1,183,937	843,619		

McKinleyville Community Services District

Mar 2016

Comparison of Water Fund Operating Revenues & Expenses to Budget

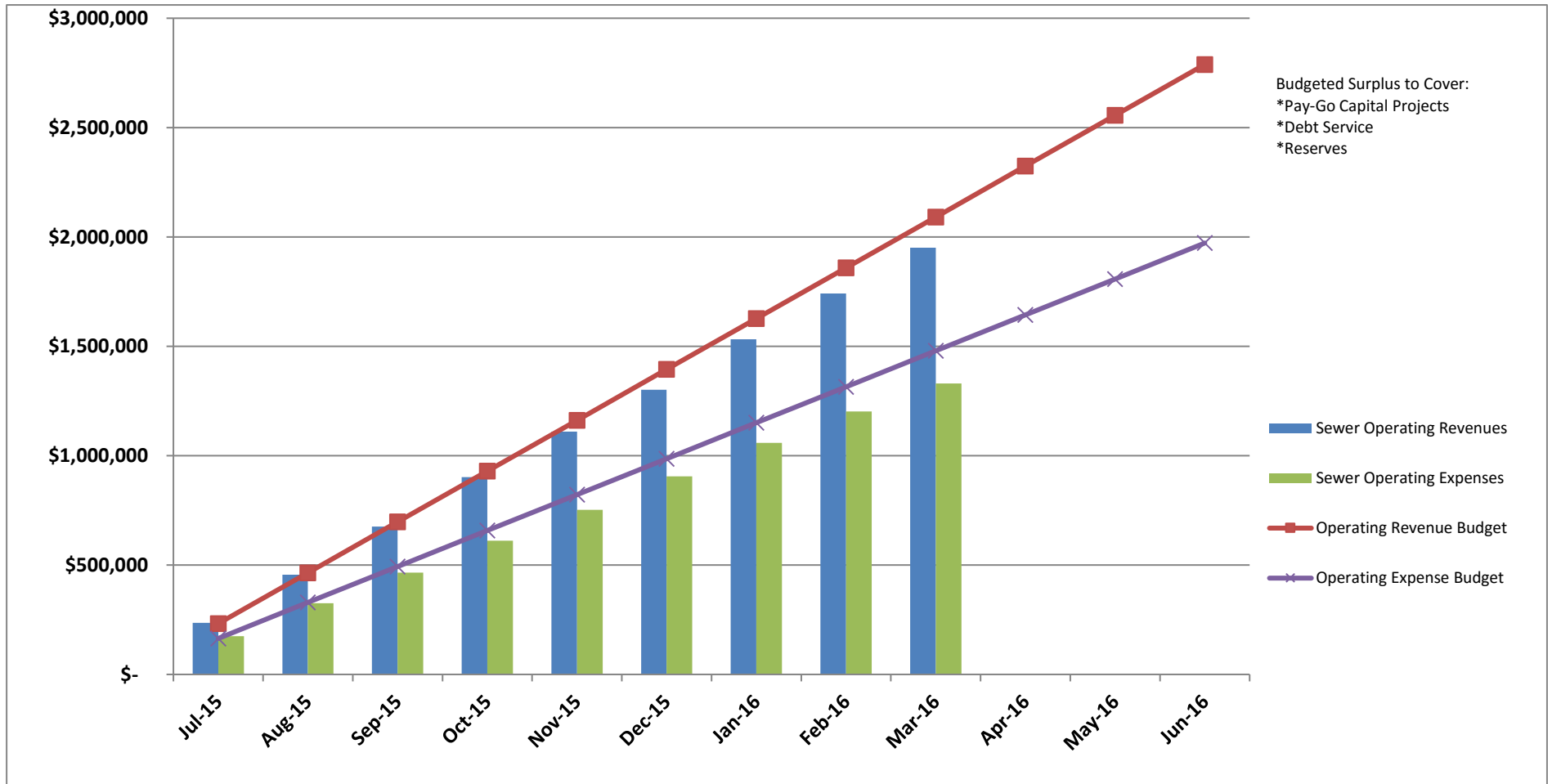


Treasurer's Report Page 5, Selected Graphic Comparisons

McKinleyville Community Services District

Mar 2016

Comparison of Sewer Fund Operating Revenues & Expenses to Budget



Treasurer's Report Page 6, Selected Graphic Comparisons

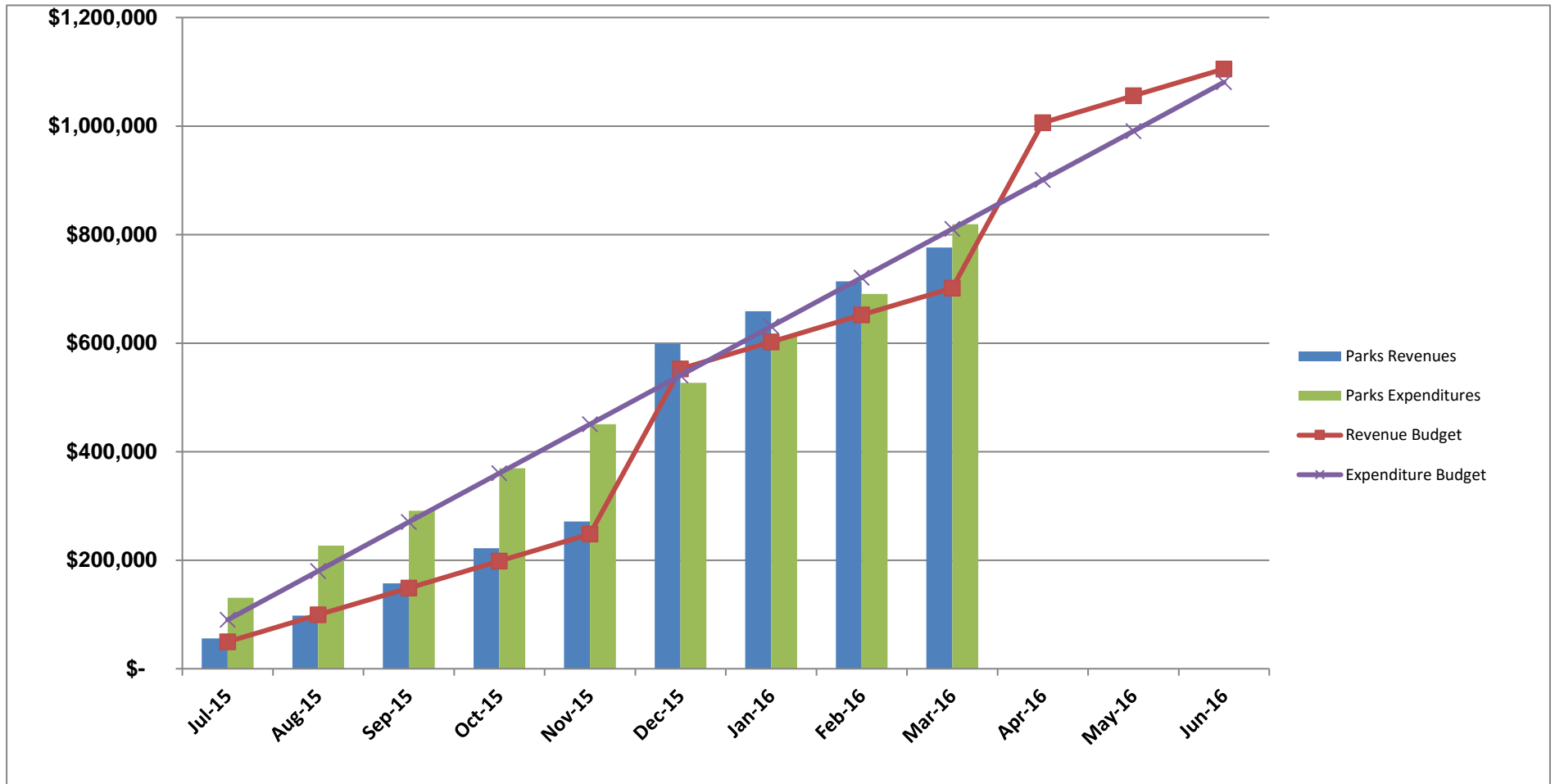
McKinleyville Community Services District
Activity Summary by Fund, Original Budget
Mar 2016

Department Summaries	March	% of Year 75.00% YTD	Original YTD Budget	Over (Under) YTD Budget	Over (Under) YTD Budget %	Notes
<u>Parks & Recreation</u>						
Program Fees	41,982	302,495	265,762	36,733	13.82%	Rec'd program grants
Rents & Related Fees	9,631	69,146	56,417	12,729	22.56%	Renewal of vendor contracts for Hiller Sports Site, Azalea Hall, and MAC
Property Taxes	-	279,472	382,500	(103,028)	-26.94%	County Tax remittance scheduled in December and April
Other Revenues	9,989	117,239	118,125	(886)	-0.75%	
Interest Income	721	7,885	6,150	1,735	28.21%	Interest rate higher than originally estimated
Total Revenues	62,323	776,238	828,954	(52,716)	-6.36%	
Salaries & Benefits	56,752	577,126	609,299	(32,173)	-5.28%	
Other Expenditures	20,403	159,870	159,122	748	0.47%	
Capital Expenditures	51,381	82,287	42,240	40,047	94.81%	Budget spread evenly over 12 months - playground fill upgrade completed
Total Expenditures	128,536	819,283	810,661	8,622	1.06%	
Excess (Deficit)	(66,213)	(43,045)	18,293	(61,338)		
<u>Measure B Assessment</u>						
Draw from Restricted Reserves	201,719	1,546,205	1,050,000	496,205	47.26%	Draw on Restricted Reserves to cover Teen Center Construction costs
Total Revenues	1,354	134,981	487,500	(352,519)	-72.31%	County Tax remittance scheduled in December, April
Salaries & Benefits	10,403	60,916	82,280	(21,364)	-25.96%	Revenue total includes unrealized gains/losses on cash assets
Other Expenditures	203	71,764	103,858	(32,094)	-30.90%	Some salary exp reversed, posted to Parks/Gen'l Fund
Capital Expenditures	1,441	1,610,524	1,350,000	260,524	19.30%	Includes periodic payments of Meas. B debt, not spread over 12 months
Total Expenditures	12,048	1,743,203	1,536,138	207,065	13.48%	Construction costs not spread evenly over 12 months
Excess (Deficit)	(10,694)	(62,018)	1,362	(63,380)		
<u>Street Lights</u>						
Total Revenues	5,404	67,883	70,378	(2,495)	-3.55%	
Salaries & Benefits	4,870	33,308	30,325	2,983	9.84%	
Other Expenditures	293	20,505	23,429	(2,924)	-12.48%	
Capital Expenditures/Loan Repayment	1,655	14,899	16,579	(1,680)	-10.14%	LED Project Debt repayment - final loan amount less than originally budgeted
Total Expenditures	6,819	68,711	70,333	(1,622)	-2.31%	
Excess (Deficit)	(1,415)	(829)	45	874		
Governmental Funds Excess (Deficit)	(78,322)	(105,892)	19,700	(125,592)		

McKinleyville Community Services District

Mar 2016

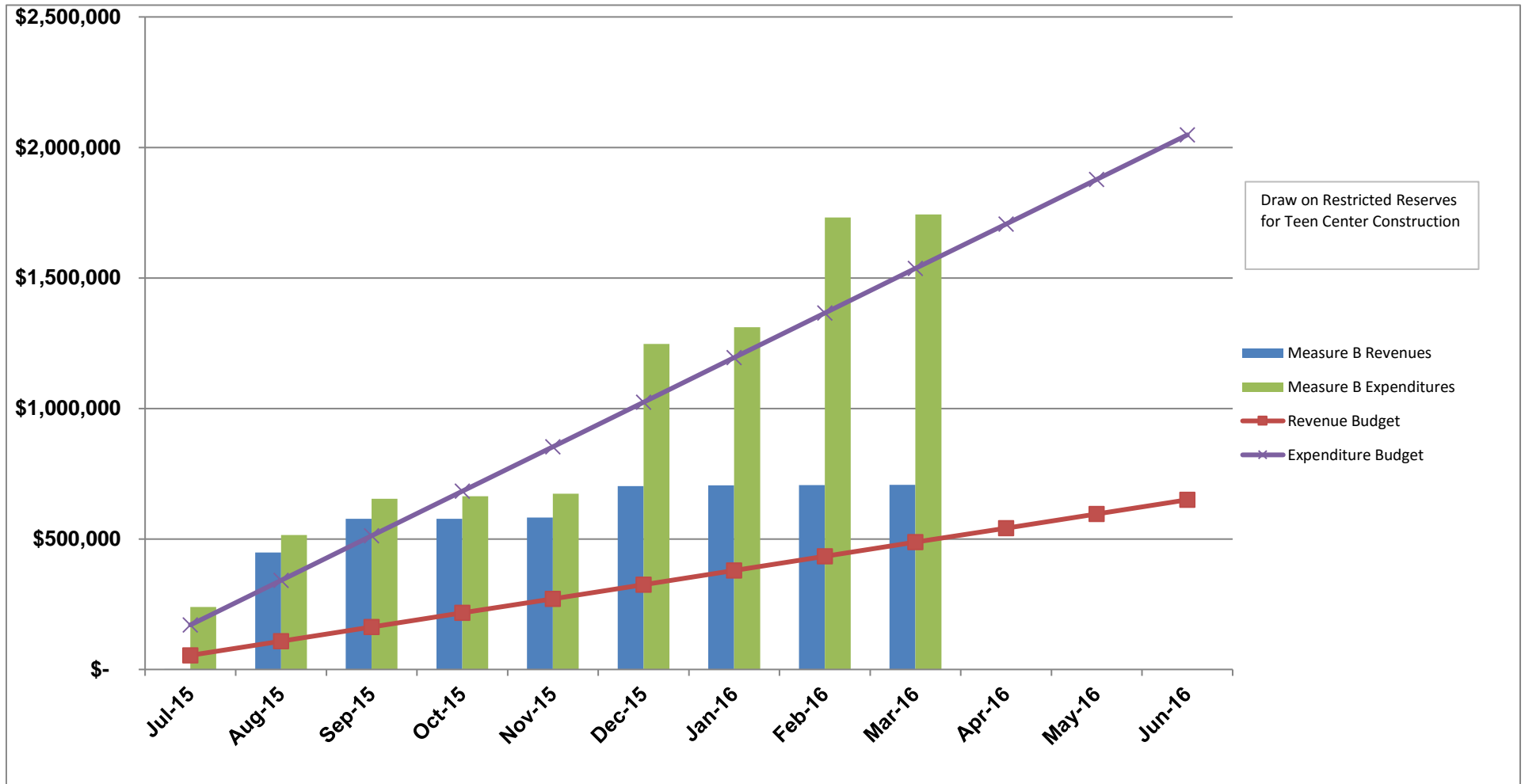
Comparison of Parks & Recreation Total Revenues & Expenditures to Budget



Treasurer's Report Page 8, Selected Graphic Comparisons

McKinleyville Community Services District Mar 2016

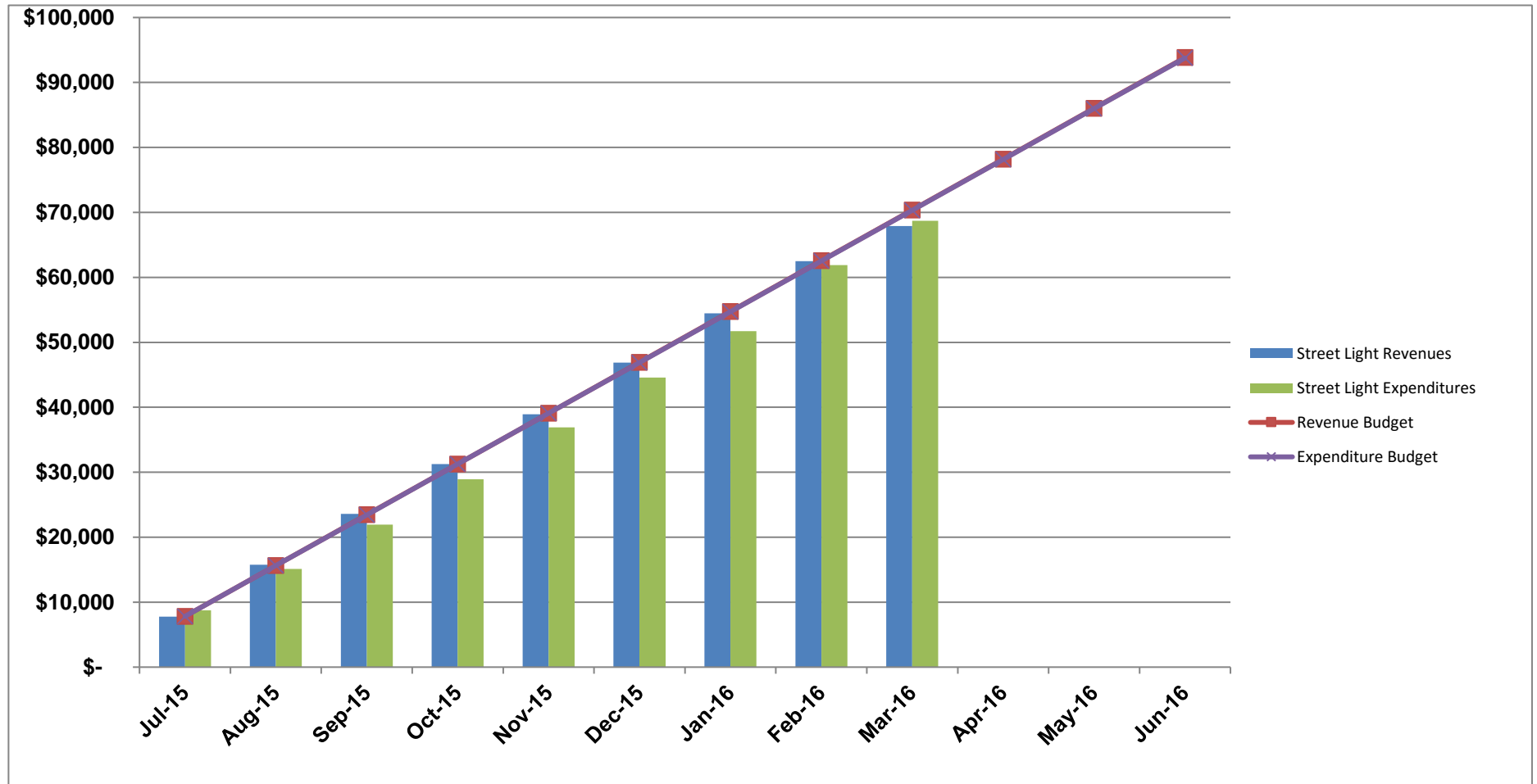
Comparison of Measure B Fund Total Revenues & Expenditures to Budget



Treasurer's Report Page 9, Selected Graphic Comparisons

McKinleyville Community Services District Mar 2016

Comparison of Street Light Fund Total Revenues & Expenditures to Budget



Treasurer's Report Page 10, Selected Graphic Comparisons

McKinleyville Community Services District
Capital Expenditure Report
As of Mar. 31, 2016

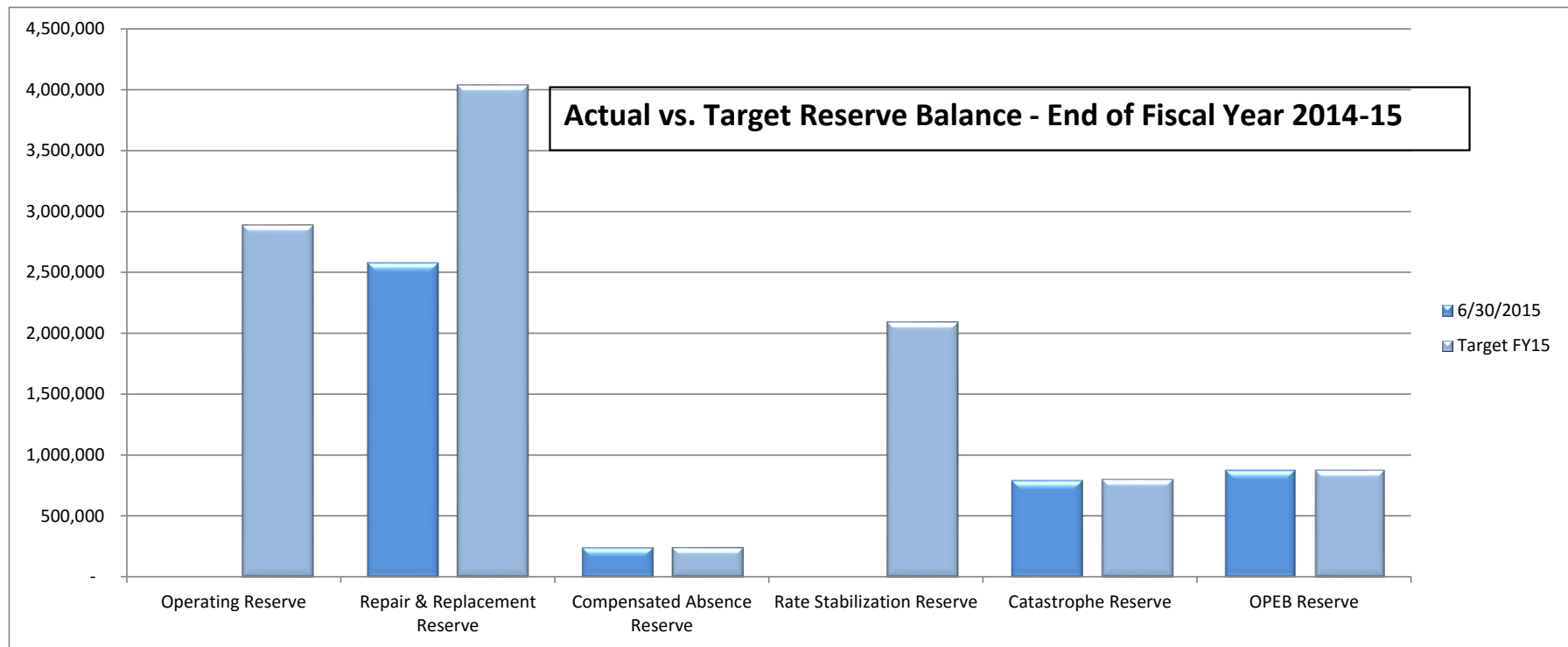
	March	YTD Total	FY 15-16 Budget	Remaining		
				Budget \$	Budget %	Notes
<u>Water Department</u>						
Water Tank Upgrade		-	350,000	350,000	100%	Tank Painting
4.5m New Water Tank		-	30,000	30,000	100%	Drilling, LACO Assoc.
Emergency Water Supply	-	8,881	40,000	31,119	78%	Emergency Water Supply
Fire Hydrant System Upgrade	-	-	13,000	13,000	100%	Fire Hydrant System Upgrade
Customer Radio Meter Replacements	4,879	127,904	131,000	3,096	2%	Radio meters purch/install
Water Main Rehab & Replacement	-	-	100,000	100,000	100%	Water Main Rehab
Property Purchase & Improvements	-	-	200,000	200,000	100%	Property Purch/Improvements
Subtotal	4,879	136,785	864,000	727,215	84%	
<u>Sewer Department</u>						
Sewer Main Rehab & Replacement		-	50,000	50,000	100%	Sewer Main Rehab
WWMF & Fischer Lift Stn Grinder Upgrade		-	15,000	15,000	100%	WWMF/Fischer Lift Stn Grinder
Sewer Main Camera Unit		-	30,000	30,000	100%	
WWMF Upgrade/CEQA/Permitting	450	235,863	13,000,000	12,764,137	98%	WWMF design & start construction
Radio Telemetry Upgrade		-	30,000	30,000	100%	Radio Telemetry upgrade
Sewer Lift Station Pump/Gen Upgrades		-	175,000	175,000	100%	
Customer Radio Meter Replacements	116	119,207	131,000	11,793	9%	Radio meters purch/install
Underground Locator Pipe & Camera		-	5,000	5,000	100%	
SCBA Apparatus and Bottles			6,000	6,000	100%	
Subtotal	566	355,071	13,442,000	13,086,929	97%	
<u>Water & Sewer Operations</u>						
Heavy Equipment		-	100,000	100,000	100%	Dump Truck, Tractor attachmts
Utility Vehicles		-	62,000	62,000	100%	Car, 3/4 or 1-ton Pickup Truck
Office, Corporate Yard & Shops		-	-	-	#DIV/0!	Facilities upgrade/sealcoat
Computers & Software		7,490	19,000	11,510	61%	File Server, Office16, Projector
GIS/SEMS/CADD Equipment/Software		-	4,000	4,000	100%	SCADA, AutoCAD, GIS computer
Fischer Ranch - Barn & Fence upgrades, Undergr.Valving		-	5,000	5,000	100%	Barn & Fence upgrades
Fischer Ranch -Disposal Site Upgrade		-	1,500,000	1,500,000	100%	Disposal Site Upgrade
Small Equipment & Other		-	15,000	15,000	100%	Ops Office Eq./Emergency Eqp
Subtotal	-	7,490	1,705,000	1,697,510	100%	
Enterprise Funds Total	5,446	499,346	16,011,000	15,511,654	97%	
<u>Parks & Recreation Department</u>						
Hiller Park & Sports Complex	26,943	30,091	9,000	(21,091)	-234%	Signage & Landscaping
Pierson Park Upgrades	24,438	24,438	-	(24,438)	#DIV/0!	
Washington Avenue Park Project		-	-	-	#DIV/0!	
Azalea Hall Projects		3,971	5,000	1,029	21%	PA system - Audio/Visual
McKinleyville Activity Center Upgrades		3,971	13,000	9,029	69%	Flooring replacement
Law Enforcement Facility Improvements		-	-	-	#DIV/0!	
Projects Funded by Quimby/Other Funds		-	-	-	#DIV/0!	Covered Picnic Area
Projects Funded by Measure B Renewal	203,161	1,811,633	115,000	(1,696,633)	-1475%	Teen Center Project
Other Parks Projects & Equipment		19,815	29,000	9,185	32%	Vehicles and Equipment
Subtotal	254,542	1,893,920	171,000	(1,722,920)	-1008%	
<u>Streetlights</u>						
Pole Replacement		-	2,000	2,000	100%	Pole Replacement
Subtotal		-	2,000	2,000	100%	
Governmental Funds Total	254,542	1,893,920	173,000	(1,720,920)	-995%	
All Funds Total	259,988	2,393,266	16,184,000	13,790,734	85%	

McKinleyville Community Services District
Summary of Long-Term Debt Report
As of Mar. 31, 2016

Principal Maturities and Scheduled Interest

				Principal Maturities and Scheduled Interest			
		Maturity		Balance - Feb	Balance - Mar 31,		
	%	Date		29, 2016	2016	FY-16	Thereafter
Water Fund:							
I-Bank		8/1/30	P	801,513.49	801,513.49	-	801,513.53
Interest	3.37%		I			13,505.50	219,225.52
State of CA Energy Commission (ARRA)		12/22/26	P	129,383.64	129,383.64	5,583.93	123,806.70
Interest	1.0%		I			648.52	6,926.83
State of CA (Davis Grunsky)		1/1/33	P	1,703,645.91	1,703,645.91	-	1,703,645.91
State of CA (Davis Grunsky) Deferred Interest		1/1/33	P	289,591.69	289,591.69	-	289,591.69
Interest	2.5%		I			22,108.11	408,486.72
Total Water Fund-Principal				2,924,134.73	2,924,134.73	5,583.93	2,918,557.83
Total Water Fund-Interest						36,262.13	634,639.07
Total Water Fund				2,924,134.73	2,924,134.73	41,846.06	3,553,196.90
Sewer Fund:							
State of CA WRCB (SCEP I)		4/15/16	P	40,920.10	-	-	-
Interest	0.0%		I			-	-
State of CA WRCB (SCEP II)		3/27/18	P	79,524.80	53,686.10	-	53,686.60
Interest	2.6%		I			-	2,102.41
Umpqua Bank		12/4/17	P	96,716.86	92,495.52	12,618.29	79,721.79
Interest	5.5%		I			1,315.15	3,506.57
USDA (Sewer Bond)		8/1/22	P	515,000.00	515,000.00	-	515,000.00
Interest	5.0%		I			-	90,875.00
Total Sewer Fund-Principal				732,161.76	661,181.62	12,618.29	648,408.39
Total Sewer Fund-Interest						1,315.15	96,483.98
Total Sewer Fund				732,161.76	661,181.62	13,933.44	744,892.37
Meas. B Fund: Teen/Comm Center Loan		11/1/29	P	1,393,420.00	1,393,420.00	36,227.00	1,357,193.00
	3.55%		I			24,787.38	362,864.53
Streetlights Fund: LED Proj Loan, PG&E			P	76,148.15	74,492.75	4,966.20	69,526.55
	0.0%		I				-
Total Principal				5,125,864.64	5,053,229.10	59,395.42	4,993,685.77
Total Interest						62,364.66	1,093,987.58
Total				5,125,864.64	5,053,229.10	121,760.08	6,087,673.35

McKinleyville Community Services District
Board Designated Reserve Balances
As of Mar. 31, 2016



- Utility Accounts Receivable Turnover Days As of Mar. 31, 2016 12.4 Days

- YTD Breakeven Revenue, Water Fund: 1,524,986.58 - YTD Actual Water Sales: 2,236,429.71

- Days of Cash on Hand - Operations Checking Account 108.9 Days

McKinleyville Community Services District
Cash Disbursement Report
For the Period March 1 through March 31, 2016

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
Accounts Payable Disbursements						
22069	8/6/2010	\C009	Ck# 022069 Reversed JC	(68.79)	B60323H	Ck# 022069 Reversed JC
22193	9/7/2010	\J008	Ck# 022193 Reversed LJ	(50.35)	B60323H	Ck# 022193 Reversed LJ
24410	3/17/2016	\L002	Ck# 024410 Reversed TL	(26.33)	000B20201u	Ck# 024410 Reversed TL
24411	3/17/2016	\M030	Ck# 024411 Reversed EM	(80.00)	000B20201u	Ck# 024411 Reversed EM
24513	3/17/2016	\C024	Ck# 024513 Reversed JC	(34.84)	000B20301u	Ck# 024513 Reversed JC
25055	3/17/2016	\B024	Ck# 025055 Reversed TB	(17.68)	000B20701u	Ck# 025055 Reversed TB
25056	3/17/2016	\B025	Ck# 025056 Reversed JB	(17.01)	000B20701u	Ck# 025056 Reversed JB
25174	8/2/2012	\A019	Ck# 025174 Reversed DA	(45.81)	B60323H	Ck# 025174 Reversed DA
25175	3/17/2016	\B001	Ck# 025175 Reversed PB	(58.28)	000B20801u	Ck# 025175 Reversed PB
25193	3/17/2016	\N002	Ck# 025193 Reversed AN	(41.22)	000B20801u	Ck# 025193 Reversed AN
25197	3/17/2016	\R024	Ck# 025197 Reversed WR	(20.18)	000B20801u	Ck# 025197 Reversed WR
25262	3/17/2016	*0021	Ck# 025262 Reversed JP	(82.00)	B20815u	Ck# 025262 Reversed JP
25327	3/17/2016	\C009	Ck# 025327 Reversed JC	(59.46)	000B20901u	Ck# 025327 Reversed JC
25432	10/1/2012	\B032	Ck# 025432 Reversed AB	(42.10)	B60323H	Ck# 025432 Reversed AB
25438	3/17/2016	\M040	Ck# 025438 Reversed Mc	(18.99)	000B21001u	Ck# 025438 Reversed Mc

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
25453	3/17/2016	*0004	Ck# 025453 Reversed FB	(100.00)	B21002u	Ck# 025453 Reversed FB
25574	3/17/2016	*0016	Ck# 025574 Reversed DD	(19.69)	B21029u	Ck# 025574 Reversed DD
25575	3/17/2016	*0017	Ck# 025575 Reversed BS	(49.28)	B21029u	Ck# 025575 Reversed BS
25622	3/17/2016	\V002	Ck# 025622 Reversed JV	(59.59)	000B21101u	Ck# 025622 Reversed JV
29087	4/1/2016	\J003	Ck# 029087 Reversed SJ	(43.13)	000B50101u	Ck# 029087 Reversed SJ
29728	4/1/2016	*0018	Ck# 029728 Reversed JF	(25.00)	B50603u	Ck# 029728 Reversed JF
29729	4/1/2016	*0019	Ck# 029729 Reversed WB	(80.00)	B50608u	Ck# 029729 Reversed WB
29852	4/1/2016	\B012	Ck# 029852 Reversed VB	(45.87)	000B50701u	Ck# 029852 Reversed VB
30315	4/1/2016	\G001	Ck# 030315 Reversed BG	(80.00)	000B51101u	Ck# 030315 Reversed BG
30317	4/1/2016	\K007	Ck# 030317 Reversed CK	(54.79)	000B51101u	Ck# 030317 Reversed CK
30319	4/1/2016	\P015	Ck# 030319 Reversed GP	(37.79)	000B51101u	Ck# 030319 Reversed GP
30757	3/1/2016	*0012	LIBRARY DEPOSIT REFUND JC	100.00	B60301	LIBRARY DEPOSIT REFUND JC
30758	3/1/2016	*0023	AZALEA HALL DEPOSIT REFUND JJ	100.00	B60301	AZALEA HALL DEPOSIT REFUND JJ
30759	3/1/2016	*0024	AZALEA HALL DEPOSIT REFUND KC	100.00	B60301	AZALEA HALL DEPOSIT REFUND KC
30760	3/1/2016	*0025	AZALEA HALL DEPOSIT REFUND JS	100.00	B60301	AZALEA HALL DEPOSIT REFUND JS
30761	3/1/2016	BAS01	BASIC LABORATORY INC.	648.38	1601349	LAB TESTING
30762	3/1/2016	HUM17	HUMBOLDT COUNTY DEPT. ENVIRO. HEALTH	339.77	IN0014189	HAZ MATERIALS FEES
30763	3/1/2016	MCB02	BILL MCBROOME	42.18	B60301	EMPLOYEE REIMBURSEMENT
30764	3/1/2016	MCS02	MCSD C/O HUMBOLDT COUNTY	20,000.00	B60226	BIOSOLIDS DISPOSAL RESERVE

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
30765	3/1/2016	PIT01	PITNEY BOWES	299.66	235285LN	OFFICE SUPPLIES
30766	3/1/2016	SMA01	DREW SMALL	99.44	B60226	SAFETY GEAR REIMB
30767	3/1/2016	STA09	S.W.R.C.B.	90.00	B60216	CERTIFICATE RENEWAL
30768	3/1/2016	WAS03	WASTECORP PUMPS LLC	216.17	IN201990	CONSTRUCTION EQUIP REPAIR
30769	3/1/2016	\A004	MQ CUSTOMER REFUND FOR AL	33.14	000B60301	MQ CUSTOMER REFUND FOR AL
30770	3/1/2016	\B006	MQ CUSTOMER REFUND FOR BA	17.03	000B60301	MQ CUSTOMER REFUND FOR BA
30771	3/1/2016	\C025	MQ CUSTOMER REFUND FOR CO	42.77	000B60301	MQ CUSTOMER REFUND FOR CO
30772	3/1/2016	\H017	MQ CUSTOMER REFUND FOR HE	19.75	000B60301	MQ CUSTOMER REFUND FOR HE
30773	3/1/2016	\H032	MQ CUSTOMER REFUND FOR HU	16.29	000B60301	MQ CUSTOMER REFUND FOR HU
30774	3/1/2016	\H033	MQ CUSTOMER REFUND FOR HU	51.11	000B60301	MQ CUSTOMER REFUND FOR HU
30775	3/1/2016	\M001	MQ CUSTOMER REFUND FOR MC	46.36	000B60301	MQ CUSTOMER REFUND FOR MC
30776	3/1/2016	\M025	MQ CUSTOMER REFUND FOR MC	47.46	000B60301	MQ CUSTOMER REFUND FOR MC
30777	3/1/2016	\M043	MQ CUSTOMER REFUND FOR MO	77.97	000B60301	MQ CUSTOMER REFUND FOR MO
30778	3/1/2016	\O002	MQ CUSTOMER REFUND FOR OW	50.25	000B60301	MQ CUSTOMER REFUND FOR OW
30779	3/1/2016	\R007	MQ CUSTOMER REFUND FOR RA	20.87	000B60301	MQ CUSTOMER REFUND FOR RA
30780	3/1/2016	\S001	MQ CUSTOMER REFUND FOR SM	75.70	000B60301	MQ CUSTOMER REFUND FOR SM
30781	3/1/2016	\S022	MQ CUSTOMER REFUND FOR ST	25.40	000B60301	MQ CUSTOMER REFUND FOR ST
30782	3/1/2016	\V005	MQ CUSTOMER REFUND FOR VO	55.46	000B60301	MQ CUSTOMER REFUND FOR VO
30783	3/1/2016	\Z005	MQ CUSTOMER REFUND FOR ZA	2.82	000B60301	MQ CUSTOMER REFUND FOR ZA

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
30784	3/8/2016	*0026	AZALEA HALL DEPOSIT REFUND MV	100.00	B60302	AZALEA HALL DEPOSIT REFUND MV
30785	3/8/2016	*0027	AZALEA HALL DEPOSIT REFUND KB	100.00	B60307	AZALEA HALL DEPOSIT REFUND KB
30786	3/8/2016	*0028	AZALEA HALL DEPOSIT REFUND NC	100.00	B60307	AZALEA HALL DEPOSIT REFUND NC
30787	3/8/2016	BAN01	BANKCARD CENTER	1,374.01	B60308	TRAVEL/TRAINING/OFFICE SUPPLIES
30788	3/8/2016	COA01	COASTAL BUSINESS SYSTEMS	355.03	18327817	COPIER MAINTENANCE AGREEMENT
30789	3/8/2016	COR01	CORBIN WILLITS SYSTEMS, INC	858.42	B60301	SOFTWARE MAINT. AGREEMENT
30790	3/8/2016	COR07	JOHN W. CORBETT	125.00	B60303	BOARD MTG ON 2/3/16
30791	3/8/2016	COU09	DAVID R. COUCH	125.00	B60303	BOARD MTG ON 2/3/16
30792	3/8/2016	EDW01	HELEN L. EDWARDS	125.00	B60303	BOARD MTG ON 2/3/16
30793	3/8/2016	GRA02	GRAINGER	39.85	901910008	REPAIRS/ SUPPLIES
30794	3/8/2016	HAC01	HACH COMPANY	541.57	9796148	REPAIRS/SUPPLY
30795	3/8/2016	HAR13	The Hartford - Priority A	371.23	B60302	GRP LIFE INSURANCE
30796	3/8/2016	HUC01	DELILAH HUCK	355.88	B60303	CONTRACT INSTRUCTOR PMT
30797	3/8/2016	HUM01	HUMBOLDT BAY MUNICIPAL WATER DISTR	70,244.05	B60302	WTR PURCHASED
30798	3/8/2016	MAY02	DENNIS MAYO	125.00	B60303	BOARD MTG ON 2/3/16
30799	3/8/2016	MAY03	DENNIS MAYO	10.00	B60308	ACWA STRATEGIC & BUSINESS CONF
30800	3/8/2016	MCB02	BILL MCBROOME	24.20	B60307	REPAIRS/SUPPLIES-REIMB
30801	3/8/2016	MIL01	Miller Farms Nursery	151.57	B60307	REPAIRS/SUPPLY

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
30802	3/8/2016	MIT01	Mitchell, Brisso, Delaney	651.00	37310	LEGAL SERVICES
				353.00	37389	LEGAL SERVICES
			Check Total:	<u>1,004.00</u>		
30803	3/8/2016	NEC01	NEC FINANCIAL SERVICES,LL	375.66	B60307	PHONE SERVICE FOR MARCH 2016
30804	3/8/2016	SUD01	SUDDENLINK	134.95	B60308	INTERNET SERVICES FOR FEB 2016
30805	3/8/2016	USB01	U.S. BANK TRUST N.A.	7,979.17	B60308	FEB 2016 SEWER BOND PMT
30806	3/8/2016	VER01	VERIZON WIRELESS	86.91	B60308	CELL PHONES FOR FEB 2016
30807	3/8/2016	WHE02	GEORGE A. WHEELER JR.	125.00	B60303	BOARD MTG ON 2/3/16
30808	3/14/2016	*0029	FACILITIES RESERVATION REIMB CH	65.00	B60314	FACILITIES RESERVATION REIMB CH
30809	3/14/2016	ACW01	CB&T/ACWA-JPIA	8,571.84	B60314	GRP. HEALTH INS
30810	3/14/2016	ADA02	ADAPCO,INC	629.96	104500	REPAIRS/ SUPPLIES
30811	3/14/2016	AIR01	AIRGAS USA, LLC.	859.00	904781842	REPAIRS/ SUPPLIES
				357.26	904874599	REPAIR/SUPPLIES
			Check Total:	<u>1,216.26</u>		
30812	3/14/2016	ARC02	Arcata Stationers	124.00	B60301	OFFICE SUPPLIES
30813	3/14/2016	BAS01	BASIC LABORATORY INC.	376.00	1512482	LAB TESTING
30814	3/14/2016	BEL07	BELL'S HEATING	75.00	3449	PROFESSIONAL SERVICES
30815	3/14/2016	CRO03	CROWN TROPHY PETALUMA	191.72	23448	REC PROGRAM SUPPLIES
30816	3/14/2016	DEL02	DELFINO, MADDEN, O'MALLEY	362.00	5347	LEGAL SERVICES
30817	3/14/2016	DEP05	DEPARTMENT OF JUSTICE	64.00	151739	FINGERPRINTING REC PROGRAM
30818	3/14/2016	FUN01	FUNDRAISERS LTD.	803.50	B60314	TEEN CENTER BRICKS-1/2 AM

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
30819	3/14/2016	HAR03	HARVEY M. HARPER CO.	1,130.30	B60302	VEHICLE REPAIRS
30820	3/14/2016	HEL01	KEVIN HELD	400.00	B60302	DJ FOR JR HIGH DANCE
30821	3/14/2016	HUM08	HUMBOLDT SANITATION	1,003.05	B60303	TRASH SERVICE
30822	3/14/2016	IND02	Industrial Electric Service	326.88	IN02	REPAIRS/SUPPLY
30823	3/14/2016	KEN02	KENNEDY/JENKS CONSULTANTS	1,800.00	99145	WWMF UPGRADE
30824	3/14/2016	MCK02	MCKINLEYVILLE GLASS CO.	361.45	B60307	REPAIRS/ SUPPLIES
30825	3/14/2016	MCK04	MCK ACE HARDWARE	209.68	B60309	REPAIRS/SUPPLY
30826	3/14/2016	MCK12	MCKINLEYVILLE UNION SCHOOL DISTR	2,251.00	B60307	REC PROGRAM SNACKS
30827	3/14/2016	MEN01	MENDES SUPPLY CO.	1,275.80	B60307	REPAIRS/SUPPLY
30828	3/14/2016	NAP02	NAPA AUTO PARTS	53.44	B60307	REPAIRS/ SUPPLIES
30829	3/14/2016	NOR01	NORTH COAST LABORATORIES	3,159.00	B60307	LAB TESTS
30830	3/14/2016	NOR40	N. COAST EMPLOYER ADVISORY COUNCIL	40.00	B60308	TRAINING
30831	3/14/2016	NSP01	NSP3	379.94	16084	REPAIRS/ SUPPLIES
30832	3/14/2016	NYL01	NYLEX.NET	157.50	1699	PROFESSIONAL SERVICES
30833	3/14/2016	ORE01	O'REILLY AUTOMOTIVE, INC.	17.26	B60307	REPAIRS/SUPPLY
30834	3/14/2016	PGE01	PG & E (Office & Field)	15,366.65	B60309	GAS & ELECTRIC
30835	3/14/2016	PRE08	PRECISION INTERMEDIA	451.25	16-608	PROFESSIONAL SERVICES
30836	3/14/2016	S&S02	S & S WORLDWIDE, INC.	178.14	8949963	REC PROGRAM SUPPLIES

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
30837	3/14/2016	SAF04	SAFEWAY INC. FILE # 72905	12.97	802289	BOARD MTG SUPPLIES
30838	3/14/2016	STA04	CWSRF ACCOUNTING OFFICE	27,906.34	B60308	SRF LOAN PAYMENT
30839	3/14/2016	THO02	Thomas Home Center	197.18	B60309	REPAIRS/SUPPLY
30840	3/14/2016	TRI02	TRINITY DIESEL INC.	190.70	W22915	DOT INSPECTIONS
30841	3/14/2016	USB01	U.S. BANK TRUST N.A.	7,979.17	2	MARCH 2016 SEWER BOND PMT
30842	3/14/2016	WEN02	WENNERHOLM CHIROPRACTIC	400.00	B60308	PROFESSIONAL SERVICES
30843	3/14/2016	WES13	WESTERN WEB	1,127.82	16969	NEWSLETTER PRINTING
30844	3/16/2016	*0030	REFUND OF BILLING OVERPMT AR	372.60	B60316P	REFUND OF BILLING OVERPMT AR
30845	3/21/2016	*0030	FACILITIES REFUND AR	50.00	B60321	FACILITIES REFUND AR
30846	3/21/2016	ATT01	AT&T	653.69	B60321	PHONE SERVICE FOR MARCH 2016
30847	3/21/2016	BOR01	BORGES & MAHONEY CO.	601.80	137403	REPAIRS/ SUPPLIES
30848	3/21/2016	COA01	COASTAL BUSINESS SYSTEMS	945.06	B60321	COPIER MAINTENANCE AGREEMENT
30849	3/21/2016	DEL05	DELL MARKETING L.P.	2,389.49	XJWM56P56	COMPUTER-PARKS
30850	3/21/2016	GHD01	GHD	2,879.75	60315	ENGINEERING
30851	3/21/2016	IND02	Industrial Electric Service	23.92	IN18757	REPAIRS/SUPPLY
30852	3/21/2016	JAC04	JACKSON & EKLUND, INC.	280.00	185088	ACCOUNTING SERVICES
30853	3/21/2016	LDA01	LDA PARTNERS	1,475.90	#34/635-1	MCK TEEN CENTER
30854	3/21/2016	MAY03	DENNIS MAYO	64.00	B60303	ACWA BOARD OF DIRECTORS MTG
30855	3/21/2016	MCK11	MCKINLEYVILLE SENIOR CENTER	32.91	B60321	PARKS SHARE OF INTERNET SVC

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
30856	3/21/2016	NOR13	N. CALIFORNIA SAFETY CONSORTIUM	1,728.00	22103	SAFETY SUPPLIES
				80.00	22140	SAFETY TRAINING
			Check Total:	<u>1,808.00</u>		
30857	3/21/2016	PRE08	PRECISION INTERMEDIA	380.00	16-635	PROFESSIONAL SERVICES
30858	3/21/2016	PRO01	PROFESSIONAL CREDIT SERVICES	21.17	45	RECOVERY OF BAD DEBT
30859	3/21/2016	REN01	RENNER PETROLEUM	1,556.72	B60308	FUEL FOR FEB 2016
30860	3/21/2016	S&S02	S & S WORLDWIDE, INC.	63.70	8946158	REC PROGRAM SUPPLIES
30861	3/21/2016	SMA01	DREW SMALL	73.00	B60321	CLASS B PERMIT REIMB
30862	3/21/2016	STA11	STAPLES CREDIT PLAN	75.59	B60321	OFFICE SUPPLIES
30863	3/21/2016	THR02	THREE G'S HAY & GRAIN	83.28	23040	GOAT SUPPLIES/ MAINTENANCE
30864	3/21/2016	UPS01	UPS	254.66	B60321	LAB SHIPMENT
30865	3/21/2016	WES02	WES GREEN	475.20	60268	HILLER PARK UPGRADE
30866	3/24/2016	*0022	REISSUE OF REFUND CHECK FM	100.00	B60324P	REISSUE OF REFUND CHECK FM
30867	3/28/2016	*0031	AZALEA HALL DEPOSIT REFUND MS	100.00	B60328	AZALEA HALL DEPOSIT REFUND MS
30868	3/28/2016	ADA01	ADAMS COMMERCIAL GC	201,719.30	8	MCK TEEN CENTER
30869	3/28/2016	BLA02	BLACK DOG OUTFITTERS	380.81	156	WORK UNIFORMS
30870	3/28/2016	BOR01	BORGES & MAHONEY CO.	187.08	137592	REPAIRS/ SUPPLIES
30871	3/28/2016	DEL02	DELFINO, MADDEN, O'MALLEY	1,350.00	5437	LEGAL SERVICES
30872	3/28/2016	EUR06	EUREKA READY MIX	787.32	23220	REPAIRS/SUPPLY

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
30873	3/28/2016	HUM42	HUMBOLDT OUTFITTERS	179.84	8120	UNIFORMS
30874	3/28/2016	ISE01	I-SECURE INC.	39.00	43866	ONSITE SHREDDING
30875	3/28/2016	NYL01	NYLEX.NET	840.00	1738	PROFESSIONAL SERVICES
30876	3/28/2016	OCC01	OCCUPATIONAL HEALTH	205.00	523*01	PHYSICAL/DRUG TESTING
30877	3/28/2016	PGE02	PACIFIC GAS & ELECTRIC	1,314.18	B60328	STREETLIGHTS MARCH 2016
30878	3/28/2016	PGE05	PG&E STREETLIGHTS LOAN	1,655.40	B60328	OBF LOAN AGREEMENT
30879	3/28/2016	SIE02	SIERRA CHEMICAL CO.	2,831.71	B60308	CHLORINE/ CONTAINER DEPOS
30880	3/28/2016	STA01	STATEWIDE TRAFFIC	227.29	B60328	REPAIRS/ SUPPLIES
30881	3/28/2016	STA09	S.W.R.C.B.	230.00	B60328	CERT RENEWAL
30882	3/28/2016	STA13	S.W.R.C.B.	230.00	B60328	CERT RENEWAL
30883	3/28/2016	ZEP01	ZEP MANUFACTURING CO.	272.70	900215985	REPAIRS/ SUPPLIES
				412,356.17		
Total Disbursements, Accounts Payable:				412,356.17		

Payroll Related Disbursements

13538-13567	3/9/2016	Various Employees	14,387.20		Payroll Checks
13568	3/9/2016	CAL12	CalPERS 457 Plan	5,321.97	B60309
				452.47	1B60309
		Check Total:	5,774.44		
13569	3/9/2016	DIR01	DIRECT DEPOSIT VENDOR- US	25,681.85	B60309
13570	3/9/2016	EMP01	Employment Development	1,282.12	B60309
				501.01	1B60309
		Check Total:	1,783.13		

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
13571	3/9/2016	HUM29	UMPQUA BANK--PAYROLL DEP.	4,721.60	B60309	FEDERAL INCOME TAX
				6,886.92	1B60309	FICA
				1,610.70	2B60309	MEDICARE
			Check Total:	<u>13,219.22</u>		
13572	3/9/2016	ACW01	CB&T/ACWA-JPIA	50,065.96	B60229	MED-DENTAL-EAP INSUR
13573	3/9/2016	PUB01	Public Employees PERS	15,013.40	B60229	PERS PAYROLL REMITTANCE
13574-13606	3/22/2016		Various Employees	15,493.06		Payroll Checks
13607	3/22/2016	CAL12	CalPERS 457 Plan	5,436.79	B60322	RETIREMENT
				452.47	1B60322	PERS 457 LOAN PMT
			Check Total:	<u>5,889.26</u>		
13608	3/22/2016	DIR01	DIRECT DEPOSIT VENDOR- US	28,305.25	B60322	Direct Deposit
13609	3/22/2016	EMP01	Employment Development	1,482.12	B60322	STATE INCOME TAX
				544.93	1B60322	SDI
			Check Total:	<u>2,027.05</u>		
13610	3/22/2016	HUM29	UMPQUA BANK--PAYROLL DEP.	5,232.53	B60322	FEDERAL INCOME TAX
				7,492.12	1B60322	FICA
				1,752.20	2B60322	MEDICARE
			Check Total:	<u>14,476.85</u>		
				192,116.67		
			Total Disbursements, Payroll:	<u>192,116.67</u>		
			Total Check Disbursements:	604,472.84		

McKinleyville Community Services District

BOARD OF DIRECTORS

May 4, 2016

TYPE OF ITEM: **ACTION**

ITEM: D.4 **Approve and authorize Board President to sign and execute the Hiller Park Caretaker Agreement**

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

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

Recommendation:

Staff recommends that the Board approve and authorize the Board President to sign and authorize the Hiller Park Caretaker Agreement for a term of two (2) years.

Discussion:

The Hiller Park caretaker agreement with Blake Vinum and Julie Vinum terminates on June 30, 2016. The last agreement was approved in 2014. Prior to the agreement with Blake and Julie Vinum, the Hiller Park Caretaker agreement was with Mike and Cheryl Malin. In 2014 they had requested Blake and Julie take over as caretakers as they had to leave the area for an extended period and Julie and Blake would be living at the residence at Hiller Park. Mike and Cheryl are returning to the residence at Hiller Park and will be assuming the duties of caretaker at Hiller Park. Enclosed is a proposed contract for consideration.

Due to the change in labor requirements and consistent with the recommendations by our Workman's Compensation provider, SDRMA, pertinent language was added to the agreement. Legal Counsel reviewed the agreement and made revisions acceptable to staff.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Hiller Park Caretaker Agreement

INDEPENDENT CONTRACTOR AGREEMENT

Contract for Caretaking Services: Hiller Park

This AGREEMENT is entered into on July 6, 2016, by and between the MCKINLEYVILLE COMMUNITY SERVICES DISTRICT, herein referred to as "DISTRICT", and Michael E. Malin and Cheryl C. Malin herein referred to as "CONTRACTOR".

1. CONTRACTOR agrees to perform services within the area outlined as follows:
 - A. Provide services ensuring and assisting in site safety and site access, including opening and closing the public restroom doors and the access gates to the facility at sunrise and sunset. Facilities and gates to be opened at sunrise and closed ½ hours after sunset.
 - B. Report promptly to the proper authority any misuse of DISTRICT property or facilities at the facility.
 - C. File reports as determined by situational need.
 - D. Notify DISTRICT's Director of Recreation when CONTRACTOR will be away from the site for more than twenty-four (24) hours.
 1. It is the CONTRACTOR'S sole responsibility to perform these functions, or have a substitute, acceptable to the DISTRICT, to perform these duties in the CONTRACTOR'S absence.
 - E. The DISTRICT will cover the duties of the CONTRACTOR due to absence up to but not to exceed 15 days per year.

CONTRACTOR shall have no obligation or duty to remain on DISTRICT property during any given day (or night) after opening and closing the public restroom doors and access gates at the facility. CONTRACTOR shall have no obligation or duty to remain "on call" or otherwise available for contact by the District during any given day or night.

2. The term of this AGREEMENT shall commence on the above date and shall terminate on June 30, 2018 unless either party exercises their rights under section 9.

DISTRICT and CONTRACTOR acknowledge and agree that CONTRACTOR is an independent contractor and not an employee of the DISTRICT in regard to this AGREEMENT. Worker's compensation or other insurance coverage or benefits will not be provided to the CONTRACTOR other than specific contractual payments described in this AGREEMENT. If the DISTRICT, although not obligated to do so, elects to include CONTRACTOR under its worker's compensation policies of insurance, it shall not constitute an acknowledgement, express or implied, that CONTRACTOR is an employee or agent of the DISTRICT or that the DISTRICT is obligated to keep and maintain any such coverage.

3. DISTRICT and CONTRACTOR agree to mutually hold harmless, indemnify and defend the other party from and against any and all claims for personal injuries or property damages which arise out of the indemnifying party's performance of the terms of this agreement. CONTRACTOR agrees to provide proof to the DISTRICT of property and liability insurance coverage.

4. CONTRACTOR shall be paid, as full compensation for the services provided herein, the following:

- A. CONTRACTOR may occupy the mobile home pad at the facility provided by DISTRICT, with no rental charges by the DISTRICT.

5. In addition to the duties described herein, CONTRACTOR shall be required to provide a suitable trailer or mobile home for residential purposes on the DISTRICT's property at a location selected by the DISTRICT. All monthly utility costs will be provided by the CONTRACTOR. The CONTRACTOR shall not violate any laws, codes, or regulations while on DISTRICT property throughout the terms of this AGREEMENT.

6. CONTRACTOR shall be solely responsible for payment of taxes resulting from the value of this AGREEMENT.

7. The CONTRACTOR shall not change, alter, place, or erect any permanent or temporary structure or object on the site without prior written approval by the DISTRICT. The CONTRACTOR shall keep the area of residence including yard area clean and neat at all times.

8. Personal Property Taxes, CONTRACTOR shall pay, before they become delinquent, all taxes, fees, assessments, or other charges levied or imposed by any governmental entity on any personal property placed by CONTRACTOR in, or about said premises, without limiting the generality of the other terms used in this agreement.

9. Either Party may terminate this agreement by providing written notice to the other party at least ninety (90) days prior to the effective date of termination. Where such notice is given, the two parties may agree to each prepare an appraisal of the Contractor's home and DISTRICT shall have the first right of refusal to purchase CONTRACTOR's home at a value equal to the mathematical average of the two appraisals. Should DISTRICT decide not to purchase CONTRACTOR's home or at the normal termination of this agreement, CONTRACTOR shall remove the place of residence and all personal property from the property of the DISTRICT within ninety (90) days of a written notice.

10. In the event of default by the CONTRACTOR, the DISTRICT will, by written notice, allow thirty (30) days to correct the defect. If not corrected within the thirty (30) day period, the AGREEMENT may be terminated.

11. In the event of any dispute arising out of the performance of this AGREEMENT, the prevailing party shall be entitled to reasonable attorney's fees and its cost of suit.

12. This AGREEMENT may not be assigned all or in part by either party, without prior written consent of the other party.

MCKINLEYVILLE COMMUNITY SERVICES DISTRICT

By: _____
George Wheeler, Board President

By: _____
Michael E. Malin, Contractor

By: _____
Cheryl C. Malin, Contractor

McKinleyville Community Services District

BOARD OF DIRECTORS

May 4, 2016

TYPE OF ITEM: **ACTION**

ITEM: E.1 **Consider authorization for participation in and approval of a 30% cost share for the Household Hazardous Waste (HHW) Collection Event at Pierson Park on July 16, 2016**

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

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

Staff recommends the Board consider the information provided, listen the presentation, take public comment, discuss and consider participation in the household hazardous waste collection event to be held at Pierson Park on Saturday July 1, 2014 by approving a 30% cost share not to exceed \$10,000 for those households that can be actually identified and verified to be within the MCSD service area.

Discussion:

The previous household hazardous collection event held at Pierson Park in July 2015 saw a total of 74% participation by 157 households within the MCSD service area with an overall participation count of 205 vehicles served. Each of the annual collection events held in McKinleyville over the past five years has seen attendance ranging from 200 to 275 vehicles. The community of McKinleyville remains the strongest participant among HHW mobile events.

The staff at Humboldt Waste Management Authority (HWMA) believes that this trend indicates that the availability of these events is allowing participants a collection mechanism that discourages illegal or inappropriate disposal of their home generated hazardous waste. This is of obvious benefit to the MCSD wastewater treatment system and the Mad River watershed.

HWMA is planning another event in McKinleyville on Saturday, July 16, 2016 at Pierson Park. Last year's event was once again made possible by a cost sharing agreement between MCSD and Humboldt Waste Management Authority with MCSD contributing \$4,331.97. The total cost of the event was \$14,439.89.

HWMA is requesting that the Board approve a 30% cost share not to exceed \$10,000 total.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Not to exceed \$10,000 but was less than \$5000 last year and will be budgeted in the Wastewater Fund.

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Humboldt Waste Management Authority Letter of Request
- Attachment 2 – 2016 Household Hazardous Waste Collection Flyer



April 12, 2016

Mr. Greg Orsini
General Manager
McKinleyville Community Services District
P.O. Box 2037
McKinleyville, CA 95519

Dear Mr. Orsini:

We are planning the annual Household Hazardous Waste event in McKinleyville, currently slated for Saturday, July 16th at Pierson Park, and would again ask for a thirty percent cost share allocation from MCSD.

The July 2015 collection event saw 74% participation by 157 households within the MCSD service area, with an overall participation count of 205 vehicles served. Each of the annual collection events held in McKinleyville over the past five years has seen attendance range from 200 to 275 vehicles. The community of McKinleyville remains the strongest participant among HHW mobile events.

Your staff was kind enough to place us on the MCSD Board agenda for the May 4th meeting and we look forward to discussing the upcoming event with the directors and staff at that time. Again, we thank you for being such gracious hosts for these events.

Sincerely,

A handwritten signature in blue ink, appearing to read "Brent Whitener", is written over the word "Sincerely,".

Brent Whitener
Director Operations and Facilities Management

**Humboldt Waste
Management
Authority**
1059 West Hawthorn Street
Eureka, California 95501

707-268-8680
FAX 707-268-8927
www.hwma.net

Household Hazardous Waste Collection

McKinleyville at Pierson Park (Central Ave & Pickett Rd)

Saturday, July 16th 9:00 a.m. - 2:00 p.m.



HOUSEHOLDS

- **MCSD Customers: FREE**
- Disposal fee: \$5/vehicle*
- Disposal Limit: Up to 15 gallons (by container size) or 125 pound limit.

*Additional fees apply for excess disposal amounts and for City of Fortuna residents: \$5/gallon (by container size) or \$7/pound.

BUSINESSES

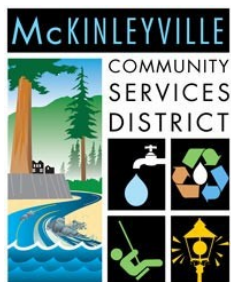
(Including landlords, religious organizations, schools, non-profits)

Call 441-2005 for appointment

MATERIALS ACCEPTED INCLUDE:

- **Paint, wet only** (Dried paint cans can be thrown in the trash with the lid off.)
- **Used Oil, Filters and Contaminated Oil**
- **Auto and Garden Products**
- **Pharmaceuticals & Sharps** (in biohazard container)
- **Fluorescent** (+10, \$0.20/ft) **& HID Bulbs** (+3, \$2.50 ea)
- **Products labeled: Caution, Warning, Toxic, Flammable**
- **Household Cleaners**
- **Mercury Bearing Wastes**
- **Aerosols** (w/contents)
- **Batteries**

NOT ACCEPTING e-waste, appliances, or explosives.



**Call HWMA at 441-2005
for more information.
www.hwma.net**



**Humboldt Waste
Management Authority**

McKinleyville Community Services District

BOARD OF DIRECTORS

May 4, 2016

TYPE OF ITEM: **ACTION**

ITEM: E.2 **Consider Authorization for the McKinleyville Chamber of Commerce to Utilize McKinleyville Community Services District Streetlight Poles Down Central Avenue from School Road to Railroad Avenue and Lighting to Trees**

PRESENTED BY: **Gregory Orsini, General Manager/Heather Vina, McKinleyville Chamber of Commerce President/CEO**

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

Staff recommends that Board consider the information provided, listen to the presentation, take public comment, discuss and consider approving:

- For a period of six months, the test strip from Nursery to Heartwood for both flower baskets and lights contingent upon permitting by Humboldt County Public Works;
- During the six-month period MCSD Board and staff will evaluate the viability of the concept; and
- If favorable direct staff to draft a Memorandum of Understanding (MOU) between the Chamber of Commerce and MCSD for the implementation as proposed in **Attachment 1**.

Discussion:

The McKinleyville Chamber of Commerce has spent several years in discussion with local business regarding their needs and wishes to help their businesses grow. The most common answer has been to make McKinleyville more attractive and inviting for visitors to our community. The two suggestions that arose from these requests are being presented to the Board tonight.

The two proposals, their locations, details, timeline, maintenance, responsibility and goals are described in **Attachment 1**. Heather Vina, President and CEO of the McKinleyville Chamber of Commerce is here tonight to present the proposal to the Board.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action
- Approve only one concept

Fiscal Analysis:

No impact

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Proposal by the McKinleyville Chamber of Commerce
- Attachment 2 – Bracket Specifications

McKinleyville Chamber of Commerce

McKinleyville Improvement Committee

Proposal: add flower pots to light posts and lighting to trees down Central Ave. from School Road to Railroad Ave.

The McKinleyville Chamber of Commerce has spent the last few years talking with local businesses about their needs and wishes to help their businesses grow. The request that we have heard the most is to make McKinleyville more attractive and inviting to help bring people to our town. Many suggestions were made and this proposal is the response from the chamber to these requests and suggestions.

Flower Pots on light polls down Central Ave.

Location: There are 33 polls from School Road to Railroad Ave.

Details:

- two 18-20" pots hanging from brackets at each poll (see picture A)
- brackets are held in place by tension (please see attached spec sheet)
- weight of flower pots in full bloom would be approximately 50# each

Timeline: Pots would be put up the end of May (prior to Pony Express Days) and maintained thru September (beer and wine walk)

Maintenance: The contact person for the MCSD would be Heather Vina at the Chamber, but the maintenance would be contracted out through Miller Farms Nursery.

Responsibility: The McKinleyville Chamber would be responsible for all costs to purchase and maintain the flowers and required supplies as well as the contracted party for maintenance.

Goal: The chamber's goal is to do a test strip this season on the block from Nursery Way to Heartwood in order to get a feel for what is required for the maintenance. We would proceed to cover the area down Central Avenue from School Road to Railroad Avenue.

Solar Lights on Trees Down Central Ave.

Location: placed on specific trees down Central Ave. from School Road to Railroad Ave. at intervals as to be aesthetically pleasing.

Details: strands of LED lights that are solar powered (see picture B)

Maintenance and Responsibility: The McKinleyville Chamber would be responsible for costs to purchase and maintain the lights as well as contracting for the upkeep. Heather Vina would be the contact person.

Timeline: these lights would be kept up year round

Goal: To obtain approval from MCSD as well as permitting through the county and have them up as soon as funding was obtained, starting with

the test strip in the same area as the flower pots, then expanding the area to cover Central Avenue from School Road to Railroad Avenue.

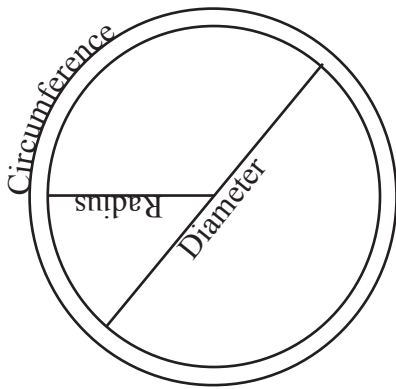
Picture A



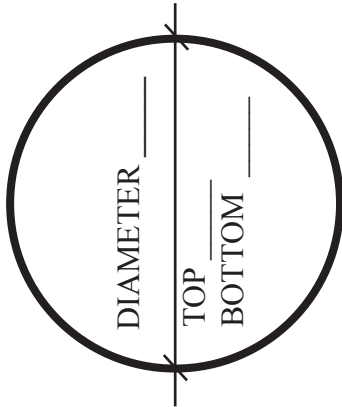
Picture B



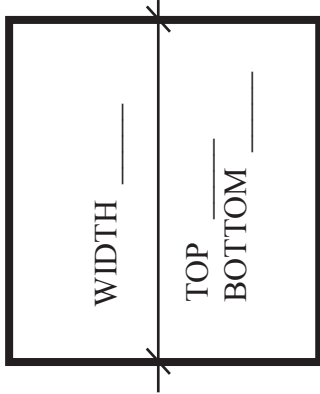
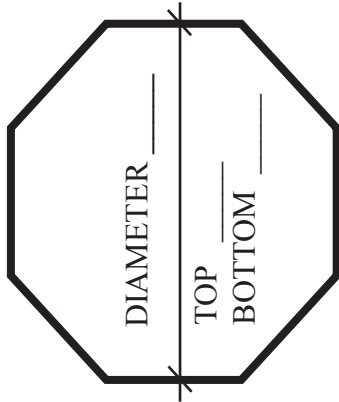
Circumference is measured around the edge of the Post



CHECK POST SHAPE

☐

TAPERED POST? YES / NO (Please Circle)

☐☐

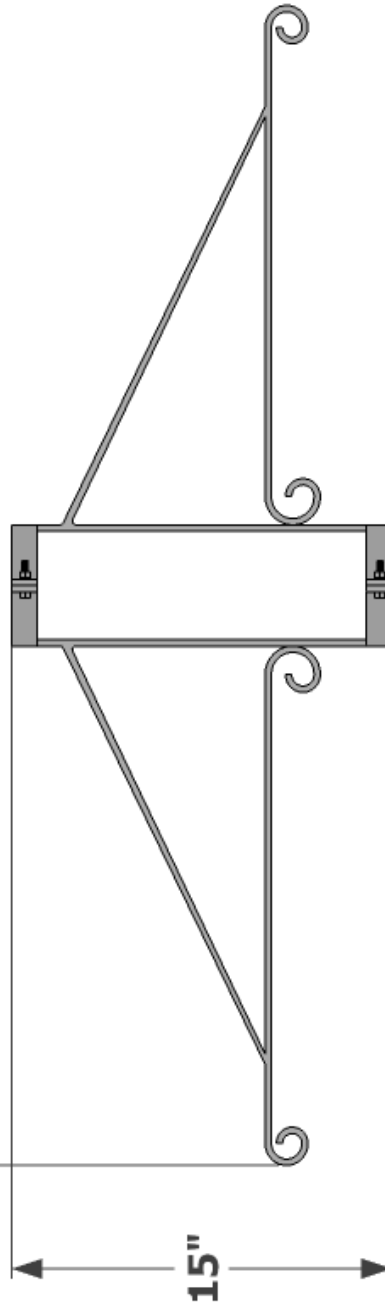
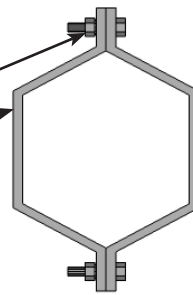
If your post is a different shape than shown on this drawing please note the shape and diameter here: _____

Bracket Clamps may differ in shape than your post. They are designed to use tension to stay in place



3/8" Dia Holes

1"W x 1/4"Thk Flat Bar



PLEASE MEASURE AT THE HEIGHT/LOCATION THE BRACKET WILL BE MOUNTED ON POST

Date: _____
Scale: NTS
DB: JL
CB: _____
Rep: _____
Order#: _____

Content: Two-Way Scroll Arm Pole Mount Bracket
PN: _____
Color/Finish: Black Powder Coat
Customer Approval: _____

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McKinleyville Community Services District

BOARD OF DIRECTORS

May 4, 2016

TYPE OF ITEM: **INFORMATIONAL**

ITEM: E.3 **Update on the Memorandum of Understanding (MOU) for Central Avenue Right of Way Maintenance with Humboldt County Public Works Department**

PRESENTED BY: **Greg Orsini and Tom Mattson, Humboldt County Director of Public Works**

TYPE OF ACTION: **Information Only**

Recommendation:

Staff recommends that the Board review the information provided, air questions and take public comment.

Discussion:

During the July 2014 meeting of the MCSD Board of Directors Meeting staff approached the Board with a proposal for a tree removal policy for the Central Avenue Open Space Maintenance Zone (OSMZ). During the discussion the Board learned there was no formal agreement between MCSD and Humboldt County, so it was determined by the Boards that an MOU should be produced that clearly identified duties and responsibilities.

MCSD and County of Humboldt researched existing interagency correspondences and was able to define what had been originally agreed upon:

MCSD Agreed:

Comply with the Landscape and Lighting Act of 1972 through the Proposition 218 process to initiate an OSMZ.

Bill the County for up to \$7,500 and to increase (negotiate an index with the County) annually.

Coordinate with the County for the scheduling of Sheriff's Work Alternative Program (SWAP) crews once per month.

Coordinate with the County for the removal of green waste from Babler.

Provide landscape maintenance to include weeding, pruning, planting, mulching, trail repair and watering system repair.

Hang and remove the banners twice annually.

County of Humboldt Department of Public Works Agreed:

Reimburse MCSD up to \$7,500 for replacement of plants and mulch for the Central Avenue OSMZ.

Provide a SWAP crew one (1) Saturday per month.

Provide materials including replacement plantings as required.

Provide limited personnel and equipment to support the landscape maintenance by collecting and hauling the clippings and remnants of cleanup by others.

Provide personnel, equipment and periodic use of County dump truck to haul green waste away from Babler.

Maintain an easement and control on issuing an encroachment permit authorizing the removal of trees and shrubs.

The difficulty in arriving at an amenable arrangement for the continued maintenance of the Central Avenue OSMZ is directly related to the Public Works committing Sheriff Department resources, the lack of available SWAP crews and the significant increase in cost to McKinleyville business owners on Central Avenue if this part of the original agreement is forfeited.

Though multiple meetings amongst the parties involved we are nearing completion of an MOU that preserves that original intent for the continuance of the Central Avenue OSMZ.

Since Director Mattson is present for another matter, staff thought it appropriate to brief the Board on our progress and a timeline for completion of the MOU.

Completion of the MOU is essential for the renewal of the Central Avenue OSMZ, the appearance of the busiest County maintained road in Humboldt County and the first impression for visitors to McKinleyville.

Fiscal Analysis:

Fiscal impact will be presented during the Prop 218 process for the re-initiation of the Central Avenue OSMZ.

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- None

McKinleyville Community Services District

BOARD OF DIRECTORS

May 4, 2016

TYPE OF ITEM: **ACTION**

ITEM: E.4 **Consider authorization for the General Manager to sign letters of support for Humboldt County Public Works regarding the McKinleyville Avenue Safe Routes for Schools and Hammond Trail Bridge Projects**

PRESENTED BY: **Greg Orsini, General Manager/Tom Mattson, Humboldt County Director of Public Works**

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

Staff recommends that the Board review the information provided, listen to the presentation, take public comment and authorize the General Manager to sign and submit the letters of support to CalTrans for the two proposed projects.

Discussion:

The County of Humboldt Public Works Department is collaborating with CalTrans and asking for support from McKinleyville Community Services District regarding two major projects; Safe Routes to School and the Hammond Bridge Replacement.

The County of Humboldt has thoroughly collaborated with McKinleyville schools, residents and organizations to develop and submit this proposal which will fill a significant gap by providing a safe, connected walking and biking route to both Morris Elementary School and McKinleyville High School. Safe Routes to School programs and activities help to recommend safe routes to schools, identify access and safety issues, and reduce traffic congestion near schools. In addition, these improvements along McKinleyville Avenue will provide a safe walking and biking connection to the Midtown Trail, managed by MCSD. Thus this project will have additional positive benefits to the neighborhood around these two schools.

The Hammond Trail is the most heavily used section of the California Coastal Trail in Humboldt County. This multipurpose trail is a successful rail-to-trail project, extending approximately 5.5 miles from the Clam Beach County Park to the Arcata Bottoms with state, regional and local significance. The Hammond Bridge over the Mad River is not only an important component of the Hammond Trail, it also provides a critical link between the communities of McKinleyville and Arcata. The bridge was built in 1941 as a railroad bridge and re-purposed in the 1980's to gain a second life serving bicyclists and pedestrians. Now quickly reaching the end of its useful life, it is critical that the bridge is replaced soon in order to maintain safe, continuous use of the Hammond Trail.

The Hammond Bridge Replacement Project will ensure non-motorized commuters can continue to travel between McKinleyville and Arcata to access work, school, health care and other resources. It will safeguard the only non-motorized connection between the population centers of Arcata and McKinleyville separate from Highway 101 and on/ off-ramp traffic while providing a scenic view of the Mad River.

Tom Mattson, Humboldt County Director of Public Works is here this evening to request support from the MCSD Board of Directors, request the Board authorize the General Manager to sign the support letters and to answer any questions regarding the projects.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Letter for Support of the McKinleyville Avenue Safe Routes for Schools Project
- Attachment 2 – Letter for Support of the Hammond Trail Bridge Project

PHYSICAL ADDRESS:

1656 SUTTER ROAD
McKINLEYVILLE, CA 95519

MAILING ADDRESS:

P.O. BOX 2037
McKINLEYVILLE, CA 95519

**MAIN OFFICE:**

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

PARKS & RECREATION OFFICE:

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

May 4, 2016

CALTRANS

Division of Local Assistance,
1120 N Street, MS 1
Attn: Office of Active Transportation and Special Programs
Sacramento, CA 94274-0001

Re: Support for the County of Humboldt's McKinleyville Avenue Safe Routes to School Project

Dear Application Review Committee,

I am writing in support of the McKinleyville Avenue Safe Routes to School Project application to the Active Transportation Program. The McKinleyville Community Services District (MCSD) manages vital community services and a robust parks and recreation department for residents of unincorporated McKinleyville. Expanding safe walking, biking and trail networks in McKinleyville has been a priority for our district to connect neighborhoods to schools and other destinations and provide opportunities for a healthy, active community.

This project will fill a significant gap by providing a safe, connected walking and biking route to both Morris Elementary School and McKinleyville High School. Safe Routes to School programs and activities help to recommend safe routes to schools, identify access and safety issues, and reduce traffic congestion near schools. In addition, these improvements along McKinleyville Avenue will provide a safe walking and biking connection to the Midtown Trail, managed by MCSD. Thus this project will have additional positive benefits to the neighborhood around these two schools.

The County of Humboldt has thoroughly collaborated with McKinleyville schools, residents and organizations to develop and submit this proposal. McKinleyville residents and community organizations have been seeking improved safety for walking and biking, particularly near schools.

The McKinleyville Community Services District shares the goals of keeping youth safe and healthy, encouraging the use of active transportation when safe to do so, and providing opportunities for families to be active together. We are pleased to support this Safe Routes to School application and do not hesitate to contact me for additional information.

Sincerely,

Gregory Orsini,
General Manager

PHYSICAL ADDRESS:

1656 SUTTER ROAD
McKINLEYVILLE, CA 95519

MAILING ADDRESS:

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PARKS & RECREATION OFFICE:

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

May 4, 2016

CALTRANS

Division of Local Assistance,
1120 N Street, MS 1
Attn: Office of Active Transportation and Special Programs
Sacramento, CA 94274-0001

Re: Support for the County of Humboldt's Hammond Bridge Replacement Project

Dear Application Review Committee,

On behalf of the McKinleyville Community Services District (MCSD), I am writing to extend support for the County of Humboldt's Hammond Bridge Replacement Project. The Hammond Bridge is an extremely critical link in our region's transportation system, serving as the only safe non-motorized transportation connection over the Mad River and between McKinleyville and the employment centers and services in Arcata and around Humboldt Bay.

The McKinleyville Community Services District manages vital community services and a robust parks and recreation department for residents of unincorporated McKinleyville. The Hammond Trail provides non-motorized transportation access to several parks and trails under management of our district, and without this important link many residents would not be able to access our parks and recreation opportunities.

The Hammond Trail is the most heavily used section of the California Coastal Trail in Humboldt County. This multipurpose trail is a successful rail-to-trail project, extending approximately 5.5 miles from the Clam Beach County Park to the Arcata Bottoms with state, regional and local significance. The Hammond Bridge over the Mad River is not only an important component of the Hammond Trail, it also provides a critical link between the communities of McKinleyville and Arcata. The bridge was built in 1941 as a railroad bridge and re-purposed in the 1980's to gain a second life serving bicyclists and pedestrians. Now quickly reaching the end of its useful life, it is critical that the bridge is replaced soon in order to maintain safe, continuous use of the Hammond Trail.

The Hammond Bridge Replacement Project will ensure non-motorized commuters can continue to travel between McKinleyville and Arcata to access work, school, health care and other resources. It will safeguard the only non-motorized connection between the population centers of Arcata and McKinleyville separate from Highway 101 and on/ off-ramp traffic while providing a scenic view of the Mad River. Please do not hesitate to contact me for additional information.

Sincerely,

Gregory Orsini,
General Manager

McKinleyville Community Services District

BOARD OF DIRECTORS

May 4, 2016

TYPE OF ITEM: **INFORMATIONAL**

ITEM: E.5 **Mad River Floodplain Restoration Update Presentation**

PRESENTED BY: **Gregory Orsini, General Manager/Mary Burke, California Trout North Coast Project Coordinator**

TYPE OF ACTION: **Information Only**

Recommendation:

Staff recommends that the Board listen to the presentation, take public comment and discuss the updates provided regarding the Mad River Floodplain Restoration Project.

Discussion:

The McKinleyville Community Services District 20 Year Facilities Plan proposed a backfill and replanting of the percolation ponds west of the Fischer Property adjacent to the lower pasture, at a cost of nearly \$170,000 in 2011 value.

The origin of this project began in 2012 while MCSD staff conducted county storm drain maintenance because of the flooding caused to our pastures lands. Californian Department of Fish and Wildlife was called with reports of wetlands being drained. A warden and environmental scientist from the Department made contact with our staff to inquire and requested a site visit. After they determined that the work being conducted was appropriate conversations continued about future use of the site and the planned decommissioning of the percolation ponds.

The potential for the pond conversion to off stream habitat and grant funding opportunities were discussed that day then shelved for future consideration. Fast forward four years and we find ourselves here.

At the Board meeting on September 3, 2014, CalTrout North Coast presented two proposals to the Board that would negate the need to abandon the Fischer Property site and provide vital habitat for salmonid populations with the capital outlay. After the meeting a letter authorized by the Board, and signed by President Couch, was mailed to Douglas H. Bosco, Chairman of the California State Coastal Conservancy, in strong support of CalTrout's efforts. These efforts would promote the recovery of our salmon and steelhead populations, and provide planned recreational access to our coastal rivers, utilizing MCSD's Fischer property.

At the January 7, 2015 Board meeting, a third component to the project was presented to the Board. This third component had increased the cost of the original project, therefore grant funding was being sought with a new amount of \$200,000. The Board again authorized President Corbett to sign a letter of support for pursuit of additional funding for the project.

CalTrout and the project team are here to provide an update and present the development of conceptual designs for public access and restoration on MCSD's property along the lower Mad River. The format of the presentation will be an introduction, site history, existing conditions, data presentation and concept designs. Following the presentation to the MCSD Board, the project design team will reconvene in the Azalea Hall Senior Room for discussion; to receive comments and answer questions from the public.

Alternatives:

Take Action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 –Lower Mad River Conceptual Designs Package

Mad River Estuary Floodplain Restoration Project
Off-channel Habitat and Public Access

CONCEPTUAL DESIGNS



Project Team

Project Funding

State of California Coastal Conservancy
State of California Department of Fish and Wildlife
Fisheries Restoration Grant Program
McKinleyville Community Services District (In-kind)

Contract and Project Manager

Mary Burke, California Trout, Inc.

Consultants

Design Engineer: Rose Patenaude, NHE
Trail Consultant: Chris Turner
Permitting Planner: Aldaron Laird, Trinity Associates

Presentation Agenda

- 7:00 – 7:45 MCSD Board Presentation
- 7:45 – 8:30 Discussion in Senior Room (next door)

Project Timeline

Spring 2015	Project funding
Summer/Fall/Winter 2015	Data Collection
Spring 2016	Conceptual Design
Winter 2016	Engineering Designs
Future Phases	Permitting & Implementation

Habitat Design Objectives

- Reconnect the lower Mad River to 4.25 acres of floodplain (existing percolation ponds)
- If feasible, incorporate tidal inundation to create estuarine habitat
- Provide critical juvenile rearing and off-channel refugia

Public Access Design Objectives

- Improve coastal access by establishing a trail network that will connect to existing coastal trails
- If feasible, provide an Americans Disability Act (ADA)-compliant overlook
- Provide trails with river views and defined points of river access
- Minimize environmental impact
- Interpretation
- Low maintenance

Biofiltration Study Objectives

Implement a study to evaluate the reclamation efficiency of riparian trees vs. fodder crop

Plant 1-acre plots of native black cottonwood, red alder, a mixed riparian forest

Include a 1-acre control plot

Monitor baseline conditions

Monitor reclamation efficiency over 3 years to remove water and nutrients (specifically nitrogen)

Project Site History

Aerial Photo Review from 1941 to Present

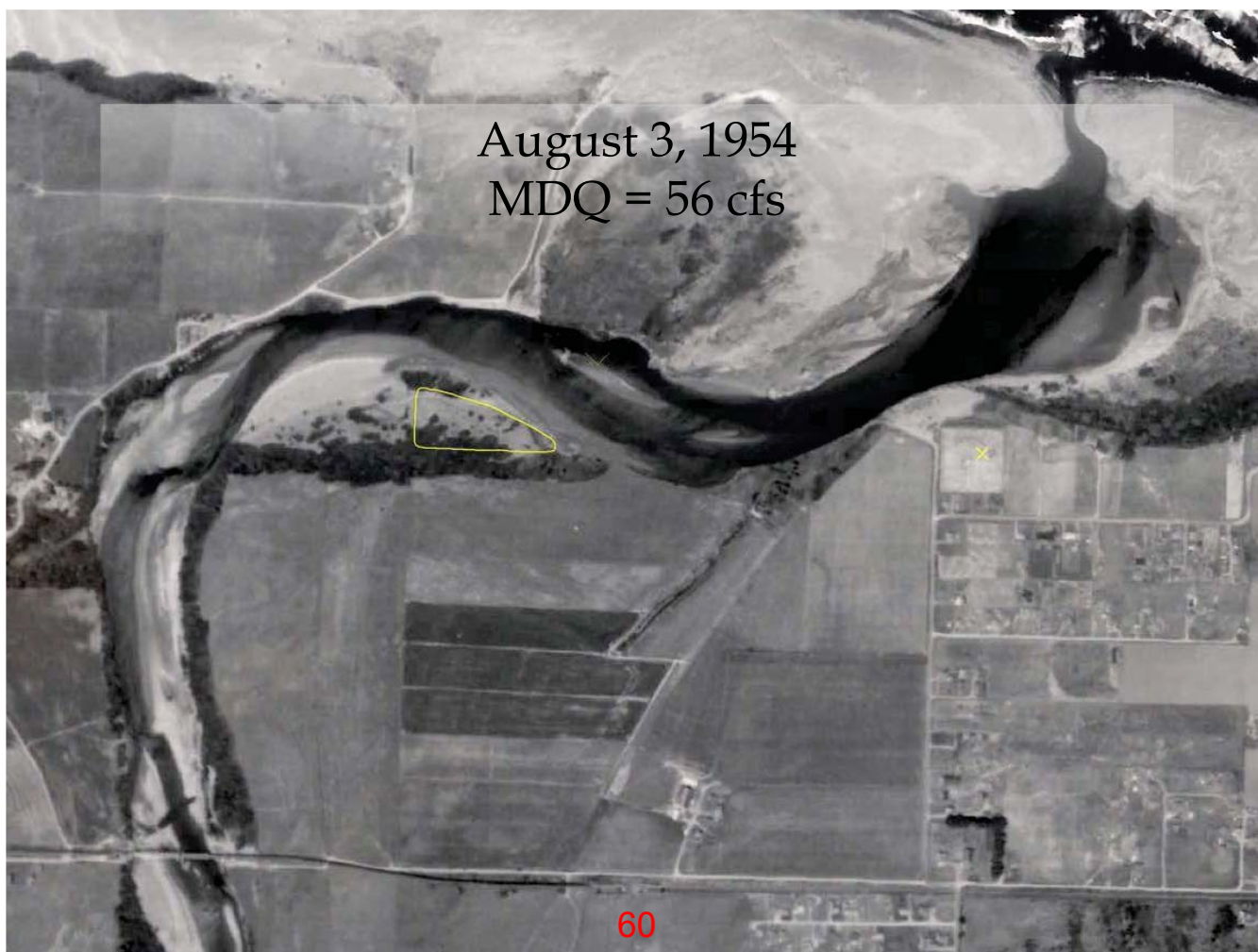
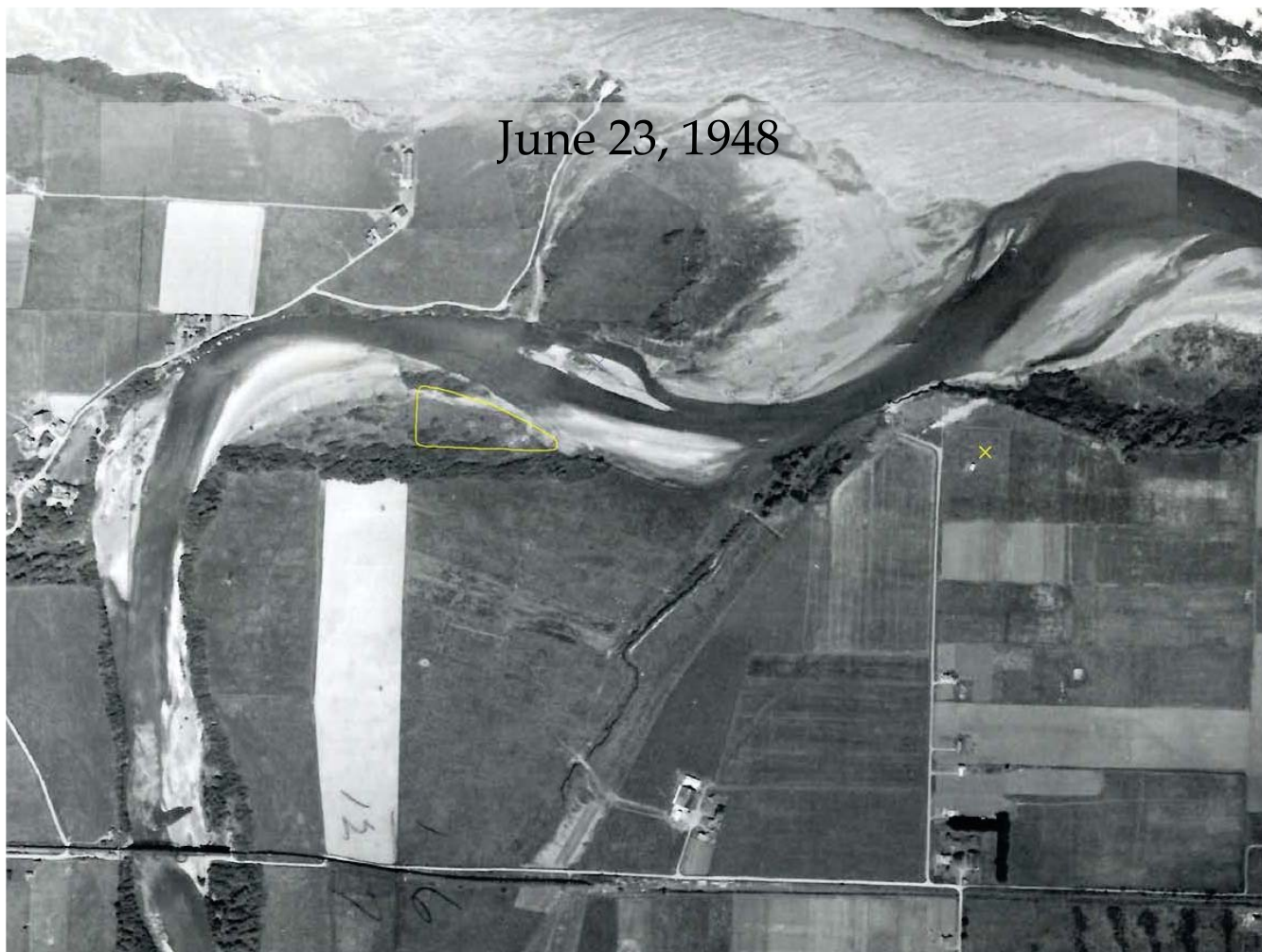
Land use Changes

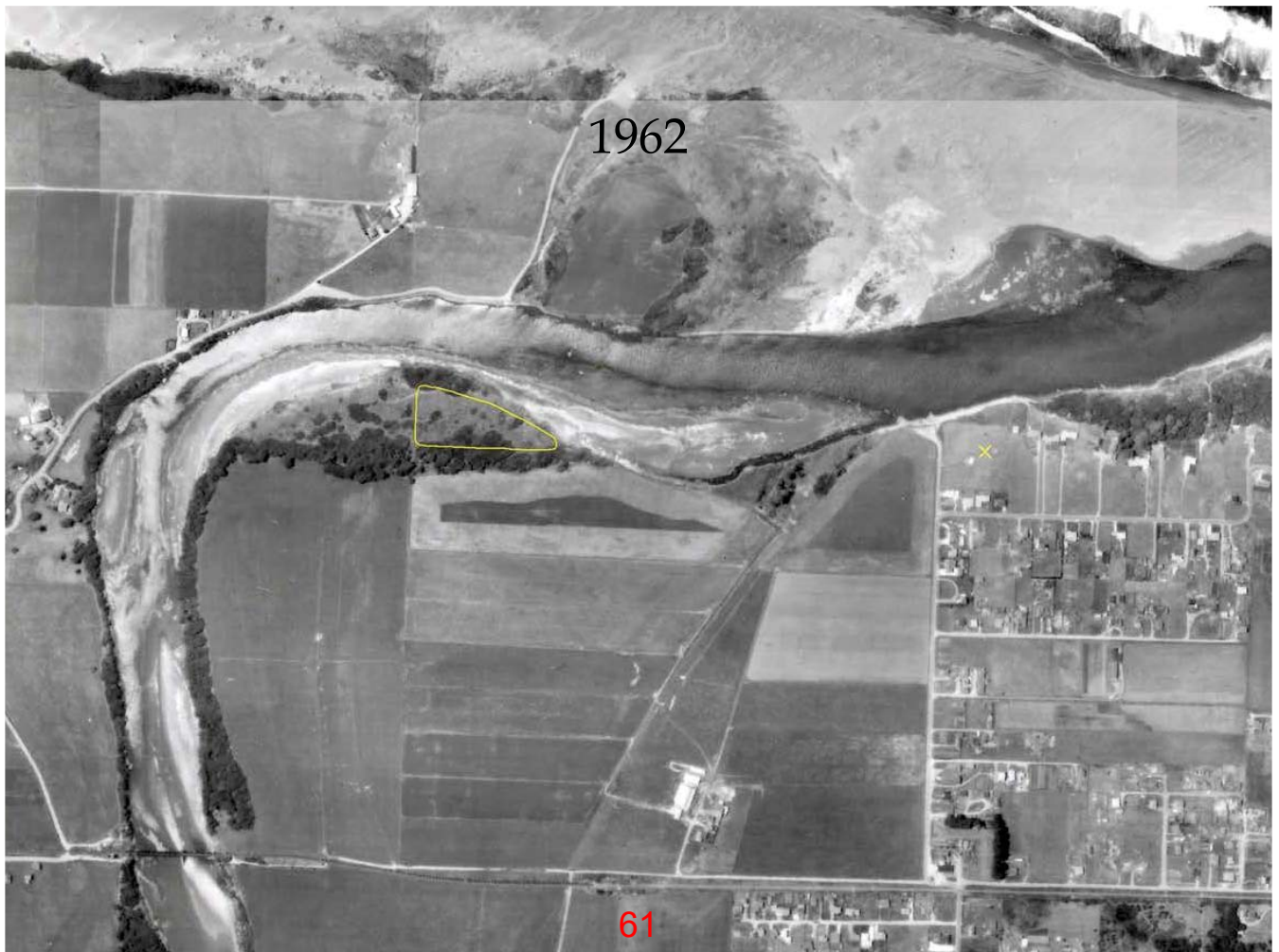
Significant Flood Events

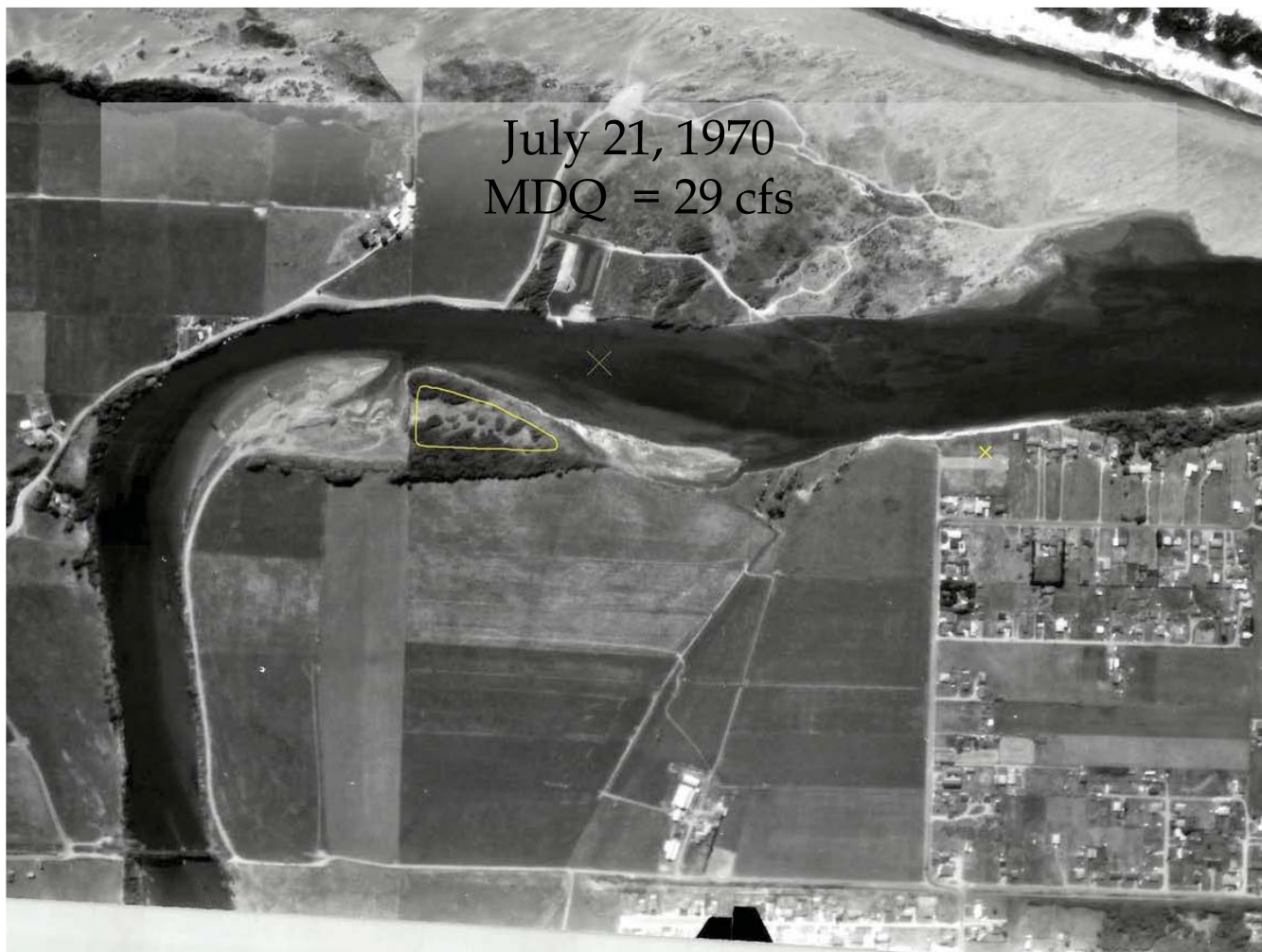
Physical Changes

Ecological Changes







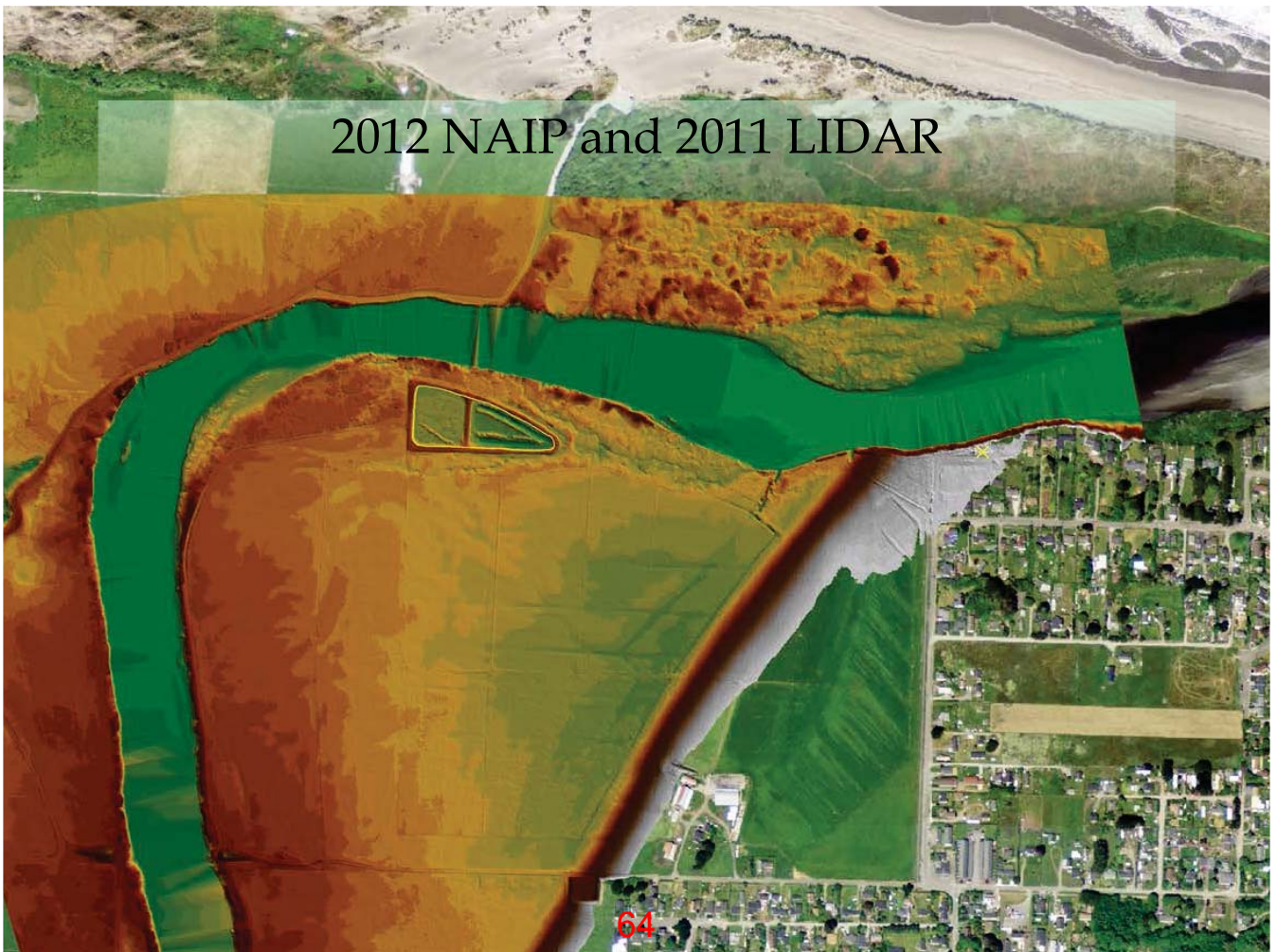




2012 NAIP and 1941 Water's Edge



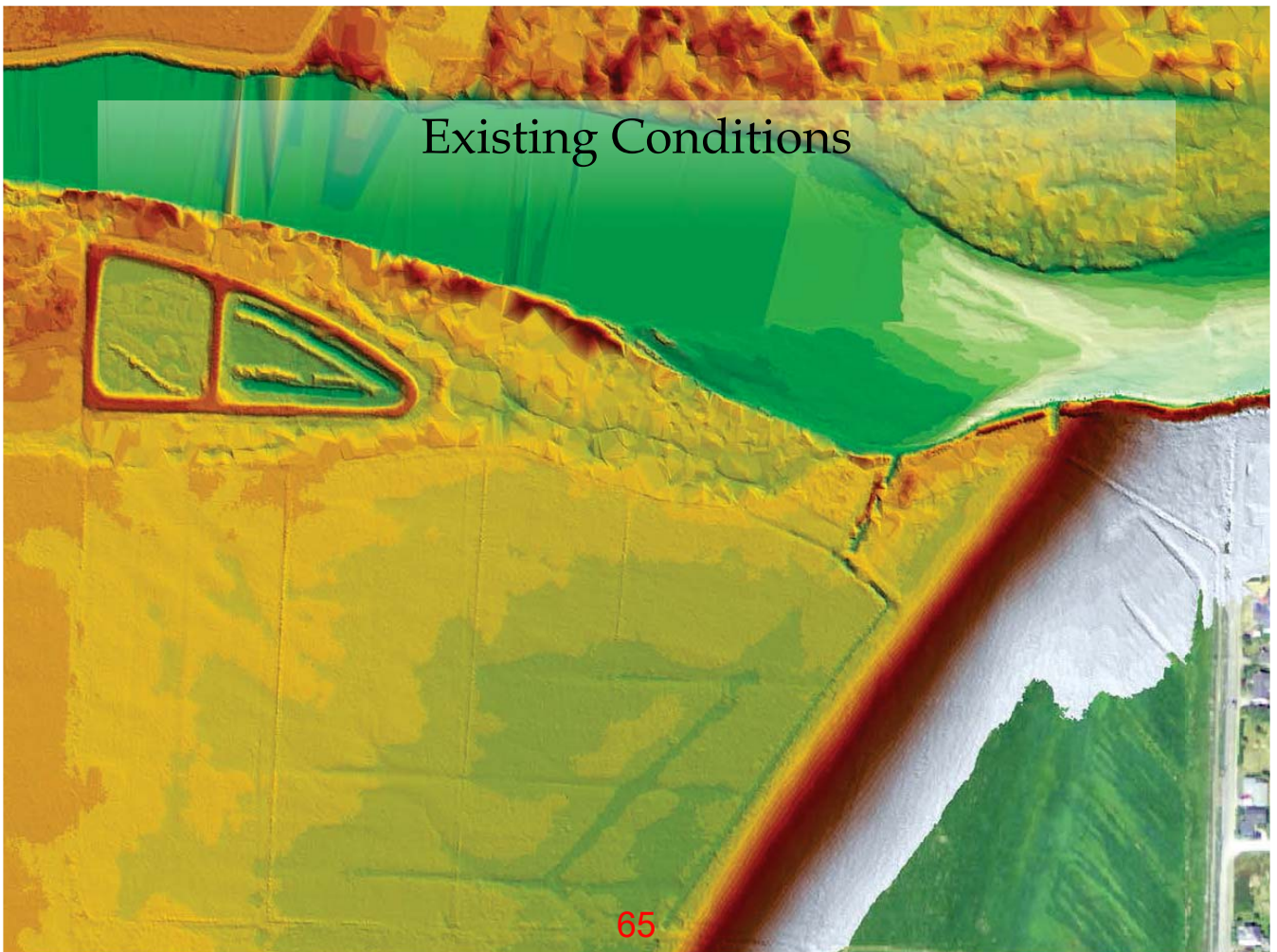
2012 NAIP and 2011 LIDAR



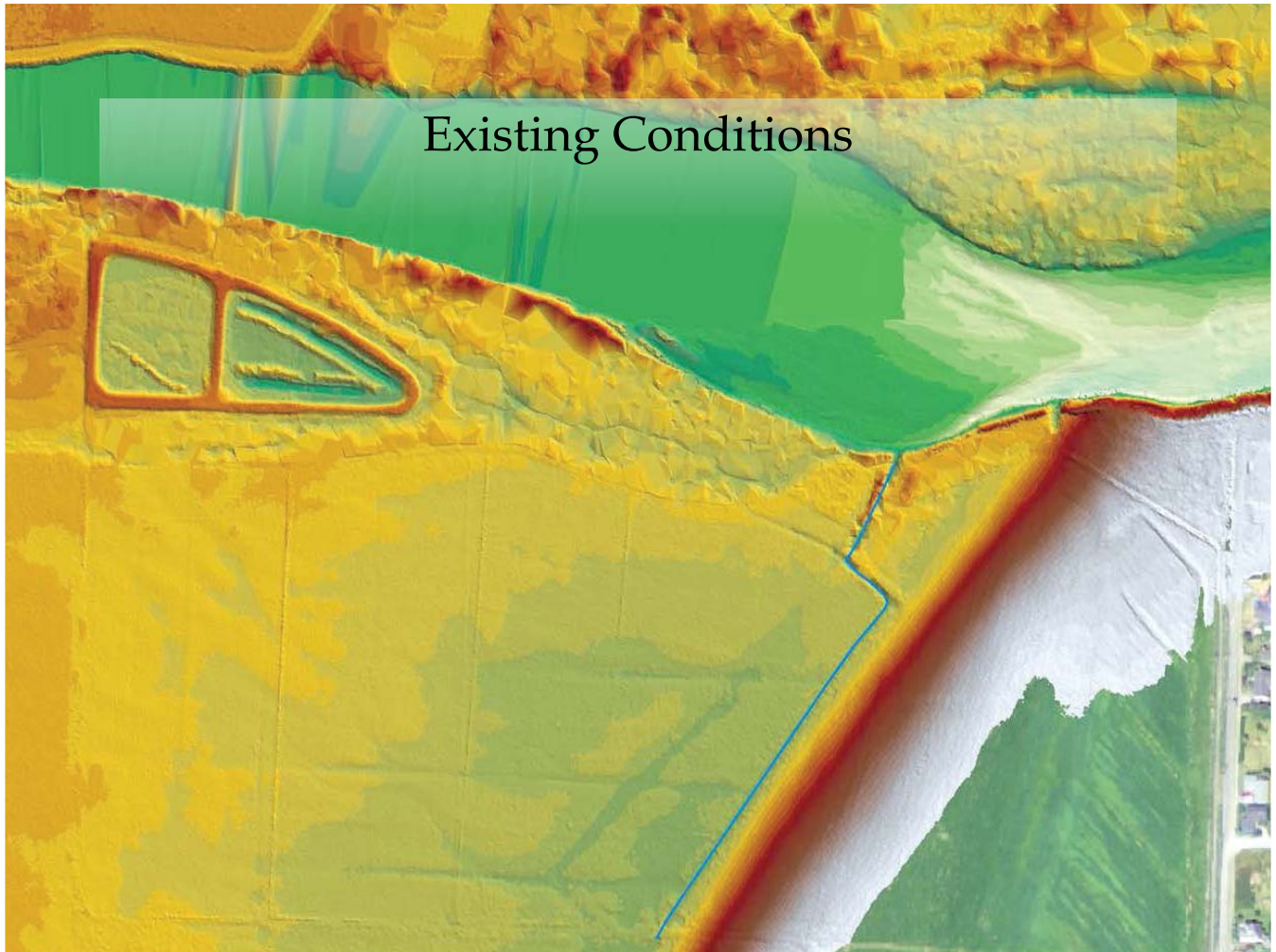
2012 NAIP, 2011 LIDAR, and 2013 Bathymetry



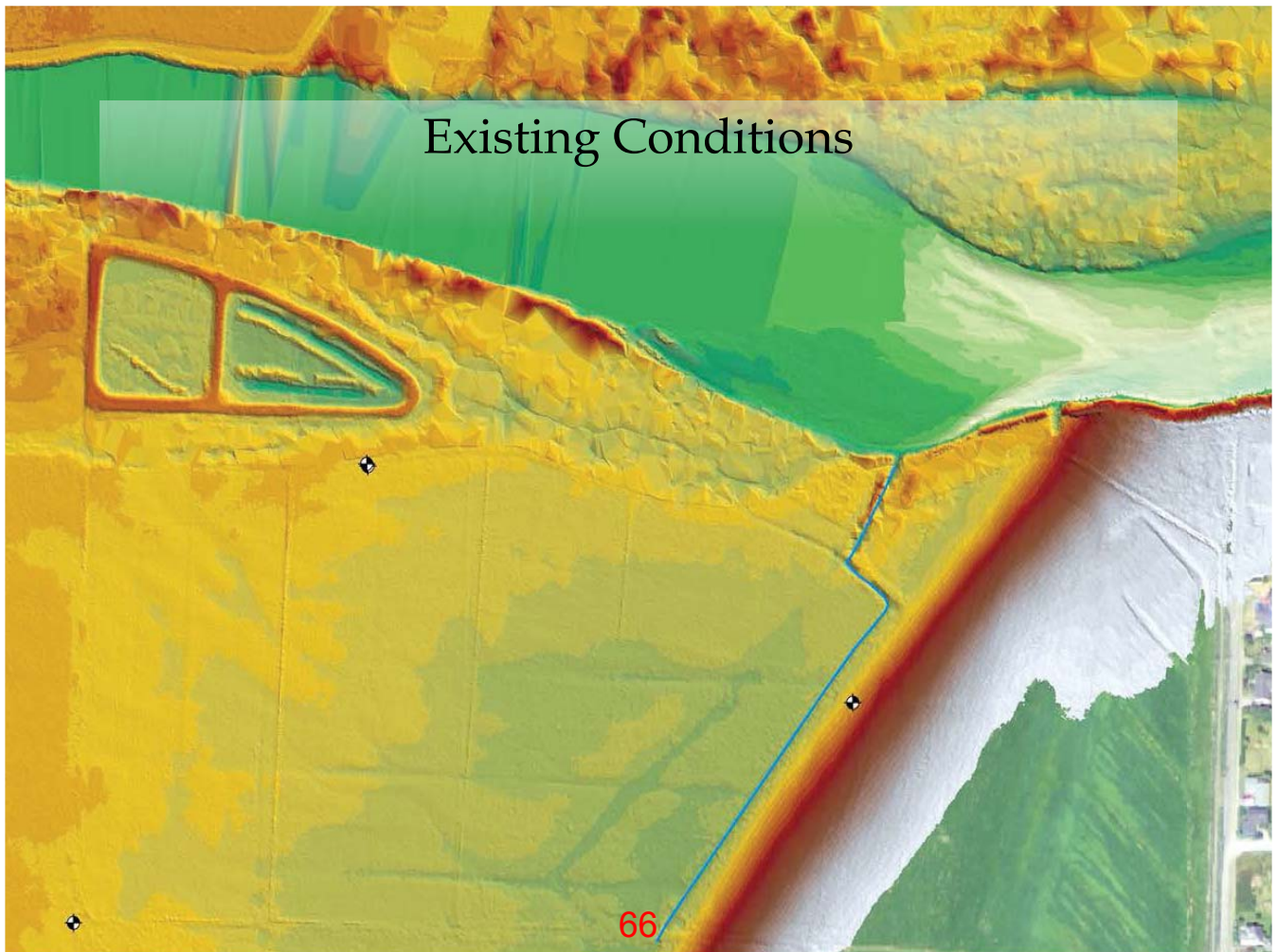
Existing Conditions



Existing Conditions



Existing Conditions



A topographic map showing a coastal area. A large body of water is on the right, with a levee or embankment running along its edge. The land to the left of the levee is colored in shades of yellow and orange, indicating elevation. A blue line, likely a storm water channel, runs parallel to the levee. Several black diamond markers are placed on the map, indicating specific points of interest. A semi-transparent text box is overlaid on the map.

Existing Conditions

A topographic map showing a coastal area, similar to the one above. It features a water body, a levee, and a storm water channel. The map is overlaid with a semi-transparent text box containing information about the MCSD WWTF and irrigation setbacks. A red number '67' is visible in the bottom right corner of the map area.

Existing Conditions: Constraints & Opportunities

MCSD WWTF

- Storm water Channel Irrigation Setback
 - Current BMP = 200 feet
- Public Exposure Irrigation Setback
 - 100 feet from fence line



Existing Conditions: Constraints & Opportunities

Habitat

- Restore flood area and capacity
- Juvenile fish sampled in backwater canal
- Geomorphic conditions for backwater
- Tidal influence
- Beaver and deer



Existing Conditions: Constraints & Opportunities

Public Access

- Existing user-maintained footpath
- Improve upland portion of the trail for ADA accessibility
- Improve parking
- Construct a hand-carried boat launch

Data Collected and Synthesized

Mad River Surface Water

- Discharge
- Stage
- Temperature

Groundwater

- Stage
- Temperature

Geomorphology (in Progress)

- Air photo review of active floodplain/bar/pool/riffle changes
- Land use impacts
- Hydraulic analysis relative to existing and proposed floodplain conditions

Data Collected and Synthesized

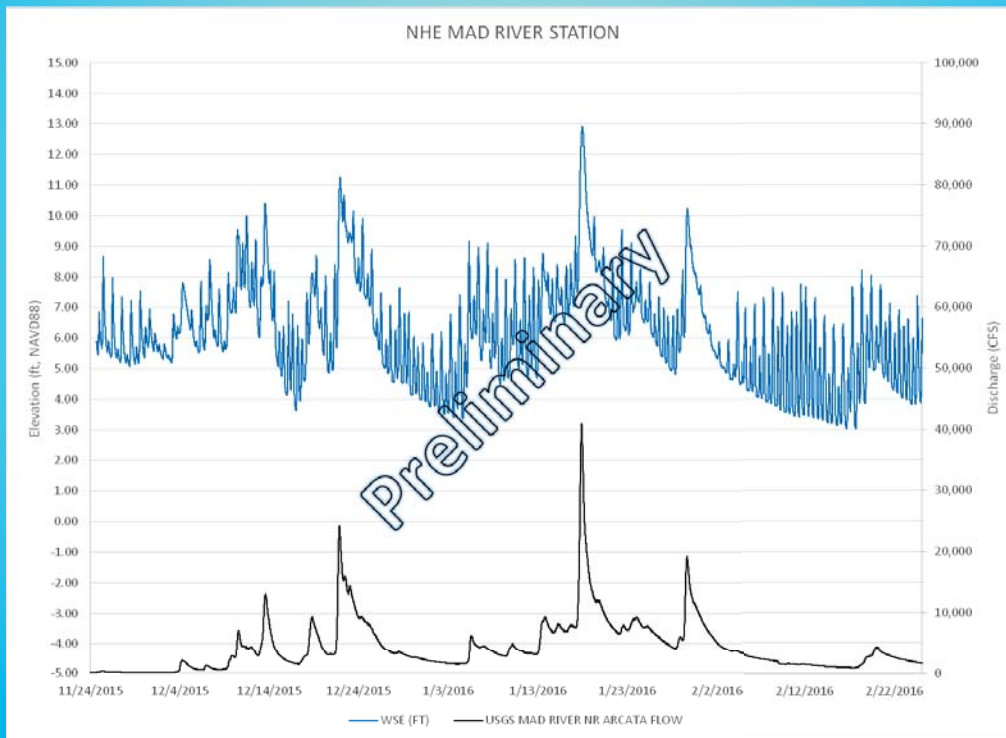
Topography, Bathymetry

- 2011 LiDAR
- 2013 Bathymetry
- 2008 Channel Cross-sections
- 2015-16 Project surveying in active floodplain

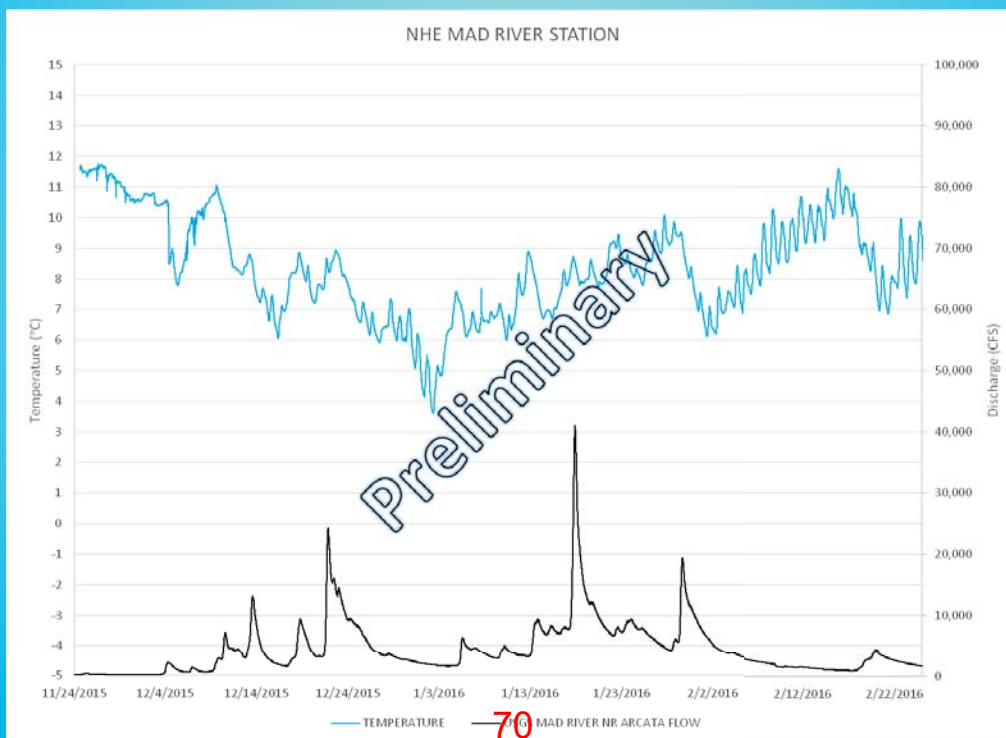
Soils

- Well core texture (results pending)
- Pond soil toxicity (TBD)
- Levee geotechnical analysis for reuse (results pending)

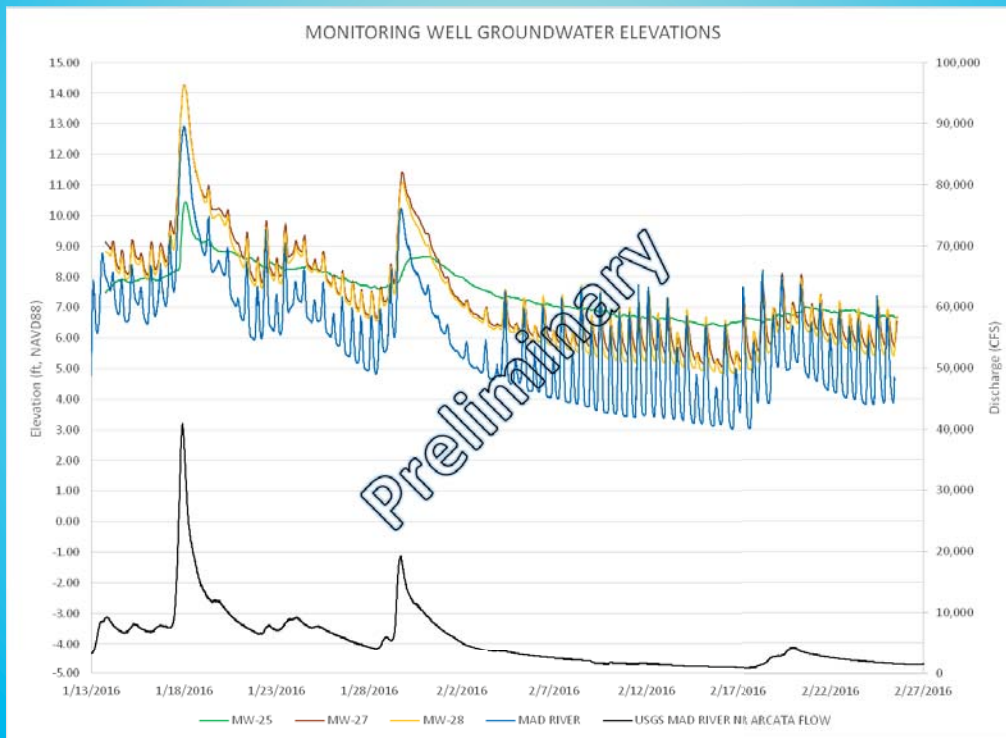
Mad River Surface Water Flow and Stage



Mad River Surface Water Temperature



Floodplain Groundwater Levels



Conceptual Design Alternatives

Conceptual Designs Alternative 1

Conceptual Designs Alternative 2

Conceptual Designs Alternative 3

Questions?

McKinleyville Community Services District

BOARD OF DIRECTORS

May 4, 2016

TYPE OF ITEM: **INFORMATIONAL**

ITEM: E.6 **Review and Discuss the 2016 Report Card for Humboldt County's Water Infrastructure**

PRESENTED BY: **James Henry, Operations Director/Cameron Muir, ASCE**

TYPE OF ACTION: **Information Only**

Recommendation:

Staff recommends that the Board review the information provided, listen to the presentation, take public comment and discuss the 2016 Report Card for Humboldt County's Water Infrastructure published by the American Society of Civil Engineers (ASCE).

Discussion:

To help inform the public and those who make decisions about our infrastructure, the North Coast Branch (NCB) of the American Society of Civil Engineers (ASCE), a national non-profit professional organization, has released a school-style Infrastructure Report Card assessing Humboldt County's Drinking Water Infrastructure.

This was the second of three reports covering six critical infrastructure categories that help our community function every day. The first NCB Report Card assessed Humboldt County's Roads and Bridges and was released in September 2014. The NCB also plans to produce a third and final Report Card assessing the Wastewater, Levees, and Dams categories.

For this most recent report, North Coast Branch Board Members, with the guidance of ASCE National Infrastructure Initiatives committee, worked with a team of local water professional experts, Humboldt State University Engineering Students, and representatives of 19 public agencies in Humboldt County to produce this year's Drinking Water assessment. Representatives of the Humboldt Bay Municipal Water District (HBMWD), the Community Services Districts, the Cities, and a Tribe and their respective elected officials attended the release, which was held at the HBMWD's offices in Arcata.

These reports are truly comprehensive and produced collectively by public and private agencies that want citizens to understand how safe our roads are, how clean water comes through the tap, and how wastewater gets cleaned and returned to the environment. If you want to know how our infrastructure is performing, all of our Report Cards can be found at www.asce-sf.org.

Alternatives:

Take Action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Report Card PowerPoint Presentation
- Attachment 2 – American Society of Civil Engineers 2016 Report Card



Contents

I.	Mission
II.	Process
III.	MCSD
IV.	Recommendations

VISION FOR INFRASTRUCTURE

Long Term: Well-maintained, efficient, safe and secure infrastructure facilities that are sufficient to meet the current needs and future needs of a growing State and that protect our quality of life.

Short Term: A public leadership that develops, enacts and implements the practices and funding mechanisms needed to get there.

Mission: To prepare an assessment of Humboldt County's infrastructure to educate the public and civic leaders, and build support for dedicated and consistent sources of funding needed to sustain the public infrastructure of local jurisdictions.

Report Card Grades

Follow ASCE National Report Card's approach of letter grades based on the criteria for analyzing infrastructure categories. The National Report Card grades are based on the following scale:

90 – 100% = A - Exceptional

80 – 89% = B - Good

70 – 79% = C - Mediocre

41 – 69% = D - Poor

40% or Lower = F – Failing

A EXCEPTIONAL: FIT FOR THE FUTURE

The infrastructure in the system or network is generally in excellent condition, typically new or recently rehabilitated, and meets capacity needs for the future. A few elements show signs of general deterioration that require attention. Facilities meet modern standards for functionality and resilience to withstand most disasters and severe weather events.

B GOOD: ADEQUATE FOR NOW

The infrastructure in the system or network is in good to excellent condition; some elements show signs of general deterioration that require attention. A few elements exhibit significant deficiencies. Safe and reliable with minimal capacity issues and minimal risk.

C MEDIOCRE: REQUIRES ATTENTION

















The infrastructure in the system or network is in fair to good condition; it shows general signs of deterioration and requires attention. Some elements exhibit significant deficiencies in conditions and functionality, with increasing vulnerability to risk.

D POOR: AT RISK

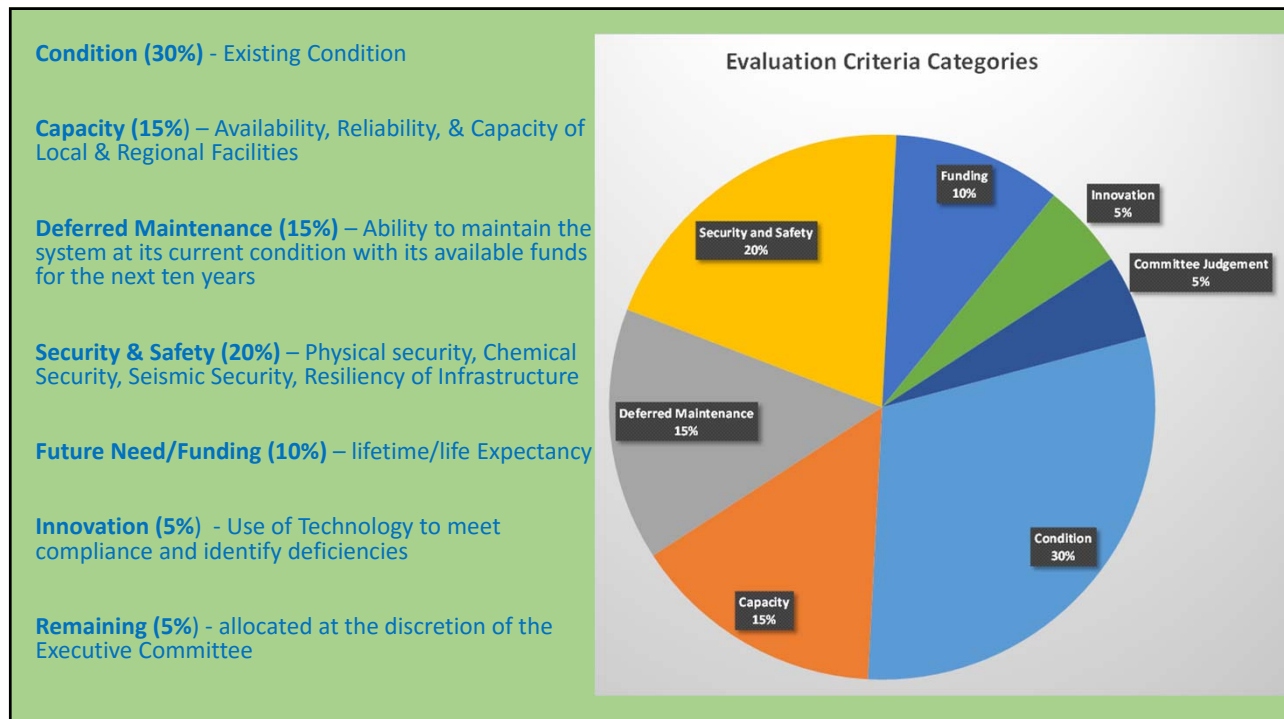
The infrastructure is in poor to fair condition and mostly below standard, with many elements approaching the end of their service life. A large portion of the system exhibits significant deterioration. Condition and capacity are of significant concern with strong risk of failure.

F FAILING/CRITICAL: UNFIT FOR PURPOSE

The infrastructure in the system is in unacceptable condition with widespread advanced signs of deterioration. Many of the components of the system exhibit signs of imminent failure.

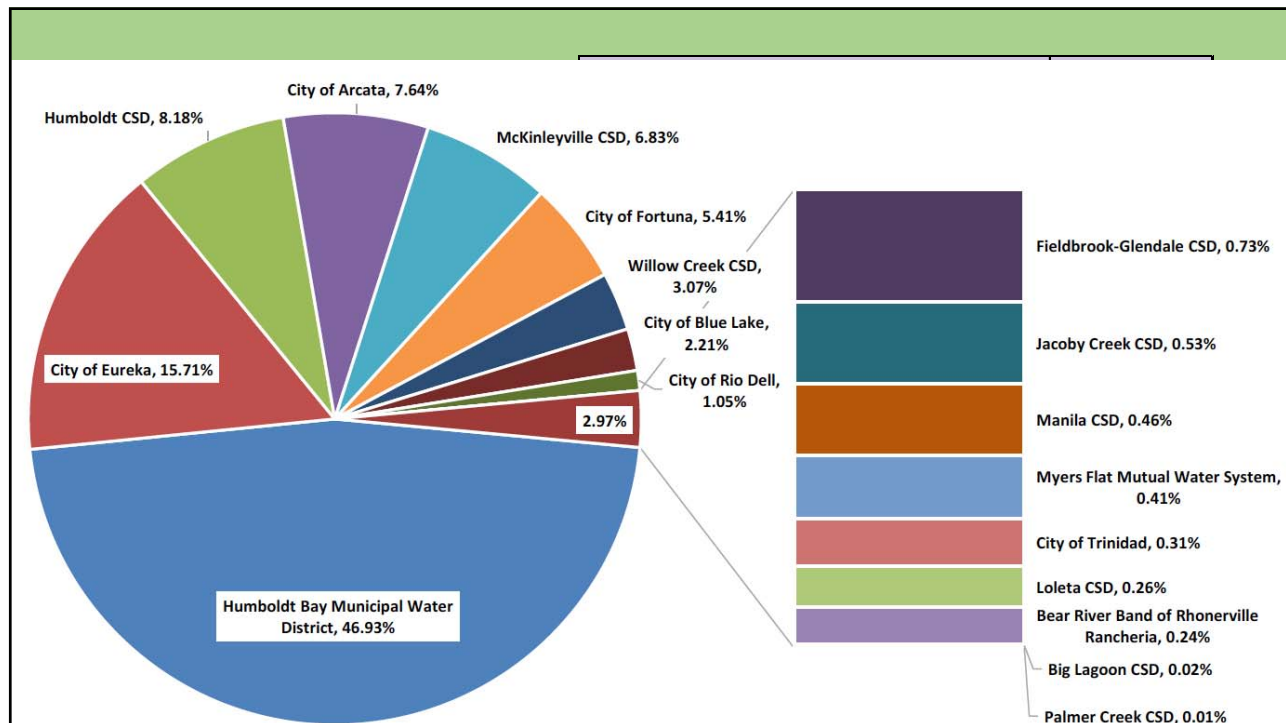
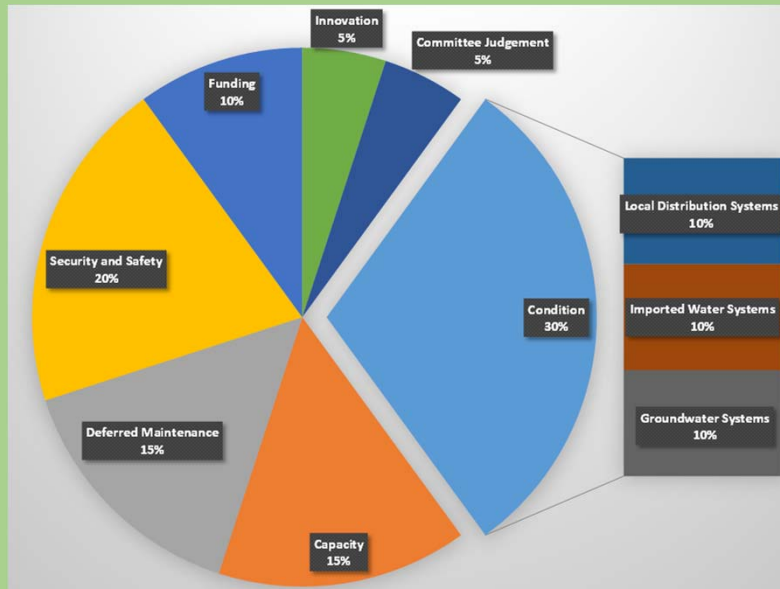
2013 REPORT CARD for america's INFRASTRUCTURE					
INFRASTRUCTURE GRADES FOR 2013					
 ENERGY	D+	 SCHOOLS	D	 PUBLIC PARKS & RECREATION	C-
 TRANSIT	D	 ROADS	D	 RAIL	C+
 PORTS	C	 INLAND WATERWAYS	D-	 BRIDGES	C+
 AVIATION	D	 WASTEWATER	D	 SOLID WASTE	B-
 LEVEES	D-	 HAZARDOUS WASTE	D	 DRINKING WATER	D
 DAMS	D				

81



Condition (30%) - Existing Condition

- Condition of system's facilities, distribution system, water delivery system, treatment system, & groundwater facilities (as applicable).
- Consider the current age of the system and any known issues.
- Condition of the production wells, seawater barrier, and spreading facilities (as applicable).



Summary of Report Card Grade

Criteria	Grade
Condition	Mediocre
Capacity	Exceptional
Deferred Maintenance	Exceptional
Security and Safety	Mediocre
Innovation	Mediocre
Future Needs and Funding	Exceptional
Overall Grade	B

• A EXCEPTIONAL: FIT FOR THE FUTURE

The infrastructure in the system or network is generally in excellent condition, typically new or recently rehabilitated, and meets capacity needs for the future. A few elements show signs of general deterioration that require attention. Facilities meet modern standards for functionality and resilience to withstand most disasters and severe weather events.

• B GOOD: ADEQUATE FOR NOW

The infrastructure in the system or network is in good to excellent condition; some elements show signs of general deterioration that require attention. A few elements exhibit significant deficiencies. Safe and reliable with minimal capacity issues and minimal risk.

• C MEDIOCRE: REQUIRES ATTENTION

The infrastructure in the system or network is in fair to good condition; it shows general signs of deterioration and requires attention. Some elements exhibit significant deficiencies in conditions and functionality, with increasing vulnerability to risk.

• D POOR: AT RISK

The infrastructure is in poor to fair condition and mostly below standard, with many elements approaching the end of their service life. A large portion of the system exhibits significant deterioration. Condition and capacity are of significant concern with strong risk of failure.

• F FAILING/CRITICAL: UNFIT FOR PURPOSE

The infrastructure in the system is in unacceptable condition with widespread advanced signs of deterioration. Many of the components of the system exhibit signs of imminent failure.



Condition (10)			%	Capacity (6)				%	Deferred Main. (23)	%	Security and Safety (8 or 7)				%	Innov. (17)	%	Furture Fund. (10)	%	Judge (10)	%	Total Score
30%				15%					15%		20%					5%		10%		5%		
Local	Imported	Ground Water		Avail.	Relia.	Local	Reg.		Existing Funds		Phys.	Chem.	Sesm.	Resil.		100%		100%		100%		
33%	33%	33%	25%	25%	25%	25%	100%	26%	23%	26%	26%											
1	8	1	24%	6	6	6	1	15%	20	13%	7	6	6	5	15%	14	4%	10	10%	7	4%	

B GOOD: ADEQUATE FOR NOW

The infrastructure in the system or network is in good to excellent condition; some elements show signs of general deterioration that require attention. A few elements exhibit significant deficiencies. Safe and reliable with minimal capacity issues and minimal risk.

Deferred Maintenance & Future Need/Funding

2014 Budget	Anticipated CIP Costs	Local Share of CIP Needs	Annualized Cost of Loans
\$2,471,429	\$11,512,000	\$4,604,800	\$399,444

- Increase Storage Capacity
- Replace Distribution System
- Replace water meters with radio meters



Report Card Recommendations

- The Humboldt County water infrastructure is generally in good condition. However, portions of the infrastructure are coming to the end of their lifetime and will require replacement in the next 20 to 50 years. All of these systems were constructed using a majority of grant funding and long term loans were available at very low interest rates. As grant funding has become harder to obtain, it will be harder for rural communities to be able to fund the necessary replacements. Funding will need to be increased to account for the infrastructure replacement and it will be important for our local representatives to build support in the legislature for grant funding.
- It is also very difficult for the more rural systems to find and retain skilled operation and maintenance personnel and to comply with increased regulations and reporting requirements. Assistance from the county, state and federal governments will be vital in helping these systems comply with regulations and to provide safe reliable potable water to their communities. This assistance will need to include both financial and technical support.

Thank You



2015 Humboldt County Infrastructure Report Card Committees

ASCE NCB Officers:

- Yoash Tilles, Director & Chair of NCB Infrastructure Committee
- Cameron Muir, Practitioner Advisor
- Jordan King, Secretary

ASCE National Infrastructure Committee:

Brittney Kohler, Senior Manager, Infrastructure Initiatives

Becky Moylan - Manager, State Public Relations

Executive Committee (Experts):

- Pat Kaspari – GHD
- Neal Carnam – GHD
- John DeBoice - OLA

Editing Committee (Editors)

- HSU Engineering Students
- ASCE Officers

Communication Committee (Select Individuals Today):

- HBMWWD
- Representative of the Cities
- Representative of CSD's
- Representative of Tribes
- ASCE Officer

Differed Maintenance & Future Need/Funding Data

Agency	2014 Annual Budget	Anticipated Capital Improvement Cost	Local Share of Capital Improvement Needs	Annualized Cost of Loans	Remarks
Bear River Band of Rohnerville Rancheria	Not Available	Not Available			
Humboldt Bay Municipal Water District	\$12,000,000	\$56,000,000	\$22,400,000	\$1,943,091	\$21,000,000 of total to replace the domestic water pipeline along the Samoa Peninsula
Humboldt Community Services District	\$3,300,000	\$5,646,354	\$5,646,354	\$195,918	New Storage Tank & Well Rehabilitation
City of Eureka	\$2,800,000	\$7,380,000	\$2,952,000	\$256,072	The large upcoming project, Mad River Pipeline, Phase VI, is estimated to cost \$3,000,000, which will be budgeted for FY16/17. Existing water bond funds will cover the expenditures. With the rate study coming up, City anticipates budgeting for at least \$500,000 in annual water improvement projects.
McKinleyville Community Services District	\$2,471,429	\$11,512,000	\$4,604,800	\$399,444	Includes increasing storage capacity, replacing distribution system, and replacing water meters with radio meters.
City of Fortuna	\$981,420	\$3,328,000	\$3,328,000	\$0	2015/2016 Project include: Water Tank Recoating, \$105,000, Vancil Reservoir Maintenance, \$180,000, Corrosion Control Facility Electrical Project, \$30,000, Miscellaneous water line replacements, \$3,118,000. All paid from City CIP reserves.
City of Arcata	\$800,000	\$2,133,000	\$2,133,000	\$0	Replace Failed Water Services \$125,000, Water Main Replacement \$750,000, Plunket Road Supply Line \$220,000, Additional Water Storage Zone 1 \$620,000, Westwood Waterline Replacement \$565,000, Water Meters and Registers \$25,000, Water Truck Fill Stations \$85,000, Heindon Water Treatment Station Improvements \$75,000, Alliance Pump Station Photovoltaic System \$68,000
City of Blue Lake	\$450,000	*	*	*	Will borrow. Monitoring water leaks, currently no major need for concern. Will depend upon return of operation of Blue Lake Power Plant. Capital needs until 2021 are under review.

* No available information

Differed Maintenance & Future Need/Funding Data - Continued

Agency	2014 Annual Budget	Anticipated Capital Improvement Cost	Local Share of Capital Improvement Needs	Annualized Cost of Loans	Remarks
Fieldbrook- Glendale Community Services District	\$379,000	*	*	*	
City of Rio Dell	\$360,000	\$5,000,000	\$1,000,000	\$173,490	New rates will collect approximately \$1,000,000 which City hopes will help leverage another 4-5 million in State and Federal grants. Beginning to look into debt, and this remains an option. Current plan is to focus on leveraging State and Federal grants to fulfill most urgent needs including improvements to storage and distribution system.
City of Trinidad	\$292,772	*	*	*	
Palmer Creek Community Services District	\$70,000	*	*	*	Ongoing Water Storage Tank Rehabilitation expected to be completed by 2016.
Manila Community Services District	\$170,000	\$230,560	\$230,560	\$0	Anticipate Proposition 1 Funding for water storage tank replacement. Cost unknown at this time. Other improvements include District garage addition, replacement of existing garage roof and office roof, meter resetters, tank collar extensions, fencing at all facilities, lift station and effluent pump, 5 blow-offs, water mainline valve, backhoe, mower, and 3 washdown hydrants at ponds.
Myers Flat Mutual Water System	\$70,000	*	*	*	Supply lines need upgrading
Alderpoint Water District		*	*	*	
Jacoby Creek Water District		*	*	*	
Loleta Community Services District	\$55,329	\$636,000	\$254,400	\$21,864	Replace and expand existing water storage tank & replace/augment distribution lines.
Willow Creek Community Services District	\$816,209	\$150,000	\$150,000	\$0	Developing CIP since 2010. Replaced 4 water tanks, added new water treatment facility, & replacing a water tank this fiscal year at a cost \$250,000. In the next couple of years plan to re-paint & re-coat 400,000 and 250,000 gallons storage tanks in pressure zone 1.
Big Lagoon Community Services District	\$25,658	*	*	*	Replace all distribution lines (1 mile long)
Total	\$25,041,817	\$88,687,914	\$39,371,114	\$3,077,299	

* No available information

Connections

Agency	Connections						Total
	Single Family Residential	Multi-Family Residential	Commercial/ Institutional/ Industrial	Landscape Irrigation	Other	Agricultural Irrigation	
City of Eureka	7,876	770	1,183	0	0	0	9,829
Humboldt Community Services District	6,697	332	247	8	0	0	7,284
City of Arcata	4,445	572	664	16	0	0	5,697
McKinleyville Community Services District	4,832	442	243	0	0	0	5,517
City of Fortuna	3,972	0	319	30	7	0	4,328
City of Rio Dell	1,089	62	45	8	0	0	1,204
Willow Creek Community Services District							935
City of Blue Lake							686
Jacoby Creek Water District	531	0	0	0	0	0	531
Fieldbrook- Glendale Community Services District	505	0	19	0	0	0	524
Manila Community Services District	354	21	5	1	0	0	381
City of Trinidad							325
Loleta Community Services District	197	36	18	0	0	0	251
Humboldt Bay Municipal Water District	182	1	16	0	0	0	199
Palmer Creek Community Services District							154
Myers Flat Mutual Water System							100
Alderpoint Water District							79
Big Lagoon Community Services District	37	0	1	0	0	0	38
Bear River Band of Rohnerville Rancheria							17
Total	30,717	2,236	2,760	63	7	0	38,079



Local water network gets good grade; suppliers say \$90M in repairs needed



One of Humboldt Bay Municipal Water District's five water pumps along the Mad River. Parts for all five pumps are currently in the process of being replaced at a cost of about \$2 million per pump, according to the district's General Manager Paul Helliker. Times-Standard file.

By Will Houston, Eureka Times-Standard

POSTED: 03/04/16, 9:14 PM PDT | UPDATED: ON 03/04/2016

0 COMMENTS

Humboldt County received what local water officials considered a favorable grade for its drinking water infrastructure, but it will require at least a \$90 million investment within the next decade in order to keep it from breaking down, according to a report released Thursday by the American Society of Civil Engineers.

The ASCE's North Coast branch Practitioner Adviser Cameron Muir called the county's "B" grade a "rarity" for such reports, but said local water providers must immediately begin planning to replace the county's aging pipes, storage tanks and other infrastructure.

"A good grade does not mean we can rest on our laurels," Muir said. "... We know we have an aging system and portions of the infrastructure are coming to the end of their lifetime and will require replacement in the next 20 to 30 years."



American Society of Civil Engineers North Coast branch Director Yoash Tilles (left) presents a report card for Humboldt County's drinking water infrastructure at the Humboldt Bay Municipal Water District's John Winter Center in Arcata. While local water officials were encouraged by the "B" grade, the county will require at least \$90 million to replace and maintain aging pipes, water storage tanks and other infrastructure. (courtesy of Paul Helliker)





Click to start video



KMUD News

ASCE Releases Report Card For Humboldt County's Water Infrastructure

Report Card Participants (obtained Surveys and Data)

- Humboldt Bay Municipal Water District – Paul Helliker
- City of Eureka – Dan Duncan, Brian Gerving
- City of Arcata – Doby Class, Netra Khatri, Eric Lust
- City of Fortuna – Doug Culbert, Merritt Perry
- City of Rio Dell – Randy Jensen, Kyle C. Knopp
- City of Blue Lake – John Berchtold
- City of Trinidad – Dan Berman, City Manager, Rebecca Crow & Steve Allen, GHD
- Bear River Band of Rohnerville Rancheria – Michael Flockhart
- Alderpoint Water District – Karen Horn
- Fieldbrook- Glendale Community Services District – Rebecca Crow, GHD
- Humboldt Community Services District – David Hull
- Jacoby Creek Community Services District – Eric Lust
- Loleta Community Services District – Marcus Drumm
- Manila Community Services District – Chris Drop
- McKinleyville Community Services District – James Henry, Greg Orsini
- Willow Creek Community Services District - Lonnie Danel
- Palmer Creek Community Services District – Kevin Farmer
- Myers Flat Mutual Water System – Mary Whitmore, Rebecca Crow, GHD
- Big Lagoon community Services District – Illiana Asara

Additional Potential Report Card Participants

- City of Crescent City
- Westhaven Community Services District
- Happy Camp CSD
- Resort Improvement District #1 (Shelter Cove)
- Weott Community Services District
- Garberville Sanitary District
- Hydesville County Water District
- Miranda Community Services District
- Palmer Creek Community Services District
- Briceland Community Services District
- Orick Community Services District
- Orleans Community Service District
- Phillipsville Community Services District
- Redway Community Services District
- Riverside Community Services District
- Trinidad Rancheria

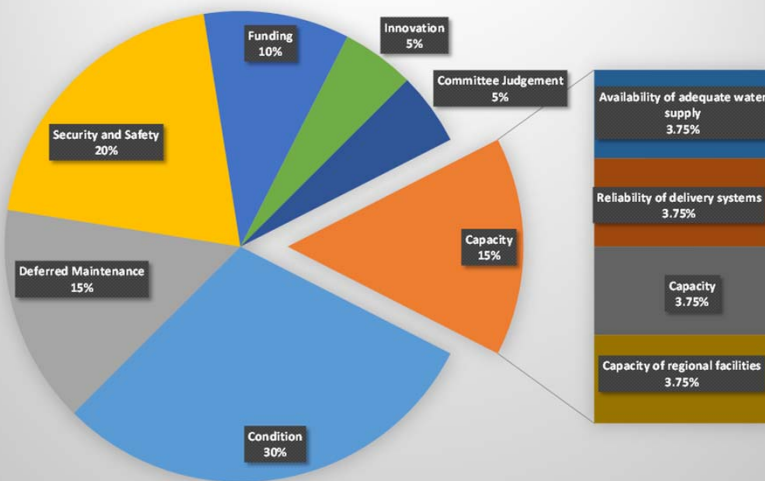
- Briceland Community Services District
- Orick Community Services District
- Orleans Community Service District
- Hoopa Valley Public Utilities District
- Table Bluff/ Wiyot Tribe
- Trinidad Rancheria
- Elk River Rancheria
- Smith River Rancheria
- Happy Camp CSD

Capacity (15%)

Existing size/volume/flow with respect to the Availability, Reliability, & Capacity of Local & Regional Facilities.

- Sustain growth
- Availability - adequate water supply.
- Reliability - water storage, flexibility
- Capacities - meet peak day and fire flow demands as well as bottlenecks or needed upgrades.
- Capacity of regional facilities - imported water facilities required to meet peak day demand.

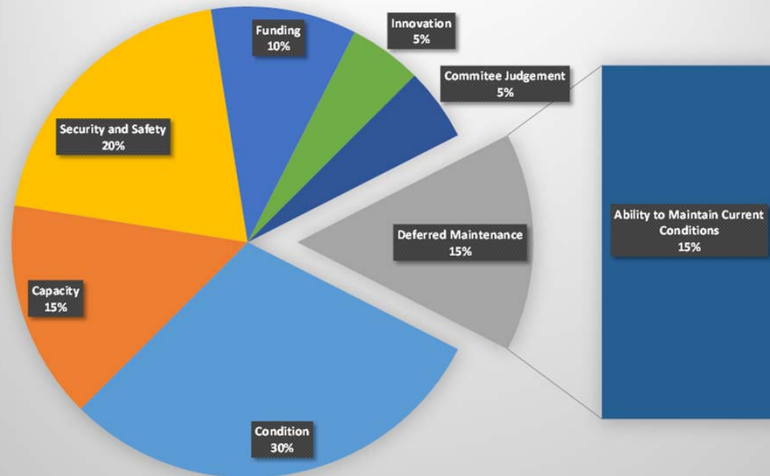
Capacity Criteria



Deferred Maintenance (15%)

- Ability of the entity to maintain the system at its current condition with its available funds for the next ten years.

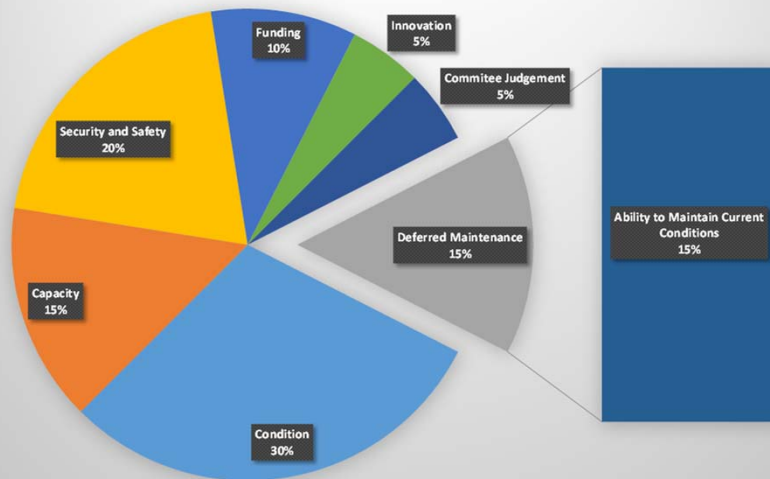
Deferred Maintenance Criteria



Future Needs and Funding (10%)

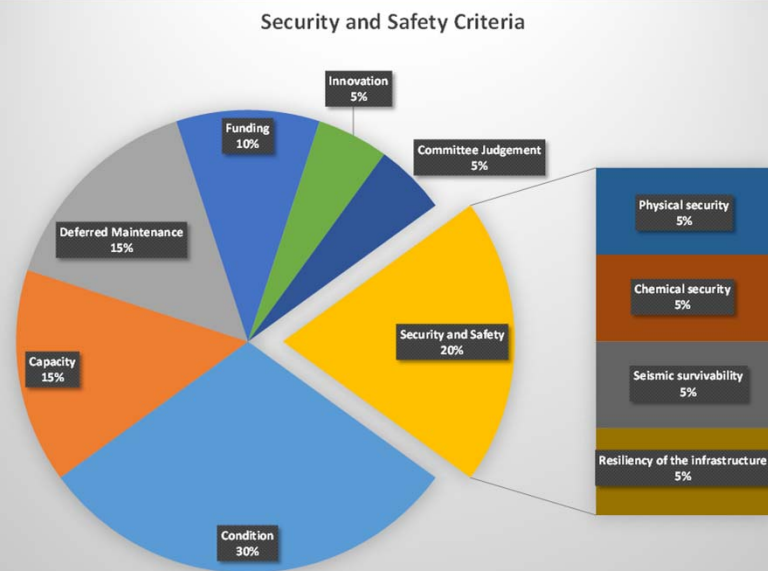
Entities anticipated additions and/or upgrades to the current system and the ability to finance the prospective additions for the next five to ten years.

Deferred Maintenance Criteria



Security and Safety (20%)

- Physical Security - well-being of the facilities (physical accessibility, fencing, alarm/detection systems)
- Chemical Security - storage, point of use & handling of hazardous materials.
- Seismic Survivability - facility survivability if a major earthquake were to occur.
- Resiliency - ability of the water system to survive and recover critical services with minimum impacts to public safety and health.



Innovation(5%)

Use of technology for maintaining regulatory compliance, identifying deficiencies, and loss prevention.

- Assets Management Systems
- Leak Detection Systems

Grading by Criteria and Weight of Each Agency

Agency	%	Conditon (10)			%	Capacity (6)				%	Deferred Main. (23)	%	Security and Safety (8 or 7)				%	Innov. (17)	%	Furture Fund. (10)		%	Judge (10)		%	Total Score	County %
		30%				15%							20%							10%			5%				
		Local	Imported	Ground Water		Avail.	Relia.	Local	Reg.		Water Qual.		Phys.	Chem.	Sesm.	Resil.		100%		100%	5%		100%				
		33%	33%	33%		25%	25%	25%	25%		100%		26%	23%	26%	26%		100%		100%	100%		100%				
HBWMD	46.87	8	1	8	24%	6	6	6	6	15%	23	15%	6	7	6	4	15%	14	4%	10	10%	10	5%	88%	41.2%		
Eureka	15.69	1	8	1	24%	6	6	6	1	15%	23	15%	7	5	3	4	12%	8	2%	10	10%	9	5%	83%	13.0%		
HCSO	8.17	8	8	8	24%	6	6	5	1	14%	23	15%	7	7	5	5	15%	12	4%	10	10%	7	4%	85%	7.0%		
Aracta	7.63	8	8	5	21%	6	6	3	1	13%	20	13%	6	6	4	3	12%	11	3%	10	10%	7	4%	75%	5.7%		
Mck.	6.82	1	8	1	24%	6	6	6	1	15%	20	13%	7	6	2	5	13%	14	4%	10	10%	7	4%	83%	5.6%		
Fortuna	5.4	8	1	8	24%	6	5	6	1	14%	22	14%	7	7	6	6	17%	14	4%	10	10%	7	4%	87%	4.7%		
Willow Cr.	3.07	8	1	8	24%	6	5	6	1	14%	20	13%	5	7	5	6	15%	15	4%	10	10%	7	4%	84%	2.6%		
Blue Lake	2.21	1	8	1	24%	6	5	6	1	14%	23	15%	6	7	8	6	17%	14	4%	10	10%	6	3%	88%	1.9%		
Rio Dell	1.05	4	1	1	12%	3	5	5	1	11%	23	15%	6	6	4	4	13%	10	3%	10	10%	6	3%	67%	0.7%		
Fieldbrook	0.73	1	9	1	27%	6	5	6	1	14%	23	15%	7	7	5	5	15%	10	3%	10	10%	7	4%	88%	0.6%		
Jacoby Cr.	0.53	1	9	1	27%	6	5	6	1	14%	20	13%	6	1	2	2	17%	8	2%	10	10%	7	4%	87%	0.5%		
Manila	0.46	1	9	1	27%	6	5	6	1	14%	15	10%	4	1	2	4	17%	6	2%	10	10%	6	3%	82%	0.4%		
Myers F.	0.41	9	1	8	26%	6	4	4	1	12%	15	10%	3	6	4	5	12%	10	3%	5	5%	5	3%	69%	0.3%		
Trinidad	0.31	6	1	1	18%	5	4	5	1	12%	22	14%	6	6	5	5	14%	10	3%	10	10%	7	4%	75%	0.2%		
Loleta	0.26	6	1	8	15%	5	4	5	1	12%	10	7%	6	7	5	6	15%	12	4%	5	5%	5	3%	60%	0.2%		
Bear River	0.24	6	1	7	20%	5	4	5	1	12%	23	15%	7	6	6	6	16%	14	4%	10	10%	2	1%	77%	0.2%		
B. Lagoon	0.02	3	1	8	17%	5	3	3	1	9%	10	7%	6	5	4	4	12%	7	2%	3	3%	3	2%	51%	0.01%		
Palmer Cr.	0.01	7	1	8	23%	5	4	5	1	12%	15	10%	5	7	4	3	12%	8	2%	10	10%	7	4%	72%	0.01%		
Alder.		3	1	1	9%	6	2	3	1	9%	8	5%	2	1	7	5	15%	2	0%	3	3%	3	2%	43%	0.0%		
Average Score		6	8	8		6	5	5	6		19		6	6	5	5		10		9		6					
Total Category Score		79%				97%					97%		71%					74%		99.5%			86%				
Category Grade		C				A					A		C					C		A			B				
Represent Criteria that is NOT applicable to the Agency.																											
Humboldt County Total Score (%) = 85%																											
Humboldt County Grade = B																											

Report Card Grade - Continued

- A total of 19 water systems including the Humboldt Bay Municipal Water District, six Cities, 11 Community Services Districts, and one Tribe within Humboldt County were assessed.
- The Grade B indicates that current water infrastructure conditions throughout Humboldt County are in good to excellent condition. Some elements of the water infrastructure, such as water lines, show signs of general deterioration due to aging and require or will require attention. The majority of the local water systems in Humboldt County are safe and reliable with minimal capacity issues and minimal risk.



2016 REPORT CARD FOR HUMBOLDT COUNTY'S WATER INFRASTRUCTURE

An independent review of the current state of water infrastructure needs, capability and funding in Humboldt County by the North Coast Branch of the American Society of Civil Engineers





EMBARGOED 3.24.16

WATER INFRASTRUCTURE

***The Report Card for Humboldt County's Water Infrastructure* assesses the drinking water distribution and treatment systems providing and moving clean water in Humboldt County.**

This Report Card covers 19 water systems, including the Humboldt Bay Municipal Water District (the single regional wholesale supplier), six cities, 11 community services districts, and one tribe (Table 1). A total of 38,143 water service connections are represented with 87% (33,104) of these being residential.

Humboldt County's 3,568 square miles are primarily rural, which makes the upkeep of water infrastructure more difficult in comparison to urban areas, and consequently, more expensive per person to maintain. The population served by the infrastructure reviewed in this Report Card totals approximately 104,000, which is about 80% of the county's total population.

The first Report Card by ASCE, published in September 2014, assessed the road and bridges categories. In this second Report Card, the local water infrastructure category was assessed. In both Report Cards, seven fundamental criteria were used to assess the categories: condition, capacity, safety, operation and maintenance, resilience, funding and future need, and innovation.

By the Numbers

80% of Humboldt County residents rely on the water infrastructure graded **B** overall.

19 water systems participated and work to provide clean water in Humboldt County

33,104 residential water customers are served

7 criteria were used to assess the infrastructure: condition, capacity, safety, operation and maintenance, resilience, funding and future need, and innovation

Table 1. Humboldt County Water Infrastructure by Service Providers

Agency ¹	Connections						Total
	Single Family Residential	Multi-Family Residential	Commercial/ Institutional/ Industrial	Landscape Irrigation	Other	Agricultural Irrigation	
City of Eureka ²	7,876	770	1,183	0	0	0	9,829
Humboldt Community Services District ³	6,697	332	247	8	0	0	7,284
City of Arcata ⁴	4,445	572	664	16	0	0	5,697
McKinleyville Community Services District ⁵	4,832	442	243	0	0	0	5,517
City of Fortuna ⁶	3,972	0	319	30	7	0	4,328
City of Rio Dell ⁷	1,105	62	45	8	0	0	1,220
Willow Creek Community Services District ⁸	*	*	*	*	*	*	935
City of Blue Lake ⁹	*	*	*	*	*	*	686
Jacoby Creek Water District ¹⁰	531	0	0	0	0	0	531
Fieldbrook- Glendale Community Services District ¹¹	553	0	19	0	0	0	572
Manila Community Services District ¹²	354	21	5	1	0	0	381
City of Trinidad ¹³	*	*	*	*	*	*	325
Loleta Community Services District ¹⁴	197	36	18	0	0	0	251
Humboldt Bay Municipal Water District ¹⁵	182	1	16	0	0	0	199
Palmer Creek Community Services District ¹⁶	*	*	*	*	*	*	154
Myers Flat Mutual Water System ¹⁷	87	*	13	*	*	*	100
Alderpoint Water District ¹⁸	*	*	*	*	*	*	79
Big Lagoon Community Services District ¹⁹	37	0	1	0	0	0	38
Bear River Band of Rohnerville Rancheria ²⁰	*	*	*	*	*	*	17
Total	30,868	2,236	2,773	63	7	0	38,143

*Not Available

¹ Note: 32 surveys were sent out and 19 responded; from here forward, "Humboldt County infrastructure" refers to that of the 19 respondents

- ² City of Eureka
- ³ Humboldt Community Services District
- ⁴ City of Arcata
- ⁵ McKinleyville Community Services District
- ⁶ City of Fortuna
- ⁷ City of Rio Dell
- ⁸ Willow Creek Community Services District
- ⁹ City of Blue Lake
- ¹⁰ City of Arcata
- ¹¹ GHD
- ¹² Manila Community Services District
- ¹³ GHD
- ¹⁴ Loleta Community Services District
- ¹⁵ Humboldt Bay Municipal Water District
- ¹⁶ Palmer Creek Community Services District
- ¹⁷ GHD
- ¹⁸ Alderpoint Water District & Ethan Ricca
- ¹⁹ Big Lagoon Community Services District
- ²⁰ Bear River Band of Rohnerville Rancheria

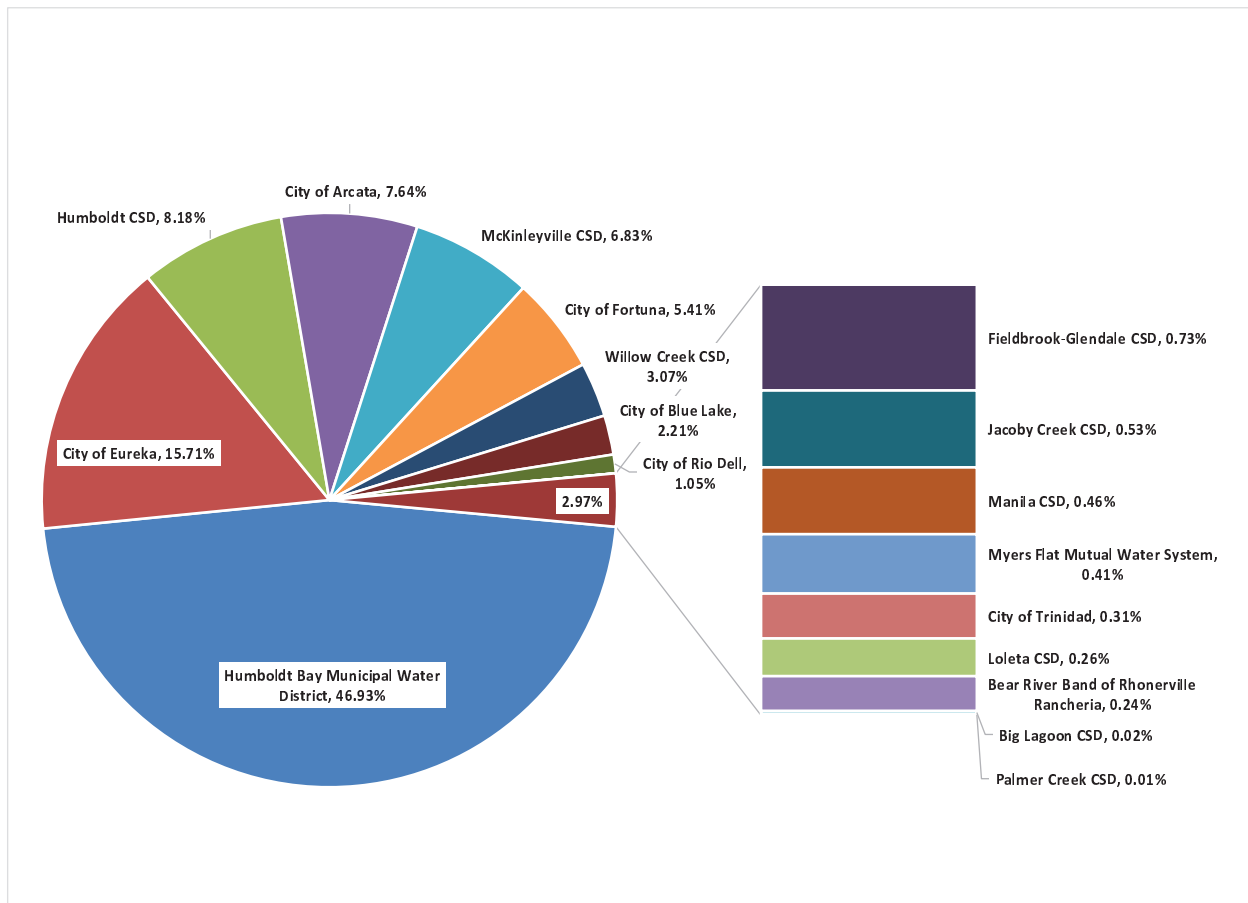
EMBARGOED 3.24.16

A committee of local water experts and officials gives this 2015 Report Card for Humboldt County's water infrastructure a grade of B.

Humboldt County's water infrastructure is currently in good to excellent condition. Portions of the infrastructure are coming to the end of their lifetime and will require replacement in the next 20 to 50 years. However, the majority of the local water systems in Humboldt County can safely treat and reliably provide clean water with minimal capacity issues and minimal risk to the public.

While the overall status of the County's water infrastructure is in good to excellent standing, many of the smaller community service district's water infrastructure will require significant investments. These communities service a small fraction of the overall population of Humboldt County, and therefore have minimal impact to the overall County grade. Five of the 11 community service districts individually contribute less than one percent to the overall grade. Yet, they require significant investment on the individual community scale. In contrast, the larger entities including: Humboldt Bay Municipal Water District, the cities, and the larger community service districts contribute, individually, up to 50% to the overall grade (Figure 1). Note that the contributing weight of each community was determined based on the quantity of water consumed by the community.

Figure 1. Humboldt County water service provider's weight contribution to overall grade



EMBARGOED 3.24.16

To maintain its water infrastructure at its current condition, Humboldt County will need to make significant investments to replace aging components, such as water lines and water storage tanks. Local agencies estimate that approximately \$90 million will be required over the next five to ten years to maintain the existing system at its current condition. Table 2 summarizes Humboldt County's maintenance and future needs according to current budgets and projections.

Table 2. Maintenance and Future Needs of Humboldt County Water Systems by Agency

Agency	2014 Annual Budget	Anticipated Capital Improvement Cost	Local Share of Capital Improvement Needs ¹	Annualized Cost of Loans ²
Bear River Band of Rohnerville Rancheria	*	*	*	*
Humboldt Bay Municipal Water District ³	\$12,000,000	\$56,000,000	\$22,400,000	\$1,943,091
Humboldt Community Services District ⁴	\$3,300,000	\$5,646,354	\$5,646,354	\$195,918
City of Eureka ⁵	\$2,800,000	\$7,380,000	\$2,952,000	\$256,072
McKinleyville Community Services District ⁶	\$2,471,429	\$11,512,000	\$4,604,800	\$399,444
City of Fortuna ⁷	\$981,420	\$3,328,000	\$3,328,000	\$0
City of Arcata ⁸	\$2,297,249	\$2,133,000	\$2,133,000	\$0
City of Blue Lake ⁹	\$450,000	*	*	*
Fieldbrook- Glendale Community Services District ¹⁰	\$379,000	*	*	*
City of Rio Dell ¹¹	\$360,000	\$5,000,000	\$1,000,000	\$173,490
City of Trinidad ¹⁰	\$292,772	*	*	*
Palmer Creek Community Services District ¹²	\$70,000	*	*	*
Manila Community Services District ¹³	\$170,000	\$230,560	\$230,560	\$0
Myers Flat Mutual Water System ¹⁰	\$70,000	*	*	*
Alderpoint Water District	*	*	*	*
Jacoby Creek Water District	*	*	*	*
Loleta Community Services District ¹⁴	\$55,329	\$636,000	\$254,400	\$21,864
Willow Creek Community Services District ¹⁵	\$816,209	\$150,000	\$150,000	\$0
Big Lagoon community Services District ¹⁶	\$25,658	*	*	*
Total	\$26,539,066	\$88,687,914	\$39,371,114	\$3,077,299

*Not Available

¹ Assumes that the local communities will need to borrow 60% of their funding needs and will finance them over a 30-year period at 4% interest. Provided in this column is the local share of their capital improvement needs.

² Provides the annualized cost of those loans using the assumptions described in Note 1.

Sources for Table 2:

- ³ Humboldt Bay Municipal Water District
- ⁴ Humboldt Community Services District
- ⁵ City of Eureka
- ⁶ McKinleyville Community Services District
- ⁷ City of Fortuna
- ⁸ City of Arcata
- ⁹ City of Blue Lake
- ¹⁰ GHD
- ¹¹ City of Rio Dell
- ¹² Palmer Creek Community Services District
- ¹³ Manila Community Services District
- ¹⁴ Loleta Community Services District
- ¹⁵ Willow Creek Community Services District
- ¹⁶ Big Lagoon Community Services District

EMBARGOED 3.24.16

With its aging water infrastructure, and given its rural nature and low population density, Humboldt County will require financial assistance to maintain a resilient infrastructure.

The Humboldt County water infrastructure is generally in good condition. However, portions of the infrastructure are coming to the end of their useful life and will require replacement in the next 20 to 50 years. All of these systems were constructed using a majority of grant funding and long term loans that were available at very low interest rates. As grant funding has become harder to obtain, it will be harder for rural communities to be able to fund the necessary replacements. Funding will need to be increased to account for the infrastructure replacement, and it will be important for our local representatives to build support in the legislature for grant funding.

Like many areas of the State, the infrastructure in Humboldt County is vulnerable to natural events such storms, flooding, earthquakes, and fires.

Although local agencies have implemented disaster preparedness planning, Humboldt County's geography presents risks to water infrastructure. The area is very seismically active, and population centers such as the cities of Eureka, Arcata, and Ferndale, are largely in low lying areas that are especially susceptible to flooding during high rainfall and tides, and to tsunamis after major earthquakes. These events obviously threaten drinking water systems.

Skilled water system operators and maintenance personnel are difficult to attract and retain for many Humboldt County cities and agencies, but they are vital for providing safe drinking water.

Coupled with difficulty in recruitment and retention of skilled personnel, increasingly complex regulations and reporting requirements have also increased labor needed to properly run water systems. Assistance from the county, state and federal governments will be vital in helping these systems comply with regulations and to provide safe reliable potable water to their communities. This assistance will need to include both financial and technical support.

EMBARGOED 3.24.16

RECOMMENDATIONS

1. Maintain and Increase Leadership in Infrastructure Renewal

Humboldt County's infrastructure is a responsibility of local leaders, and leadership is needed to maintain and renew the infrastructure the generations before us have built. Bold leadership and a vision for how strategic infrastructure investment can help local communities are needed to reverse the current trends. Local leaders need to proactively search for funding and promote potential rate increases that will pay for capital improvements.

2. Promote Sustainability and Resilience

Today's infrastructure must meet the community's ongoing needs, and at the same time, protect and improve environmental quality. Sustainability, resiliency, and ongoing maintenance must be an integral part of improving the area's infrastructure. Today's water treatment and distribution systems must be able to withstand both current and future challenges. Both structural and non-structural methods must be applied to meet challenges. Infrastructure systems must be designed to protect the natural environment and withstand both natural and man-made hazards, using sustainable practices, to ensure that future generations can use and enjoy what we build today, as we have benefited from past generations.

3. Develop and Fund Plans to Maintain and Enhance Humboldt County's Infrastructure

Infrastructure investment must be increased at all levels, but it also should be prioritized and executed according to well-conceived plans that focus on the health and goals of the system. The goals should center on water quality, capacity, and environmental stewardship, while encouraging resiliency and sustainability. The plans must reflect a better defined set of federal, state, local, and private sector roles and responsibilities and instill better discipline for setting priorities and focusing funding to solve the most pressing problems.

EMBARGOED 3.24.16



ABOUT THE REPORT CARD

INFRASTRUCTURE

Infrastructure is the basic physical and organizational structures and facilities needed to operate our community including:

- aviation
- bridges
- dams
- drinking water
- energy
- hazardous waste
- inland waterways
- levees
- public parks and recreation
- rail
- roads
- schools
- solid waste
- transit
- wastewater

VISION FOR INFRASTRUCTURE

Long Term: Well-maintained, efficient, safe and secure infrastructure facilities that are sufficient to meet the current needs and future needs of a growing State and that protect our quality of life.

Short Term: A public leadership that develops, enacts and implements the practices and funding mechanisms needed to get there.

Mission: To prepare an assessment of Humboldt County's infrastructure to educate the public and civic leaders, and build support for dedicated and consistent sources of funding needed to sustain the public infrastructure of local jurisdictions.

MISSION

This first **Report Card for Humboldt County's Infrastructure** assessed two important infrastructure categories: **local roads (D+)** and **bridges (C-)**.

This second **Report Card for Humboldt County's Infrastructure** assesses the water infrastructure category.

The mission of this **Report Card for Humboldt's County's Infrastructure** is to prepare an assessment of Humboldt County's infrastructure to educate the public and civic leaders and build support for dedicated and consistent sources of funding needed to maintaining and improving infrastructure in a timely manner in order to get the most out of our public investments. Infrastructure failures not only

disrupt the community, they also ultimately make the community bear higher costs for repairs and emergency responses and can increase risk to public safety.

REPORT CARD PROCESS

The North Coast Branch of the San Francisco Section of ASCE began creating the first local Report Card in January of 2014 to tell the story of the infrastructure condition in Humboldt County. For the first Report Card, transportation experts from the public and private entities within Humboldt County participated in the preparation of the Report Card, and local representative from Humboldt County, the cities, and the tribes all came together to assess the road and bridges infrastructure

of the County. The group was divided into two working committees: roads and bridges. Professional engineers from private engineering consulting firms either represented public entities or specifically assisted in quality assurance for the preparation of the report. California Department of Transportation professionals also assisted in preparing this report and provided reviews. Members of the ASCE North Coast Branch facilitated the discussion and assisted in preparation of the report. The result of this collaboration is a Report Card that brings to the forefront the road and bridges infrastructure needs for all residents living both in the rural and urban areas of Humboldt County.

The Committee first chose to assess local roads and bridges for two reasons. First, road condition information for many cities and the County was readily available from an existing comprehensive pavement condition assessment and would reflect the local needs. Second, local engineers and community members surveyed felt roads and bridges should be assessed first. To be clear, the Report Card does not grade state highways or state bridges although these are assessed as part of the *2012 Report Card for California's Infrastructure*.



Figure 2. Bridge over North Fork Mad River near Korbel, CA



Figure 3. Existing asphalt concrete deteriorating on Eel River Drive near Fortuna, CA.

EMBARGOED 3.24.16

In July 2015, the North Coast Branch of ASCE launched the second Report Card to tell the story of the water infrastructure condition in Humboldt County. For this Report Card, water experts from public and private entities within Humboldt County participated in the preparation of the Report Card, and the working committee including local representative from Humboldt Bay Municipal Water District (the single regional wholesale supplier), the cities, the community services districts and the tribes all came together to assess the local water infrastructure systems within the County.

To gain a better understanding of the drinking water infrastructure, the North Coast Branch of ASCE distributed a survey to the working committee members. The survey allowed each entity to rate their water system based on a scoring system and criteria established by ASCE Infrastructure Report Card methodology. The method for gathering responses was found to be effective at gaining understanding of the condition of the systems. The survey results were supplemented with information obtained from the State

Department of Public Health, the entities Consumer Confident Reports, technical details from the Humboldt County General Plan, and further discussions with the entities and local water professionals.

The survey results and the supplemental information described above were compiled and reviewed by a group of local experts, professional engineers from private engineering consulting firms, working in the County over the last 30+ years. The local experts recommended the final grades presented in this report. Members of the ASCE North Coast Branch facilitated the discussion and assisted in preparation of the report. The result of this collaboration is a second Report Card that brings to the forefront the local water infrastructure needs for residents living both in the rural and urban areas of Humboldt County.

ASCE appreciates the support of all of the infrastructure stakeholders who provided input and direction including Dan Duncan, David Hull, Netra Kahtri, James Henry, Doug Culbert, Randy Jensen, Lonnie Danel, John Berchtold, Eric Lust, Rebecca Crow, Christopher Drop, Marcus Drumm, Paul Helliker, Kevin Farmer, Karen Horn, Illijana Asara, and Michael Flockhart.



Figure 4. City of Fortuna Relocation of the Electrical Panels at the Corrosion Control Facility to above the estimated flood elevation for a 100-year storm event.



Figure 5. McKinleyville Community Services District 1.5 million gallon water storage tank that was recoated in 2012



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EMBARGOED 3.24.16

McKinleyville Community Services District

BOARD OF DIRECTORS

May 4, 2016

TYPE OF ITEM: **INFORMATIONAL**

ITEM: E.7 **Review Operations Draft Budget for Water, Wastewater, and Streetlight Funds, FY2016-17**

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

TYPE OF ACTION: **Information Only**

Recommendation:

Staff recommends that the Board review the FY2016-17 Draft Operating Budget for the Water, Wastewater, and Streetlights Funds.

Discussion:

The budget was developed based on current costs, trends, and best estimates. Information from the Capital Improvements draft budget that was previously presented to the Board is incorporated into this budget. Questions from the Directors on any category item or on the budget overall are welcome and may be brought to the General Manager. The finalized budget will be presented to the Board for formal approval in June.

Alternatives:

Take Action

Fiscal Analysis:

See attached FY2016-17 Draft Operating Budgets for Water, Wastewater, and Streetlights Funds

Environmental Requirements:

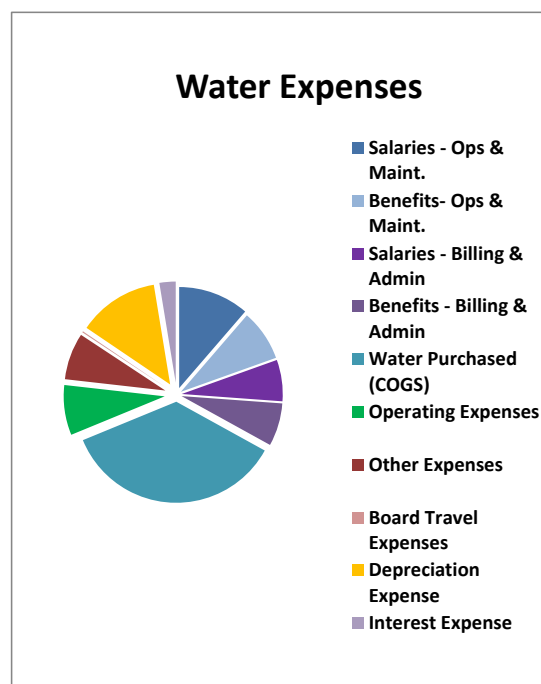
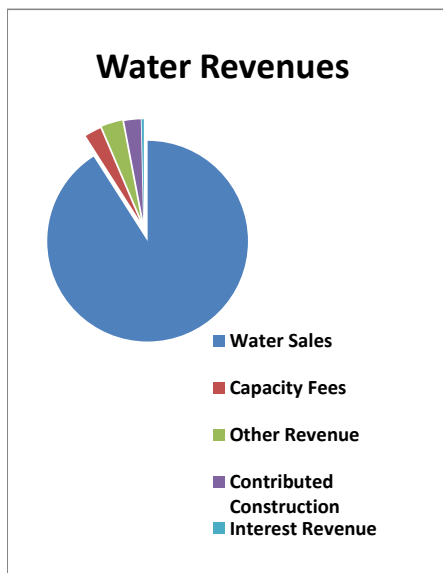
Not applicable

Exhibits/Attachments:

- Attachment 1 – FY2016-17 Draft Operating Budgets for Water, Wastewater, and Streetlights Funds

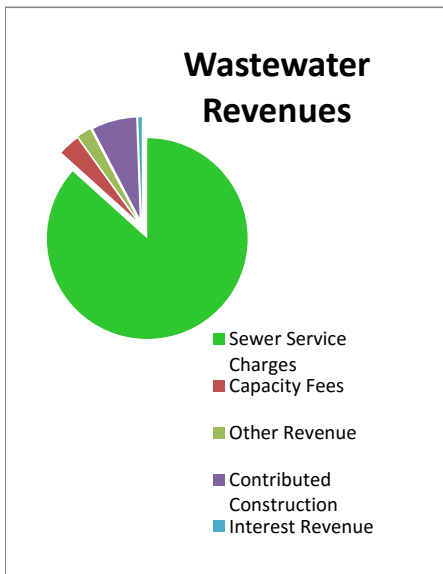
McKinleyville Community Services District
Enterprise Funds: DRAFT Water Summary Budget
FY 2016-17

Description	Water Fund	
Water Revenues		
Water Sales	3,442,130	91%
Capacity Fees	100,000	3%
Other Revenue	128,539	3%
Contributed Construction	100,000	3%
Interest Revenue	13,500	0%
Total Revenues	3,784,169	100%
Water Expenses		
Salaries - Ops & Maint.	306,519	11%
Benefits- Ops & Maint.	221,754	8%
Salaries - Billing & Admin	179,096	7%
Benefits - Billing & Admin	185,766	7%
Water Purchased (COGS)	967,236	36%
Operating Expenses	216,400	8%
Other Expenses	202,690	7%
Board Travel Expenses	4,800	0%
Depreciation Expense	350,000	13%
Interest Expense	70,106	3%
Total Expenses	2,704,366	100%
Excess (Deficit)	1,079,803	



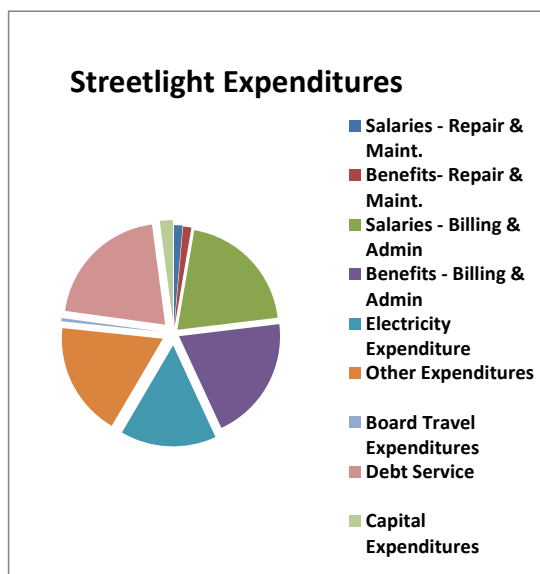
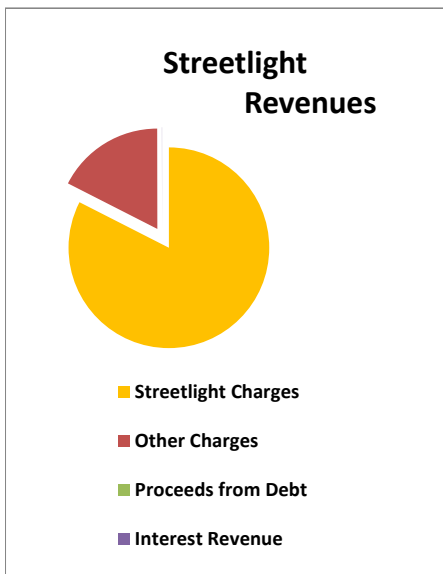
McKinleyville Community Services District
Enterprise Funds: DRAFT Wastewater Summary Budget
FY 2016-17

Description	Wastewater Fund	
Wastewater Revenues		
Sewer Service Charges	3,053,247	87%
Capacity Fees	120,000	3%
Other Revenue	78,869	2%
Contributed Construction	250,000	7%
Interest Revenue	20,000	1%
Total Revenues	3,522,116	100%
Wastewater Expenses		
Salaries - Ops & Maint.	341,257	16%
Benefits- Ops & Maint.	247,828	11%
Salaries - Billing & Admin	181,587	8%
Benefits - Billing & Admin	187,502	9%
Water & Electrical Expense	219,200	10%
Operating Expenses	269,950	13%
Other Expenses	197,540	9%
Board Travel Expense	4,800	0%
Depreciation Expense	480,000	22%
Interest Expense	28,469	1%
Total Expenditures	2,158,133	100%
Excess (Deficit)	1,363,983	



McKinleyville Community Services District
Governmental Funds: DRAFT Streetlights Budget
FY 2016-17

Description	Streetlights Fund	
Streetlight Revenues		
Streetlight Charges	79,084	83%
Other Charges	16,750	17%
Proceeds from Debt	-	-
Interest Revenue	25	0.0%
Total Revenues	95,859	100%
Streetlight Expenditures		
Salaries - Repair & Maint.	1,302	1%
Benefits- Repair & Maint.	1,268	1%
Salaries - Billing & Admin	19,549	20%
Benefits - Billing & Admin	19,180	20%
Electricity Expenditure	14,700	15%
Other Expenditures	17,458	18%
Board Travel Expenditures	480	1%
Debt Service	19,865	21%
Capital Expenditures	2,000	2%
Total Expenditures	95,802	100%
Excess (Deficit)	57	



McKinleyville Community Services District

BOARD OF DIRECTORS

May 4, 2016

TYPE OF ITEM: **INFORMATIONAL**

ITEM: E.8 **Provide feedback to the General Manager regarding his participation in the Last Chance Grade public outreach program**

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

TYPE OF ACTION: **Information Only**

Recommendation:

Staff recommends that the Board review the information provided, discuss and provide feedback to the General Manger regarding his participation in the public outreach for the Last Chance Grade Project.

Discussion:

In March 2016, Caltrans held a series of town-hall style meetings to discuss the status of the Last Chance Grade and share what is being done to keep motorists safe as they travel on the Grade right now. Response to the meetings was mixed with frustration and confusion. Among the items NOT reported were a viable time-frame to the solution, nor the urgency to a solution.

The “Last Chance Grade” is a 4-mile segment of US Highway 101 just south of Crescent City. This area has suffered from landslide and road failures for decades and while the area is currently safe to travel, a long term solution needs to be sought.

The Last Chance Grade Project is a collaborative effort to study alternatives for a permanent solution to instability and roadway failure for this 4-mile stretch of Highway 101. Project partners are considering alternatives that provide more reliable connections through the region, protect economic, environmental and cultural resources, and reduce maintenance costs.

The Project is proposing a 10-week education campaign with segments sharing potential economic loss; job loss; negative impacts to tourism; and reduced sales/TOT revenues, just to name a few. The goal is to educate and motivate the local community to action through calls, emails, radio spots and written documents. These medium will be used to effect an impact on the decision makers at Caltrans and the Community Group empaneled by Congressmen Huffman and DeFazio. The Project is also seeking underwriter support for the marketing effort.

A very brief summary of the Project is provided in **Attachment 1**, along with costs and impacts associated with the Last Chance Grade using the Confusion Hill Report as a financial basis and comparison.

More information, process and schedule, alternatives and frequently asked questions and a documents library are available at the Last Chance Grade Project website at: <http://www.lastchancegrade.com/>.

Alternatives:

Take Action

Fiscal Analysis:

Applicable if the District chooses to financially support the Project. Impact unknown at this time.

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Description and Cost Analysis



Last Chance Grade ...

Our Last Chance?

The Cal-Trans public outreach happened in the tail end of March. The community response (those who were aware of it, that is) was frustration and confusion - as reported by those in attendance.

A lack of economic impact to Humboldt and Curry County occurred, the lack of a viable time-frame to solution was not presented, nor was "urgency" to a solution part of the presentation.

Consequently, it is time for us to educate the business community (many totally unaware of the condition), to educate the general community (many are not aware how this slide area will impact their pocket books) and even more frustrating is that many of the governmental units in the region know but are not motivated enough to get out in front of the issue.



As a result, we are putting together a coalition of businesses and individual entities to do the job - to do the job of education regarding Last Chance Grade and what the impending major slip out will mean the economies of our three counties. (And, sorry, having a detour through the active slide area after the major slip occurs is not 20 year viable solution to the problem - as was suggested in the public presentations by the Cal-Trans project manager.)

There are immediate negative economic impacts, but also long-term ones as well. The Brookings-Harbor area is dealing with this right now in association with the sink hole which has received negative national attention. Locally, the community is dealing with new traffic patterns and the difficulty in trading with some of the businesses in the effected area.



The Plan

Mount a 10-week education campaign, with segments sharing potential economic loss; job loss; negative impacts to tourism; reduced sales/TOT revenues; etc.

The goal is to educate and motivate the local community to action: calls, e-Mails, direct comments, and other contact with the decision-makers at Cal-Trans and with the Community Group empaneled by Congressmen Huffman and DeFazio.

We are also asking for underwriter support for the marketing effort. Our company will double the "normal" frequency that your support would otherwise develop. ...

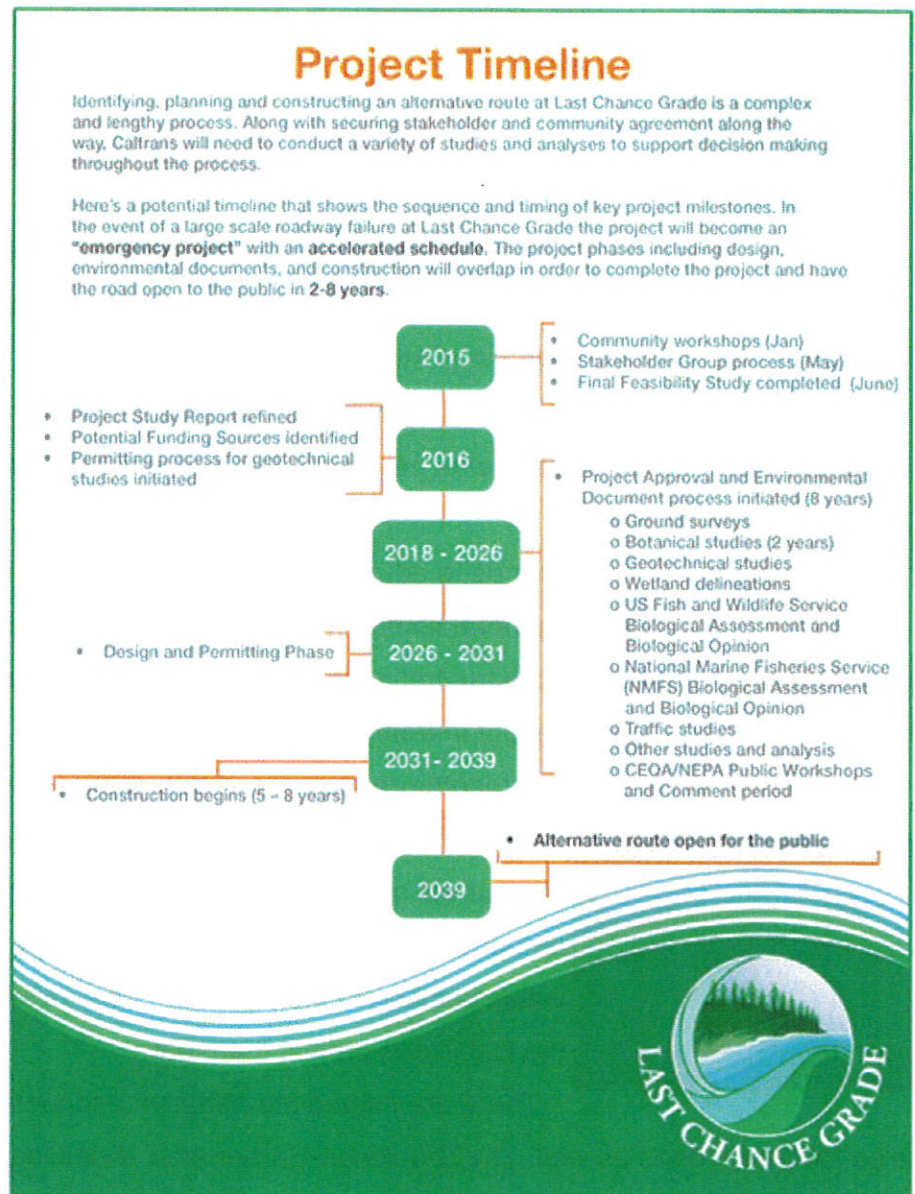
There are two dozen participations available. Details are available if interested.

The Cal-Trans timeline for the Last Chance Grade project (adjacent chart) indicates a 24-year timeframe until completion. And yet, the geologic studies indicate there will be significant movement within 7 years!

The area of most concern has already taken 50-feet of hillside into the ocean over the past decades and the retaining walls which have been constructed are not holding back the inevitable. There appears to be a willingness by Cal-Trans to continue a focus to abide by this schedule without concern for the damage to our communities a major slide means when it comes to pass. (Or is it a lack of concern about the economic impacts to our area which is just as problematic?)

The Public Relations firm used has made the information put on the "slides" more attractive and easier to view, but if their time lines don't change, the primary issue which is that "time is not our friend."

Additionally, to many of the local citizenry doesn't understand how grave this situation really is.



What Do Underwriters Get?

The details of the "underwriting" for this campaign include:

- ⇒ The campaign is 1 commercial per hour on each of our "non-tourist focused" radio stations
 - 30-second educational segments presented/voiced by your business
 - 7-second reminders presented/voiced by your business
- ⇒ Selection of the "themes" you wish to be associated with (some topics include: economic loss, job loss, negative impacts to tourism, reduced General Fund revenues to support Fire, Police and Roads)
- ⇒ A one-time commitment of \$500 (billed in April)

Last Chance Grade vs. Confusion Hill Report

- **Cost of project**
 - Confusion Hill = \$71million (2003)
 - Last Chance Grade = \$800 million (2016)
- **Traffic impacts**
 - Confusion Hill = slip out diversion would be 75 miles
 - Last Chance Grade = slip out diversion would be 296 miles
- **Economic impact – travel and vehicle operating costs**
 - Confusion Hill = \$238,000/day (or \$3,173 per mile)
 - Last Chance Grade = (@ \$3.173 present value of \$4,088) \$1,210,048/day
- **Economic impact – tourism costs**
 - Confusion Hill = 25% (or \$13 million monthly) for Hum & Mendo Counties
 - Last Chance Grade = 25% (or \$11.48 million monthly) for Hum, DN and Curry Counties
- **Economic impact – travel delays** (30 to 60 minute delays for one-lane closure)
 - Confusion Hill = \$1.7 million/mo (23.9% of overall figure in 2003 study)
 - Last Chance Grade = \$8.69 million/mo (23.9% of Present Value of Travel cost)
- **Benefit-to-Cost Ratio**
 - Confusion Hill = 2.6 ratio
 - Last Change Grade
 - Annual = .838 ratio
 - Over 6 years = 5.02 ratio
- **Economic Numbers**
 - **Del Norte County**
 - **Up to 5,000 jobs lost** after 1 year
 - **\$300 million** total economic loss after 1 year
 - **Humboldt County (@ 15% negative impact)**
 - Approx. 65,000 employed -> **9,760 jobs lost** after 1 year
 - Approx. \$1.76 billion in retail sales -> \$263 million in sales lost after 1 year
 - \$23.6 million in General Sales Tax lost (@ 9%)
 - Approx. \$361 million in wholesale -> \$54.3 million lost after 1 year
 - Approx. \$350 million in tourism -> \$52.5 million lost after 1 year
 - Total (est.) = **\$369.8 million annual loss** (not including Service sector)

To quote the Confusion Hill Landslides Economic Impact of US-101 Closure “Executive Summary”:

Given the economic, roadway and user costs that would be avoided with the realignment, the benefit-to-cost ratio for the proposed realignment is estimated at 2.6 which suggests that from an economic perspective, the proposed realignment project seems to be a sound and cost-efficient investment. ...

So what is it with a ratio of over 5 times during the 6 year impact?

McKinleyville Community Services District

BOARD OF DIRECTORS

May 4, 2016

TYPE OF ITEM: **INFORMATION**

ITEM: F.2.A **Support Services - April 2016 Report**

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

TYPE OF ACTION: **None**

FINANCIAL, AUDIT, & BUDGET INFORMATION

The District has deposited \$596,140.80 to date into the Trust Account for reserves recovery as of March 31, 2016.

The District has \$160,557.40 to date into the Trust Account for the next Biosolids Disposal project.

Budget Update: The Draft Operating budget for Water, Wastewater and Streetlights is part of this month's Board Packet. The final budget for all departments will be presented for Board approval in June.

Treasurer's Report Highlights: Water Fund capacity fees collected during February bring the total up to \$61,329. Wastewater Fund capacity fees now total \$127,287 year-to-date. Neither Capital Contributions nor Capacity fees are included in the income vs. expenses graphs.

The Capital Projects page provides a list of all capital projects approved by the Board through the strategic plan and budget process. As funds are spent on these projects each month, they are listed, along with the total spent for the fiscal year to date. This is compared to the annual budget for each project, with additional columns for dollars remaining and percent unspent.

Projects solely for the Water Fund are listed first, followed by the Wastewater Fund. Capital projects that are shared are listed next, with Parks and Streetlights after that. This information is reported so the Board may track the progress of major projects in each Fund and provides an opportunity for questions and clarification.

A set of general ledger accounts has been created to track additional payments requested by CalPERS above the normal annual required contribution (ARC) payments funded with each payroll. The first amortization payment to CalPERS was made in July 2015 and has been moved into the new accounts. These accounts will also track the District's own set-aside payments as approved by the Board.

OTHER UPDATES

The State Revolving Fund loan has reviewed the additional information submitted and approved the District's request for payment. The disbursement request has been forwarded to the State Controller's Office for processing. Funds are expected within two weeks. The second disbursement request has been prepared, reviewed, and submitted. Adjustments to the District's investment and operating accounts made to accommodate the WWMF construction invoices will appear in the April and May financial statements.

The next actuarial study for GASB 45 compliance has been started with Total Compensation Systems. GASB 45 deals with the calculation of other post-employment benefit (OPEB) liabilities.

The State Controller's Office compensation report for calendar year 2015 has been submitted. It will be uploaded to the State Controller's website after review.

McKinleyville Community Services District

BOARD OF DIRECTORS

May 4, 2016

TYPE OF ITEM: **INFORMATION**

ITEM: F.2.B **Operations Department – March 2016 Report**

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

TYPE OF ACTION: **None**

Water Department:

Water Statistics:

The district pumped 31.3 million gallons of water in March.
Six water quality complaints were investigated and rectified.
Daily, weekly and monthly inspections of all water facilities were conducted.
One new water service was installed on Central.

Double Check Valve Testing:

Annual routine testing was conducted in Routes 5 and 6 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 1.6 million gallons and the average usage per day was 1.1 million gallons.

Water Distribution Maintenance:

Weekly Bacteria Samples were collected on Schedules 3,4,5 and 6 which represent different locations in the water system. The schedules are made up of a sample taken in each pressure zone. The annual Hydrant Inspection program has started back up and will run into May (50% completed). Hydrants will be exercised, inspected and documented in a log book. Any discrepancies will be flagged to generate work orders for repairs. Permanent paving was completed on leak repair and new service installation trenches. The high use side of the 4" combination meter for Ocean West has stopped working properly. Due to the age of the meter and the parts being obsolete, a new meter was installed. The Ocean West Property Manager was notified in advance that they would be without water during the 4 hour replacement. A meter angle-stop was replaced on Shamberger Court. A water service line leak was repaired on South Gwin. The leak was caused by an old crimp in the pipe from when the sewer main was installed.

Water Station Maintenance:

The header piping at the Northbank Station was pressure washed and prepped for painting. The tank overflow check valves were lubed as part of the annual maintenance. The one way check valves are in place to keep critters from climbing up the pipe line

that is used for draining the tanks and possibly plugging it up. Stations were cleaned and piping was wiped down.

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	2015	% Reduction	2015 Recycled	R- GPCD
January	38.241	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	38.200	23	15.1	57
June	51.337	41.847	19	15.6	64
July	54.757	44.946	18	11.7	69
August	55.908	41.747	25	16.1	61
September	45.702	41.670	9	15.7	69
October	39.439	37.320	6	12.3	59
November	34.879	28.939	17	9.6	52
December	35.203	29.937	15	5.2	50
	2013	2016	% Reduction	2016 Recycled	R- GPCD
January	38.241	33.054	14	0	49
February	33.751	31.319	9	0	51
March	36.244	33.761	7	0	49

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

New Construction Inspections:

No new construction is active at this time.

Sewer Department:**Waste Water Statistics:**

38.6 million gallons of wastewater were collected and pumped to the W.W.M.F. 38.3 million gallons of wastewater were treated and discharged to land disposal or reclamation in March.

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

Sewer Station Maintenance:

A new LED light was installed over the fuel tank at the Fischer Station. The Fischer Station was giving a false wet well level. Staff responded and rebooted the Intellimac due to a programming glitch. A U-joint was replaced on the pump 1 drive shaft at the Fischer Station due to excessive wear. The intake valve at the Hiller Lift Station was repaired due to being stiff, making it difficult to exercise it during the monthly inspections. Sewer stations were cleaned and detailed.

Sewer Collection System:

A new sewer service was installed on Harden Drive. Fallen trees were removed from the Blackhawk R.O.W. and the Hiller Irrigation lanes. Grease traps were inspected at required facilities. Customers that are out of compliance were notified to have their traps pumped and possibly shorten their pumping schedule. The collection system is monitored during wet weather conditions for flow discrepancies. If an increase in flow is noticed, then staff breaks into teams and starts lifting manhole lids to try to locate the reason for the increase. If a problem is found before the storm event ends, then staff either corrects the problem or informs their supervisor to schedule repairs. The flow totalizer has also been installed in selected manholes to collect data to compare wet weather flow to dry weather flow in the same locations. The data collected will show if there is infiltration or inflow in the collection system.

Wastewater Management Facility:

The Chlorine Contact Basin was drained and cleaned with fire hoses. An aerator was deragged in Pond 1B. Rain water that accumulated in Pond 1A was pumped into Pond 1B to keep pond floor prepped for construction. The 4' fencing on the south side of Pond 1A was removed due to construction. Staff has started a pretreatment process in the headworks to the influent before it goes into Pond 1B to help cut the odor down. This process will take approximately 4 weeks to determine if it will work. The odor has appeared to be 50% less after 2 weeks of treatment and sunshine.

Daily Irrigation and Observation of Reclamation Sites:

Weekly well monitoring was conducted along with the Fischer Ranch tree farm as part of the tree farm pilot study.

Street Light Department:

3 Streetlight photo cells were replaced.

Promote Staff Training and Advancement:

Weekly tailgate meetings and training associated with job requirements. Drew completed his class B driving test and passed.

Drew received training on station power fails and setting up generators.

Special Notes:

A leaky hydraulic line was replaced on the Super M Case backhoe.

The starter was repaired on the 580 C Case Backhoe.

Electric panels were built for training purposes that the District hosts annually.

The new F750 dump truck that was ordered arrived on March 31st.

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

Monthly river samples were completed.

Monthly Self Monitoring Reports (DMR/SMR) were submitted.

Public Water Monthly Monitoring report was submitted.

Monthly Water Quality report was sent to the Dept. of Health.

Monthly Pesticide applicator report was submitted to Department of Agriculture.

Daily inspections were conducted on the Teen Center construction project.

Acute toxicity samples were collected and sent to the lab.

Staff met to work on Operations operating budget.

WWMF upgrade status:

Contractors are excavating the clarifier locations and have installed dewatering wells to keep the groundwater below the work surface. Rain water was pumped from pond 1A to pond 1B in order to keep the pond floor dry for construction. The time lapse camera footage is still being collected and will continue through the construction phase. Weekly meetings have been held to discuss progress and scheduling. Materials, such as piping and valves have arrived and are on site. The rain has slowed down the progress a little but they plan on running two shifts to make up the time.

Parks:

Several open space zones received mowing, hedging and maintenance as part of the Open Space Maintenance Zone agreement. The Facilities were mowed and cleaned as part of the weekly schedule along with rental events. Field prep was completed in time for Little League's opening day ceremony. A lot of effort was directed to the Hiller Sports Site to make it presentable. The fields are coming along nicely and are a big improvement from last year. Two irrigation lines were repaired due to leaks. Gopher management will continue to be an ongoing task but staff should have no problem staying on top of it. The playground fill was installed at Larissa, Hiller and Pierson Parks. There was a volunteer effort to fill the Pierson Park playground along with installing the new swing. All swings at all facilities are installed. Parts that were on order finally showed up to allow us to get all swings back in operation. The carpet was removed from the Activity Center in order for new carpet to be installed. The tear out was done in house with some free labor which resulted in cost savings.

Teen Center:

All the built in cabinets are in place in the classrooms, the lobby, and in the game area. The vinyl flooring has been installed in the areas designated to be covered. The dedication bricks and filler pavers have been purchased and are ready to be delivered to the jobsite. The classroom partition wall system has been installed. Shelving has been hung in the quiet room. The communication lines have been finalized.

Outside, the parking area was cut and backfilled with the cobble that will form the base. At the dumpster enclosure, the walk through gate was installed and painted, finalizing that portion of the project.

The general contractor and subcontractors have begun working on some of the punchlist items.

Among the items yet to be completed are the kitchen furniture, counter tops on the cabinets, counters and sinks in the bathrooms, the drinking fountain, furnishing the sound room, etc.

GIS:**Urban Water Management Plan UWMP 2015**

Attended and Presented 2015 UWMP to April 6, Board Meeting

Made copies available at front office, website

Made revisions to Draft Doc.

Prepared notices to public and county

Maps:

Tree farm fence map

WWMF Homeless camps

MCSD Census area

Wet and Dry Weather Flow Data:

Extracted flow data from laptop

Organized and renamed files associated with flow data.

Began exporting flow data into excel spreadsheets for further analysis

Began model calibration

Updated Sewer line GIS data

Researched Drinking Water Emergency Response Plan & Vulnerability Assessment.

Researched the use of a GIS tablet for use in the field.

Brian has been trained and is responding to USA underground mark and locates.

McKinleyville Community Services District

BOARD OF DIRECTORS

May 4, 2016

TYPE OF ITEM: **INFORMATION**

ITEM: F.2.C Parks & Recreation Director's Report for April 2016

PRESENTED BY: Lesley Frisbee, Recreation Director

TYPE OF ACTION: None

TEEN & COMMUNITY CENTER:

Construction is quickly coming to an end. Staff received three proposals for the furnishing and equipping of the commercial kitchen, but are still reviewing the options and no decisions have been made as of the writing of this report. The completion date for the kitchen is still to be determined.

To date, the following funding has been secured for the Teen & Community Center:

Organization	Amount	Purpose
Mad River Rotary-Donation	\$25,000	Commercial Kitchen
Mad River Rotary-Grant (2015)	\$2,000	Commercial Kitchen
Mad River Rotary-Grant (2016)	\$3,000	Music equipment
McKinleyville Area Fund (2014)	\$3,000	Audio-Sound System
McKinleyville Area Fund (2016)	\$2,500	TV's and Blue Ray player
Humboldt Area Foundation	\$10,000	Tables & Chairs for Classrooms
Legacy Path & Giving Tree donations	\$12,000	Unrestricted
Karaoke Night event	\$593	Unrestricted
TOTAL:	\$58,093	

Fundraising through subsequent rounds of brick sales and Giving Tree Leaves will continue. The next deadline for brick purchases is set for May 6, 2016.

MCSD staff and Boys & Girls Club of the Redwoods staff are collaboratively coordinating the Ribbon Cutting Ceremony, scheduled for Friday, April 29, 2016 as well as a Pints for Non-Profits event at 6 Rivers Brewery on Thursday, May 12, 2016.

MCSD Staff and BGCR staff are working with an HSU intern on marketing strategies and materials to promote both the BGCR Club programs and the public use of the facility.

Staff continue to meet with MYLS participants regularly. They recently completed a survey of middle and high school students and will be presenting the survey results at

the Ribbon Cutting Ceremony reception. They are currently planning a Grand Opening event for teens to take place on June 4, 2016.

HUMBOLDT STATE UNIVERSITY RECREATION ADMINISTRATION PROGRAM PROJECTS:

Staff presented information regarding the Parks & Recreation Master Plan to an HSU Graduate level class on research methods. The class will be designing a community survey as part of their course work. Staff hopes to implement the survey in the fall to collect community input for the update of the Parks & Recreation Master Plan.

RECREATION ADVISORY COMMITTEE:

The Recreation Advisory Committee met on April 21, 2016. The notes from the meeting can be read in Attachment 1.

Chair of the Recreation Advisory Committee, John Kulstad, purchased 10 yards of shredded Redwood Bark from the HSU Athletics auction along with a crew of football players to spread it and donated it to the Botanical Garden at Hiller Park. Director Wheeler and RAC member Charlie Caldwell volunteered several hours on April 23, 2016 to help get the botanical garden weeded and ready for the shredded bark.

COMMUNITY GARDEN:

The Community Garden Committee held a work day on Saturday, April 9th. Community members built two handicap accessible raised garden beds, refurbished several old plots, string trimmed the garden, and made plans for future work days.

PLAYGROUND SAFETY SURFACING AND SWINGS:

All playgrounds now have appropriate safety surfacing. The set of belt swings have been installed at Pierson Park. Thank you to Director Wheeler, Addison O'Hanen, John Calkins, Demetrius Goodwin, and Operations Director James Henry for volunteering their free time to install the swings and distribute the playground safety surfacing at both of the swing sets at Pierson Park.

The Recycled Tire grant will be complete and closed by the middle of May.

RECREATION UPDATES:

Humboldt Hoops 3 on 3 Tournament—Hosted 29 youth 3 on 3 basketball teams. Raising \$3,690 for the Youth Fee Reduction Fund.

Pee Wee Basketball—This year there are 139 Kindergarten through 2nd graders participating in the Pee Wee league. The league started April 11th and will run through June 11, 2016.

Kids' Club After School Program—Currently serving 117 children per week in grades TK through 5th.

Playgroup—the Music program is very popular and attendance on music days is high. The program is averaging 20-30 families per meeting. Playgroup was cancelled for two weeks this month due to the Breakout Vacation Day Camp April 11-15 and to carpet

replacement April 18-22 at the Activity Center. We are currently hiring for substitute leaders for this program.

KinderSports—The Soccer session of KinderSports started on April 16, 2016; Due to staff turnover, the start date was delayed by one week.

Breakout Vacation Day Camp—Breakout served 45 children per day the week of Spring Break, April 11-15, 2016.

Youth Driven Saturday Nights—The program runs 2-3 Saturday evenings per month, and consistently sees 20-25 young people in grades 6-10 showing up to play games and hang out.

Drop in Pickleball—Pickleball continues to have steady attendance of 10-15 participants each Wednesday, 9:00am-12:00pm.

Drop in Basketball—Sunday night drop in continues to have attendance of 25-30 participants per week.

OTHER UPDATES:

Staff are gearing up for summer programs. Registration for summer programs opens May 2, 2016. Staff are conducting interviews for Kids' Camp summer day camp leaders and planning staff trainings. The Summer-Fall Activity Guide is getting drafted and will be mailed mid-June.

Staff attended the monthly meeting of the Senior Center Board on Friday, April 22, 2016. The seniors discussed Pony Express Day plans, Bylaws revision, and fundraising.

ATTACHMENTS:

- Attachment 1-Recreation Advisory Committee Notes from April 21, 2016 meeting

Thursday, April 21, 2016

6:30pm

Recreation Advisory Committee Meeting

NOTES

Members Present: John Kulstad, Bill Prescott, Jeff Dunk, George Wheeler, Charlie Caldwell.
(Quorum not met)

Guests: John Calkins, Jeff (HSU undergrad student)

Members Absent: Mary Burke, Stephanie Hartley, Chad Sefcik, Addison O'Hanen

Meeting Notes:

- Communications: Playground safety surfacing installation is complete at all parks.
- Public Comment:
 - None
- Facility Fee Review:
 - Staff provided information to the committee regarding current fees and possible increase percentages of 1% to up to 5%. Staff also provided the revenue and expense budgets for each facility as well as comparable rate information from other municipal facilities in the region.
 - Jeff Dunk suggested that given the gap between revenues and expenses it might be wise to consider the 5% increase to help close that gap.
 - Committee members requested a projection of annual revenues for the proposed percentages to be presented at the May RAC meeting.
- Botanical Garden:
 - Committee members and staff thanked John Kulstad for the donation of his purchase of shredded redwood bark and the labor to spread it which he purchased at the HSU Athletics auction. Staff reported that the garden needed to be weeded before the bark is delivered and a work day would be happening on Saturday, April 23rd.
- Community Garden:
 - Jeff Dunk and Charlie Caldwell reported on the recent progress of the Community Garden Committee and the improvements and work done at the community garden in the last month.
 - Two handicap accessible beds were installed, the garden map has been updated, gopher wire will be available in the coming weeks, and more work days are being planned.
- Pierson Park Swing Installation:
 - The new swings at Pierson Park have been installed thanks to the volunteer efforts of RAC members, MCSD staff and community members.
- RAC Vacancies:
 - John Calkins submitted a letter of interest for joining the RAC during the meeting.
- Teen Center Update:
 - Staff reported on the installation of the built in cabinetry and flooring. Committee members were reminded of the Ribbon Cutting Ceremony on Friday, April 29th.

Grand opening events will take place during the week of Pony Express Days and will be included in the Chamber's advertising of Pony Express Days events.

- Staff reported on the receipt of proposals for equipping the commercial kitchen.
- Update on Recreation Programs:
 - Pee Wee Basketball League—Pee Wee Basketball has 139 participants. Enrollment is slightly higher than the 2015 season.
 - Kids' Club After School Program—Continues to serve 118 elementary school age kids per week.
 - Playgroup—We are currently hiring leaders for this program. Specifically, people who can work as substitute leaders.
 - KinderSports—The soccer session began on April 16th. Once again this program is full and highly popular.
 - Breakout Vacation Day Camp—Spring Break Breakout Day Camp served 45 youth per day during the week of April 11-15, 2016.
 - Drop in Pickleball—This program continues to host 12-15 participants each week.
 - Drop in Basketball—This program continues to host 25-30 participants per week.
 - Adult Futsal—The spring session of Futsal got started on March 16, 2016. We currently have 6 teams playing.
 - 3 on 3 Adult Basketball—This league started April 14, 2016. There are 6 teams playing this season.
- Review of Board Actions:
 - Staff reported that the Facility Use Agreement for the use of Hiller Sports Site by Mad River Youth Soccer league was approved.
- Ad Hoc Committee Reports:
 - John Kulstad reported that he had recently been out to the Hewitt Ranch and that it needed to be mowed.
 - Charlie Caldwell reported that the Humboldt Skate Park Collaborative intends to request a right of entry agreement from MCSD for the lot adjacent to the Sheriff substation as a future location for a skate park. Having a right of entry agreement is necessary for applying for and securing grant funds.
 - The Skate Park Collaborative is interested in discussing the possibility of hosting a summer skate camp at Pierson Park in partnership with the Parks & Recreation Dept. and will submit a proposal to the Recreation Director.
- Agenda topics for next meeting:
 - Facility Fees
- Adjournment:
 - Meeting adjourned at 7:37

McKinleyville Community Services District

BOARD OF DIRECTORS

May 4, 2016

TYPE OF ITEM: **INFORMATION**

ITEM: F.2.D General Manager's Report for May 2016 Meeting

PRESENTED BY: Gregory Orsini, General Manager

TYPE OF ACTION: Information Only

A summary of activity for the month of April 2016

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:

• Office Supplies	\$75
• Accountant Discount	\$31
• Prompt Payment of Dump Truck Invoice	\$500
• Pierson Park Swing Set Install	\$1,412
• SWAP	\$2,900
• Northern Humboldt Employment Services	\$2,392
• Community Service Workers	\$3,190
• WWMF Fence Removal for Improvement Project	\$600
• Activity Center Carpet Removal	\$1,650
• Other In House Maintenance Savings	\$540

Total cost savings for April are \$13,290

***The cumulative cost saving to the District to date
from July 1, 2015 is \$208,762***

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.

Teen Center – The vast majority of work related to the Teen Center revolved around final touches related to finish work, flooring and case work. Staff met with the architect to review punch list items and go over construction items necessary for the Ribbon Cutting Ceremony. Planning for the Ribbon Cutting Ceremony and Grand Opening continued with the planned Grand Opening being the first Friday in June.

Capacity Fee Renewal and Prop 218 Process – The collection and transmittal of information for the consultant responsible for our water and sewer capacity fee renewal was completed in April. The draft analysis was presented to MCSD and the review process is underway. This item should be on the June meeting agenda to start the Prop 218 process.

Off Channel Habitat and Trails Project – A site walk and agency meeting was conducted for the project in April. Hydrologic and topographical analysis are nearing completion. The proposed design alternatives will be presented at the May board meeting and trail concepts will be discussed.

WWMF Improvements – Weekly construction meetings are attended by staff to discuss three-week rolling schedule and progress to that point. These meetings are necessary for the integration of the construction with the day to day operations of the WWMF. Work is progressing with the installation of groundwater dewatering wells to allow dry excavation for the clarifiers. Subgrade is being excavated for the clarifier footing and biosolids removal is scheduled for May. Pipe and rebar are being delivered to the site and potholing is proceeding to field locate existing utilities. The first disbursement for \$1,160,000 from the State Board is expected any time and the second request for disbursement was processed and submitted in April. Staff conducted Davis-Bacon inspection to verify federal prevailing wage requirements are being met.

Bio Filtration Pilot Study – Staff met to discuss materials appropriate for deer fencing to protect the seeding trees from predation. The materials were purchased and the fence will be constructed before the trees are planted. The funds for this project are being provided by a Coastal Conservancy grant. This study will provide the information necessary to determine what species of tree is the best for up taking reclaimed wastewater. Our research has already demonstrated that trees use much more water than grass but this study will determine which species uses the most.

Meetings – The General Manager attended various meetings this month, including CSDA Board of Directors meeting in Sacramento; staff Met with Greenway Partners and the youth soccer league to discuss grant funding opportunities for our soccer fields; a meeting with Senator McGuire's staff to discuss upcoming projects and potential grant funding opportunities for the district; met with forestry students who proposed a Capstone project for the proposed community forest; the quarterly Senior Center Advisory Board met; and a planning meeting for the Center at McKinleyville met.

Exhibits/Attachments

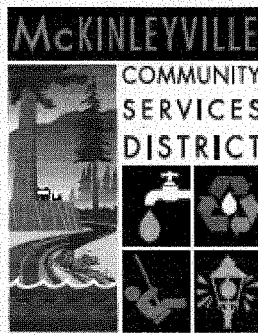
- Attachment 1 – WWMF Monthly Self Monitoring Report

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

April 18, 2016

RE: MONTHLY MONITORING REPORT

Dear Justin:

Enclosed is the Monthly Monitoring Report for March 2016 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 001. The required monitoring and water quality constituents that were tested and reported were in compliance in March.

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

The requirement for TSS is 83 mg/L, 1108 lbs/day and 65% removal for the monthly average with four weekly tests in March which represent three criteria. The TSS results for March 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 March 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 March are as follows. Median was <1.8 and a Maximum of 2. Four samples were collected in the month of March and were in compliance.

Monthly River Monitoring was conducted in March.

Acute testing for December was conducted using Rainbow Trout and C.Dubia. Rainbow Trout had a 100% survival and C.Dubia had a 100% survival.

WWMF Upgrade Status: The Contractors have shown up and started breaking ground on the construction. They are in the process of excavating the clarifier locations and have installed dewatering wells. Weekly meeting have been conducted with District staff, contractors, engineers and the project manager. Contractors have 521 days to complete the project. They have projected to be completed by February 2017.

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

MARCH 2016

Discharge Monitoring	001 M-INF	002 M-001	002 M-003	002 M-003	004 M-005	003 M-004	006 M-007	005 M-006	001 M-002		
DATE	INFLUENT MGD	EFFLUENT MGD	MAXIMUM GPM	N.POND MGD	S.POND MGD	FISCHER MGD UPPER	FISCHER MGD LOWER	PIALORSI MGD	HILLER MGD	IRRGATE TOTAL MGD	RIVER MGD
1	1.045	1.122	797							0.000	1.122
2	1.035	1.113	796							0.000	1.113
3	1.033	1.104	778							0.000	1.104
4	0.998	1.096	772							0.000	1.096
5	1.214	1.087	762							0.000	1.087
6	1.379	1.059	756							0.000	1.059
7	1.228	0.428	771							0.000	0.428
8	1.151	0.000	0	Washed CCB						0.000	0.000
9	1.187	0.635	775							0.000	0.635
10	1.328	1.022	723							0.000	1.022
11	1.272	1.225	984							0.000	1.225
12	1.405	1.400	987							0.000	1.400
13	1.534	1.366	969							0.000	1.366
14	1.411	1.275	952							0.000	1.275
15	1.352	1.690	1397							0.000	1.690
16	1.285	1.740	1407							0.000	1.740
17	1.252	1.410	1001							0.000	1.410
18	1.185	1.560	1201							0.000	1.560
19	1.210	1.723	1205							0.000	1.723
20	1.270	1.638	1281							0.000	1.638
21	1.396	1.714	1211							0.000	1.714
22	1.447	1.169	1189							0.000	1.169
23	1.345	0.845	881							0.000	0.845
24	1.280	1.225	863							0.000	1.225
25	1.232	1.416	1251							0.000	1.416
26	1.257	1.594	1120							0.000	1.594
27	1.289	1.608	1132							0.000	1.608
28	1.214	1.424	1154							0.000	1.424
29	1.165	1.253	895							0.000	1.253
30	1.129	1.241	882							0.000	1.241
31	1.097	1.210	867							0.000	1.210
TOTAL	38.625	38.392		0.000	0.000	0.000	0.000	0.000	0.000	0.000	38.392
AVERAGE	1.246	1.238	960	0.000	0.000	0.000	0.000	0.000	0.000	0.000	1.238
MAXIMUM	1.534	1.740	1407	0.000	0.000	0.000	0.000	0.000	0.000	0.000	1.740
MINIMUM	0.998	0.000	0	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
DAYS	31	30		0	0	0	0	0	0	0	30
DAYS WITH NO DISCHARGE = 1											

McKINLEYVILLE COMMUNITY SERVICES DISTRICT
WASTEWATER MANAGEMENT FACILITY
RIVER CFS - EFFLUENT FLOWS -

March 2016

DATE	M-INF INFLUENT MGD	M-001 EFFLUENT MGD	EFFLUENT MAXIMUM GPM	M-003 PERK PONDS MGD	M-004 M-005 M-006 M-007 IRRIGATE MGD	M-002 RIVER MGD	RIVER DILUTION 100:1	MAXIMUM G.P.M. DISCHARGE FOR 100:1	RIVER FLOW IN CFS	RIVER FLOW IN GPS
1	1.045	1.122	797			1.122	653	5207	1160	8678
2	1.035	1.113	796			1.113	778	6194	1380	10324
3	1.033	1.104	778			1.104	888	6912	1540	11521
4	0.998	1.096	772			1.096	1093	8439	1880	14064
5	1.214	1.087	762			1.087	931	7092	1580	11820
6	1.379	1.059	756			1.059	9678	73164	16300	121940
7	1.228	0.428	771			0.428	6055	46681	10400	77802
8	1.151	0.000	0	ashed CCB		0.000	0	32363	7210	53938
9	1.187	0.635	775			0.635	3151	24418	5440	40697
10	1.328	1.022	723			1.022	4824	34876	7770	58127
11	1.272	1.225	984			1.225	4698	46233	10300	77054
12	1.405	1.400	987			1.400	3524	34787	7750	57978
13	1.534	1.366	969			1.366	4725	45784	10200	76306
14	1.411	1.275	952			1.275	10231	97403	21700	162338
15	1.352	1.690	1397			1.690	4209	58801	13100	98001
16	1.285	1.740	1407			1.740	2721	38288	8530	63813
17	1.252	1.410	1001			1.410	2843	28458	6340	47430
18	1.185	1.560	1201			1.560	1917	23027	5130	38378
19	1.210	1.723	1205			1.723	1609	19391	4320	32318
20	1.270	1.638	1281			1.638	1286	16473	3670	27455
21	1.396	1.714	1211			1.714	1609	19481	4340	32468
22	1.447	1.169	1189			1.169	3424	40712	9070	67853
23	1.345	0.845	881			0.845	3857	33979	7570	56631
24	1.280	1.225	863			1.225	2933	25316	5640	42193
25	1.232	1.416	1251			1.416	1733	21680	4830	36133
26	1.257	1.594	1120			1.594	1619	18134	4040	30223
27	1.289	1.608	1132			1.608	1435	16249	3620	27081
28	1.214	1.424	1154			1.424	1252	14453	3220	24089
29	1.165	1.253	895			1.253	1409	12613	2810	21022
30	1.129	1.241	882			1.241	1252	11042	2460	18403
31	1.097	1.21	867			1.210	1108	9606	2140	16009
TOTAL	38.625	38.392		0.000	0.000	38.392				
AVERAGE	1.246	1.238	960	0.000	0.000	1.238	2821	28298	6305	47164
MAXIMUM	1.534	1.740	1407	0.000	0.000	1.740	10231	97403	21700	162338
MINIMUM	0.998	0.000	0	0.000	0.000	0.000	0	5207	1160	8678
DAYS	31	31	31	0	0					
DAYS WITH NO DISCHARGE TO THE MAD RIVER = 1										

McKINLEYVILLE COMMUNITY SERVICES DISTRICT
WASTEWATER MANAGEMENT FACILITY
MONITORING DATA

YEAR: 2016

MONTH: MARCH

DATE	INFLUENT FLOW M.G.D.	EFFLUENT FLOW M.G.D.	EFFLUENT MAXIMUM GPM	RIVER CFS	INFLUENT MONITORING B.O.D. mg/L	N.F.R. mg/L	PH	TEMP (C°)	B.O.D. mg/L	NFR mg/L	AMMONIA mg/L	CL ₂ RES. mg/L	RIVER CL ₂ RES. mg/L	SETTLABLE SOLIDS mg/L	3X5 TOTAL COLIFORM
1	1.045	1.122	797	1160			7.1	12.6			28	3.4	0.00		
2	1.035	1.113	796	1380			7.1	12.8			28	3.4	0.00		
3	1.033	1.104	778	1540			7.0	13.7			26	2.8	0.00		
4	0.998	1.096	772	1880	180		6.9	13.9	28	21	28	2.6	0.00	<0.1	
5	1.214	1.087	762	1580			6.9	14.2				3.2	0.00		
6	1.379	1.059	756	16300			7.1	13.8				3.5	0.00		
7	1.228	0.428	771	10400			7.1	12.6			28	2.7	0.00		2.0
8	1.151	0.000	0	7210			Washed CCB								
9	1.187	0.635	775	5440			7.0	13.1			28	2.3	0.00		
10	1.328	1.022	723	7770			6.9	13.6			28	2.4	0.00		
11	1.272	1.225	984	10300	210	150	6.8	13.8	15	10	28	4.2	0.00	<0.1	
12	1.405	1.400	987	7750			6.8	12.9				5.5	0.00		
13	1.534	1.366	969	10200			6.9	12.7				3.6	0.00		
14	1.411	1.275	952	21700			6.9	12.5			26	2.9	0.00		<1.8
15	1.352	1.690	1397	13100			7.1	12.3			28	3.1	0.00		
16	1.285	1.740	1407	8530			7.0	12.5			28	2.4	0.00		
17	1.252	1.410	1001	6340			7.0	13.3			24	1.5	0.00		
18	1.185	1.560	1201	5130	130	160	6.9	14.0	27	13	26	1.1	0.00	<0.1	
19	1.210	1.723	1205	4320			6.8	14.5				1.3	0.00		
20	1.270	1.638	1281	3670			6.9	14.8				1.7	0.00		
21	1.396	1.714	1211	4340			6.8	14.6			28	2.1	0.00		<1.8
22	1.447	1.169	1189	9070			7.0	13.9			26	2.1	0.00		
23	1.345	0.845	881	7570			7.6	14.5			30	2.0	0.00		
24	1.280	1.225	863	5640			7.5	15.0			26	2.1	0.00		
25	1.232	1.416	1251	4830	260	230	7.3	14.6	21	21	28	2.5	0.00	<0.1	
26	1.257	1.594	1120	4040			6.9	14				2.8	0.00		
27	1.289	1.608	1132	3620			7	14.3				4.6	0.00		
28	1.214	1.424	1154	3220			7.0	13.9			26	4.5	0.00		<1.8
29	1.165	1.253	895	2810			7.2	13.7			26	3.5	0.00		
30	1.129	1.241	882	2460			7.2	13.8			24	4.8	0.00		
31	1.097	1.210	867	2140			6.8	14.4			26	4.0	0.00		

SPILLS:

None to report

DATE	TDS	AMMONIA	NITRATE	BORON
3/31/2016	220	28.0	ND	180

MONTHLY TESTS

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
Bromomethane	N/A
Chlorodibromomethane	N/A
Chloroform	N/A

30 DAY AVERAGE

BOD mg/L	23	BOD LBS/DAY	252	BOD % Removal	87	NFR mg/L	16	NFR LBS/DAY	178	NFR % Removal	91
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ACUTE TOXICITY

DATE	% Survival
3/2/2016	100%
3/2/2016	100%

Rainbow Trout
C. dubia

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

Total Coliform	Monthly	MEDIAN	<1.8
Daily	Maximum	2	

SIGNATURE:

REMARKS:

Indicates Permit Exceedance